



Board of Trustees

Community College District VIII

REGULAR MEETING
October 25, 2023



BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON

A regular meeting of the Board of Trustees of Community College District VIII, 3000 Landerholm Circle SE, state of Washington, will be held on Wednesday, October 25, 2023. The business session will begin at 2:00 PM. This meeting will be conducted both in-person in B201 and remotely via Zoom. A telephone line will also be available. Rich Fukutaki, Chair, will preside.

MEETING CALL IN DETAILS

[Join Business Session](#) [Zoom]

Dial in by telephone: +1 253 215 8782

Webinar ID: 820 9883 3702

MEETING AGENDA

BUSINESS SESSION

- | | | |
|------|---|-----------------------------------|
| I. | Call to Order | Rich Fukutaki |
| | a. Welcome and Introductions | |
| | b. Approval of Agenda and Minutes | |
| | i. Agenda for October 25, 2023 | |
| | ii. Minutes for September 20, 2023 | |
| II. | Constituent Reports | |
| | a. Student | Sean Behl |
| | b. College Assembly | Brandon Lueken |
| | c. Faculty | Sue Nightingale |
| | d. Foundation | Angie Graves |
| | e. Classified | No Report |
| III. | Public Comment | |
| | Students, faculty, staff, and community members may provide remarks to the Board during this portion of the meeting. Public comments are limited to 2 minutes. Public comment can also be provided in writing to BoardofTrustees@bellevuecollege.edu . | |
| IV. | Program Spotlight | |
| | a. Faculty Commons | Sajonna Sletten &
Wendy Wilson |
| | b. Center for Career Connections | Dan Fey |
| V. | Action | |
| | a. Off Cycle Tenure | Rob Viens |
| VI. | Reports | |

Please note: Time and order are estimates only and are subject to change.

- a. President's Report
- b. Board Report

David May
Rich Fukutaki

EXECUTIVE SESSION

The Board will convene in executive session under [RCW 42.30.110\(1\)](#) for the following purpose: (g) To review the performance of a public employee. No final action will be taken during this executive session.

ADJOURNMENT



**BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT VIII
BELLEVUE, WASHINGTON**

A regular meeting of the Board of Trustees of Community College District VIII, 3000 Landerholm Circle SE, state of Washington, was held on Wednesday, September 20, 2023. Rich Fukutaki, Chair, presided. This meeting was held in B201 and on Zoom. A telephone line was also available.

MINUTES

Chair Fukutaki called the business session to order at 3:00 PM.

ROLL CALL

A quorum of the Board was present.

Present: Chair Rich Fukutaki (remote), Vice Chair Richard Leigh, Trustee Merisa Heu-Weller (remote), Trustee Greg Dietzel, President David May, Assistant Attorney General Tricia Boerger, and Board Secretary Alicia Keating Polson.

Absent: Trustee Pradnya Desh

There were 35 guests in attendance.

APPROVAL OF AGENDA AND MINUTES

Trustee Dietzel made a motion to approve the agenda (September 20, 2023) and minutes (June 20, 2023; June 27, 2023; August 2, 2023; August 17, 2023; and August 18, 2023) Trustee Leigh seconded.

The motion passed unanimously.

CONSTITUENT REPORTS

A. Foundation

The Foundation report was provided by Dana Gray, President of the Foundation Board.

- It is nice to start the school year, and there have been many opportunities to welcome Dr. May.
- Gray thanked the trustees and president who attended the recent happy hour social.
- The Foundation is expecting to provide \$700,000 in support through scholarships and awards.
- Dr. May and Rebecca Chawgo are providing leadership around the alumni association, and it is exciting to see it being reenergized. There is a lot of opportunity in this population and in the association to serve alumni, make connections in the community, and connect current students with alumni.

- The first Foundation Board meeting of year was today, and it was a full room. The theme of optimism is abound. The membership this morning was energetic and dedicated to keeping students at the heart of everything they do.

B. Student

The Student report was provided by Sean Behl, President of Associated Student Government (ASG.)

- Behl began by introducing the ASG officers: Sienna Jarrard, Events Representative; Stephanie Nehema, Social Responsibility Representative; and Julie Nguyen, Secretary.
- The summer was spent researching what was done in the past both by requirement and for engagement. Additionally, ASG researched other schools' student governments for potential improvements.
- There have been 30 hours of training since August. ASG also attended a student leadership conference at Green River where they connected with other student governments.
- Last Friday, was the first board of directors meeting, where they approved the charters of 17 clubs. All meetings were scheduled with a fixed location and time.
- ASG looks to streamline the club process. Chartering and funding are the primary obstacles.
- ASG would like to coordinate with faculty to create a town hall. The primary and often only point of contact for many students is faculty.
- ASG is looking to improve legislative efforts.
- A timeline of events has been scheduled. The first will be a movie with food in October. They are hoping to have counseling table present to show what resources are available.
- Records and the website are being updated.
- Changes to Governance participation: ASG will serve as student council this year so there will not be two separate bodies. Student council will hopefully be renamed this year. ASG also hopes to install a student senate with 17 total seats including 3 ASG officers.
- ASG is excited to start the new year!

