



**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, December 13, 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 2:01 PM.

ROLL CALL

A quorum of the Board was present.

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

Absent: none.

There were 38 guests in attendance.

APPROVAL OF AGENDA AND MINUTES

Trustee Leigh made a motion to approve the agenda (December 13, 2024) and minutes (November 29, 2023) Trustee Desh seconded.

The motion passed unanimously.

CONSTITUENT REPORTS

A. Faculty

There was no report.

B. Foundation

The Bellevue College Foundation (BCF) report was provided by Dana Gray, President of the BCF Board.

- Expressions of gratitude were extended to the trustees for active participation, with strong representation from college directors and academic deans who attended the inaugural Forward Together Breakfast on December 7, 2023. A special acknowledgment to Dr. May for making the event possible. The event saw 216 people RSVP, with slightly fewer than 200 attending, marking the largest gathering in recent history. Community partnerships

showcased during the event left attendees feeling proud of the college and excited about the future. The Foundation team is following up with guests, answering questions, and facilitating further discussions.

- The Foundation and Bellevue College have received the most substantial gift in history—a \$3,000,000 pledge to support scholarships and foundation initiatives. This substantial donation represents a significant milestone, allowing Bellevue College to contribute more to students and staff through grants and scholarships.
- Support is sought from trustees and the Foundation board for the upcoming Gala, including sponsorships, and procurement of auction items, and sponsorships will be invaluable as efforts are made toward the success of the Gala. Securing seating tables is also appreciated.

A. Classified

The classified report was submitted in writing:

- Classified staff vacancies in Governance are being filled. Heather Rane, Digital Learning Coordinator in the eLearning Dept., will join the Student Success Council and has been appointed to the Infrastructure Council. Becky Turnbull, Library & Archives Para from the Library Media Center, will be added to the Classified Council.
- WPEA (Washington Public Employee Association) STAFF NEWS: Amanda Hacker, Contract Administration Director, and 10-year WPEA advocate, was elected by Union members to be President of WPEA for the next three years, starting in January 2024. Heather Kafton is the current representative of Bellevue College.

C. Student

There was no report.

B. College Assembly

There was no report.

PUBLIC COMMENT

There was no public comment.

PROGRAM SPOTLIGHT

A. School of Business & Technology Partnerships

Liz Hollerman, Dean of the School of Business & Technology, provided the Board an update on a number of partnerships with external organizations, including Alaska Airlines, Costco Wholesale, PACCAR, and Snoqualmie Tribe, among many others.

B. Benefits Hub at Bellevue College

Ranulfo Molina, Associate Director of the Benefits Hub, presented on the Benefits Hub at Bellevue College.

FIRST READ

A. Revision of Policy 1550: Formal Hearing Rules

Lori Keller, Associate Director of Policies & Special Projects, presented the revision of Policy 1550: Formal Hearing Rules.

An inaccurate mailing address in Procedure 1550P: Formal Hearing Rules for Contested Case Hearings (Procedures), led to a full review of the associated policy (1550) and WAC 132H-108: Practice and Procedure and Formal Hearing Rules for Contested Case Hearings. Hearings referenced in this policy and procedure include areas of appeal related to parking, library, athletics, residency, educational records, debts, and conduct. It was determined that it is best practice to adopt the WAC as Policy 1550. In doing so, this will combine 1550P (Procedures) into Policy 1550.

Formal Hearing Rules for Contested Case Hearings policy and procedure 1550 are predominately the same text as Washington Administrative Code (WAC) 132H-108 Practice and Procedure and Formal Hearing Rules for Contested Case Hearings. This revision replaces the current format of the policy with the text of the WAC. The procedure revision (and subsequent deletion) supplements the policy by providing clarifying details (e.g., accurate mailing address and processing language for appeals).

This will not change existing policy or practice, other than minor updates.

Summary of revisions:

- Adopt WAC 132H-108 as Policy 1550 and delete Procedure 1550
- WAC 132H-108-420: gendered language update (from “his/her” to “their”)
- WAC 132H-108-440: clarification for application justification and mailing/delivery address
- WAC-132H-108-450: RCW reference and WAC references/links updated.

Comments received during review period:

- The 45-day Bellevue College comment period took place Friday October 20, 2023 through Monday December 4, 2023. There were no comments submitted.
- Public Comment for WAC took place Tuesday December 5, 2023 9:00-10:00 am. There were no comments.

QUARTERLY REPORT

A. Student Success

Jennie Mayer, Achieving the Dream (ATD) co-lead, and Esteban Maldonado, Title III Director, ATD co-lead, provided a summary of the process and results of revising Bellevue College’ Achieving the Dream/Guided Pathways student success strategies.

Bellevue College’s Achieving the Dream/Guided Pathways Student Success work is making progress toward a unified Student Success Statement for Bellevue College. Significant progress has been

made in Course Maps and Exploratory Pathways as strategies for keeping students on track toward completion. Progress in these areas will be reported along with data to track that progress.

REPORTS

A. Diversity, Equity, and Inclusion Report

There was no report.

B. President's Report

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

- Special thanks to the trustees deeply involved in making the Forward Together Breakfast a great event, positively showcasing Bellevue College. Dr. May will be following up with people from Bellevue City Council, in the Arts community, and other areas who want to partner with Bellevue College with new ways to benefit Bellevue College students through internships, teaching opportunities, and more. Special thanks to Melissa Johnson, Executive Director of the Foundation and Rebecca Chawgo, Vice President of Institutional Advancement, as well as the entire Foundation board for the enormous work that went into the event.
 - An update on issues brought up by Karrin Peterson in last month's Faculty Report to the Board of Trustees, regarding adjunct pay.: Rob Viens, Associate Vice President of Academic Affairs, put together a meeting to address adjunct pay issues, led by some staff from business analytics in information technology. The meeting was productive with considerable progress made. All the known back pay issues at Bellevue College will be resolved before the final pay period for 2023. The group will be meeting again in the coming year, a couple more times. They already have plans to meet a couple more times in 2024.
 - Bellevue College is one of the 150 community colleges asked to submit additional information for the Aspen Prize. Special thanks to the many people who participated in the creation of an excellent document including Raechel Dawson, Rebecca Chawgo, and Zach Morgan.
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C. Board Report

Chair Fukutaki welcomed Trustee Yana Chubarov to the Board of Trustees.

UNSCHEDULED BUSINESS

There was no unscheduled business.

EXECUTIVE SESSION

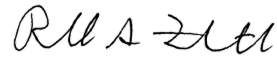
At 3:32 PM, Chair Fukutaki announced the Board would convene for 15 minutes in executive session under [RCW 42.30.110\(1\)](#) for the following purpose: (b) to consider real estate for sale or lease; and (g) to review the performance of a public employee. Chair Fukutaki announced that no final action would

be taken during the executive session. In accordance with [RCW 28B.50.102 \(2\)](#), Trustee Chubarov did not participate in the executive session.

The executive session ended at 3:47 PM.