C. Classified

The Classified report was provided by Becky Turnbull, Shop Steward of the Washington Public Employees Association (WPEA.)

- Welcome, Dr. May, to the Bellevue College presidency.

D. College Assembly

The College Assembly report was provided by Brandon Leuken, Chair of College Assembly.

- Assembly met over the summer for an informal get together to plan the year ahead. They will meet again next week for further planning. Governance councils will be establishing goals.
- Four, or half of the total of eight, councils are interested in the definition of hybrid courses and course scheduling. They are also interested in ways of encouraging classes on campus for a vibrant student culture.
- Another topic of consideration is: How can Governance be a communication tool for campus? Assembly is looking at ways councils can communicate with each other and also how they can report back to constituencies. Another area of interest is avoiding overlap and communicating the appropriate channels for topics of discussion.

E. Faculty

The Faculty report was provided by Sue Nightingale, President of the Bellevue College Association of Higher Education (BCAHE.)

- Nightingale and Rob Viens, AVP of Academic Affairs, helped students find their classes on Monday, and were so excited by all the students.
- It looks like enrollment is up. Classes are full, there are waitlists, and optimism is certainly a theme. Things feel like they are in a very good place.
- This group of newly hired tenure track faculty is much smaller than those before. Half or more have been hired from existing adjunct ranks, which is excellent. Adjuncts that are hired into tenure track are more likely to stay with Bellevue College.
- Regarding the deliberations that took place around tenure over this summer, Nightingale emphasized that the faculty contract's lengthiest article is on tenure. The process for evaluation of tenure candidates requires hundreds of hours and the recommendations are made based on hundreds of people-hours of work. Processes in contract could be clearer, but the responsibility for the language is equally shared by those who signed. Nightingale shared her disappointment that Board did not make a decision on early tenure in the summer and asked that they prepare to make a decision on early tenure for the future tenure classes.

PUBLIC COMMENT

Dellyssa Edinboro, faculty member at Bellevue College, provided public comment on early tenure.

INFORMATION

Frances Dujon-Reynolds, Vice President of Human Resources, provided notification to the Board that Policy 1445 and Policy 1440 were temporarily adopted by Bellevue College to comply with federal regulations. Additional federal changes are expected from the Biden Administration in Fall 2023, which will likely require further revisions to these associated policies; therefore, the formal policy process, including the public comment period, will occur after these federal changes are received. These two interim (temporary) policies will expire on March 20, 2024 if no additional action is taken.

- A. Interim (Temporary) Approval of Revised Policy 1440: Discrimination, Harrassment, and Retaliation (*expires March 20, 2024*)

Policy 1445: Title IX Sexual Harassment was approved as an interim (temporary) policy by the President's Cabinet in September 2021 to comply with Federal regulations; however, the policy was not formally ratified by the Board of Trustees due to additional revisions needed in the policy. These additional revisions were incorporated into an updated version of Policy 1445; therefore, President's Cabinet approved the revised Policy 1445 as an interim (temporary) policy on September 19, 2023.

- B. Interim (Temporary) Approval of the Creation of Policy 1445: Title IX Sexual Harassment (*expires March 20, 2024*)

Policy 1440: Discrimination, Harassment, and Retaliation, was also updated on September 19, 2023 to align with the Title IX policy, and was approved as an interim (temporary) policy by the President's Cabinet.

There is no action required by the Board at this time on Policies 1445 and 1440. These policies will return to the Board for a first read and vote after they go through the campus-wide public comment review process.

FIRST READ

A. Off Cycle Tenure

Rob Viens, Associate Vice President of Academic Affairs, reported that there has been one off cycle tenure candidate recommended for tenure. Viens stated that he would answer any questions on the tenure candidate or the process in executive session.

A recommendation from the Tenure Review Committee concerning one tenure candidate has been submitted to the Board of Trustees, in accordance with the "[Collective Bargaining Agreement By and Between the Board of Trustees of Bellevue College – Community College District VIII and the Bellevue College Association of Higher Education](#)." On the basis of this recommendation and in accordance with the provisions of the Agreement, it is the recommendation of the President and the Tenure Review Committee that the faculty candidate listed below be granted tenure:

Kattie Dang, Counseling Center, Counselor

Required documents have been gathered by the TES and the tenure candidates that provide evidence that the process described above has been strictly followed.

REPORTS

A. Diversity, Equity, and Inclusion Report

Rachel Wellman, Title IX Director, provided the Diversity, Equity, and Inclusion report:

- Equity-Focused Professional Development Day is coming soon and will be hybrid.
- There has been planning in Fall for additional professional development opportunities. In particular, many will be attending the Faculty & Staff of Color Conference.
- Restorative Practices has full calendar of events. Next month they look to revise the diversity statement requirement and rubric.
- Revisions to the Title IX policy are based on federal regulations though there are ways to provide services beyond that. Specifically, additional collaboration with places around campus and streamlining processes with the goal of more efficient resolution and reduction in the number of people a student must see and/or share sensitive and personal information with.

Chair Fukutaki added that Dr. Consuelo Grier, Vice President of Diversity, Equity, and Inclusion, and Michelle Strange, Director of Restorative Practices, will be presenting at the ACCT Legislative Congress in October.

B. President's Report

David May, President, provided the President's report:

- A new academic year: students are back on campus, and Monday was exciting. This has been the most energetic return to campus since before COVID.
- Housing is at 95% capacity with more people still coming in. 150 have signed up for the wellness center. Staff provided more than eight hours of wayfinding assistance on Monday and Tuesday.
- Welcome Week is in full swing with movies, games, and food.
- There were 550 opening day attendees, in person and virtual. An insightful keynote was provided by Imani Barbarin about disability through an intersectional lens. President May thanked Trustee Fukutaki for supporting that event in person.
- The G2G Conference provided training and education on tribal sovereignty. It was also an opportunity to connect with tribal leaders and other community colleges. They discussed continuing and potentially expanding partnerships with Snoqualmie Tribe.
- Career Connections and RISE are inspirational in their support of students.

C. Board Report

Chair Fukutaki provided the Board report:

- Board retreats were held this summer to onboard and get to know Dr. May. The Board also worked on restorative practices and focused on what they would like to see for coming year. Discussion topics were based on the feedback from campus and primarily inward facing: to look at campus departments and focus on relationships.
- Trustee Leigh added that the Foundation Board meeting was excellent and so energetic. He is looking forward to strengthening the connection between the Foundation Board and Board of Trustees. Trustee Leigh thanked Dana Gray and Board for hosting.
- Trustee Heu-Weller added that she recently participated in panel related to Higher Education in its relation to democracy. The Center for Study of Presidency and Congress hopes to recruit students from array of backgrounds for a (mostly virtual) 9 month program. The mission is to reach the next generation of activists and voters for stronger civil engagement and literacy.

UNSCHEDULED BUSINESS

Additional time was held for public comment for this meeting only.

Kim Pollock, faculty at Bellevue College, provided public comment on early tenure and college history.

Luke Rawlings, faculty at Bellevue College, provide public comment on early tenure.

Ansh Chavda, student at Bellevue College, provided public comment on Japan Week.

EXECUTIVE SESSION

At 3:54 PM, Chair Fukutaki announced the Board would convene at 4:00 PM for 45 minutes in executive session under [RCW 42.30.110\(1\)](#) for the following purpose: (g) To review the performance of a public employee; and (i) To discuss with legal counsel representing the agency litigation or potential litigation. Chair Fukutaki announced that no final action would be taken during the executive session.

The executive session ended at 4:45 PM.

ADJOURNMENT

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 4:45 PM. _____

Rich Fukutaki, Chair
Board of Trustees

ATTEST:

Alicia Keating Polson
Secretary, Board of Trustees
Community College District VIII



REGULAR MEETING AGENDA ITEM

PROGRAM SPOTLIGHT: FACULTY COMMONS

Information

Description

Program Spotlight presentations are designed to provide a brief overview and key insights about specific programs or initiatives at Bellevue College. The month of October will feature two Program Spotlight presentations while a typical month will feature one presentation. One of this month's Program Spotlight presentations will be focused on the Faculty Commons.

The Faculty Commons at Bellevue College provides space and organized activities for faculty seeking opportunities for:

- Faculty Development
- Community and Wellness
- Mentoring and Advocacy
- Career Development

The Faculty Commons is a contractual entity that was designed into the BCAHE Faculty Contract during the 2010-11 negotiating year. The contractual mission of the Faculty Commons is designed to provide, facilitate and support faculty-guided innovation and adaptation of curriculum and pedagogy as well as other forms of faculty professional development that contribute to student success and to the educational mission and goals of the College. The Commons supports both full-time and adjunct faculty.

The BCAHE Faculty Contract of 2010-2011 established that the Faculty Commons shall be determined by a Commons Council and executed by the Faculty Commons Director. The Faculty Commons Director serves a three-year renewable term as the principal researcher, strategist, organizer, marketer, and executor for the Faculty Commons programs and activities. The Director shall inspire and promote ideas of others, and facilitates the execution of those ideas through effective programming. In Fall 2023, Sajonna Sletten, Tenured Sr. Associate Professor of English as a Second Language, started as the current Chair.

The Faculty Commons Chair works under the guidance of the Faculty Commons Council. The Council is comprised of:

- Up to two (2) voting faculty representatives elected from each current Division
- Up to three (3) deans appointed by the Provost or designee

Prepared by: Sajonna Sletten, Chair of the Faculty Commons & Sr. Associate Professor of English as a Second Language

- The Association President (BCAHE) or designee (ex-officio as a non-voting member)

In addition, the Faculty Commons has a Program Manager. Wendy Wilson currently serves as the Program manager. The role of the program manager is to develop and manage office operations, promote the offerings of the Commons, manage the budget set by the Faculty Commons Council and Chair, coordinate events and workshops, and collaborate with the Chair and Leads to bring innovations to life!

Supplemental Information

Bellevue College [Faculty Commons website](#)



REGULAR MEETING AGENDA ITEM

PROGRAM SPOTLIGHT: CENTER FOR CAREER CONNECTIONS

Information

Description

Program Spotlight presentations are designed to provide a brief overview and key insights about specific programs or initiatives at Bellevue College. The month of October will feature two Program Spotlight presentations while a typical month will feature one presentation. One of this month's Program Spotlight presentations will be focused on the Center for Career Connections.

The Center for Career Connections at Bellevue College is a dynamic hub dedicated to empowering students, alumni, and community members in their pursuit of meaningful and rewarding careers. With its comprehensive array of resources and services, the center serves as a valuable bridge between education and the workforce. Whether it's career exploration, assessments, resume building, interview preparation, work study, or connecting individuals with internships and job opportunities, the Center for Career Connections is committed to fostering professional growth and helping people realize their full potential. Its team of professional staff are passionate about guiding students, alumni, and community members towards successful career paths, ensuring they are well-equipped to thrive in a competitive job market. The Center also houses the College's highly regarded student success cohort programs, including Neurodiversity Navigators, Disabled Students Navigating STEM, and STEM to Stern. At Bellevue College, the Center for Career Connections plays a pivotal role in shaping the futures of its students, alumni, and community members and enhancing their employability.

Supplemental Information

Bellevue College [Center for Career Connections website](#)



REGULAR MEETING AGENDA ITEM

OFF CYCLE TENURE

Action

Description

A recommendation from the Tenure Review Committee concerning one tenure candidate has been submitted to the Board of Trustees, in accordance with the [“Collective Bargaining Agreement By and Between the Board of Trustees of Bellevue College – Community College District VIII and the Bellevue College Association of Higher Education.”](#) On the basis of this recommendation and in accordance with the provisions of the Agreement, it is the recommendation of the President and the Tenure Review Committee that the faculty candidate listed below be granted tenure.

The reason for tenure, as stated in the Revised Code of Washington, is to protect faculty employment rights. Further, tenure protects academic freedom and promotes collegiality and professionalism among faculty.

The tenure process at Bellevue College involves four levels:

- 1) The Tenure Evaluation Subcommittee (TES) gathers information, mentors the candidate, and prepares the tenure document.
- 2) The Tenure Review Committee (TRC), including six faculty members elected by the faculty at large, reviews the documentation prepared by the TES to ensure that similar standards and expectations are met across the many disciplines. The TRC provides an objective look at each document to make sure that the case supporting the recommendation of the TES is sound.
- 3) The College President, after reviewing the recommendations of the TRC, submits those recommendations and accompanying materials, along with his/her own recommendation, to the Board of Trustees.
- 4) Finally, the Board of Trustees, giving serious consideration to the recommendation of the President and the TRC, decides to grant or not grant tenure or extend the probationary period. During the first two years of candidates' employment, the President uses the recommendation of the TRC to decide whether or not to continue the probationary period.

Required documents have been gathered by the TES and the tenure candidates that provide evidence that the process described above has been strictly followed.

Background/Supplemental Information

An electronic notebook in .pdf format has been assembled regarding the tenure candidate, and all pertinent documents for the case has been included for review by members of the Board of Trustees. Each member of the Board will be able to access the tenure documents via a secure SharePoint site.

Recommended Motion

That the Board of Trustees of Community College District VIII hereby grants tenure beginning Spring Quarter 2024 to Kattie Dang, Counseling Center (Counselor).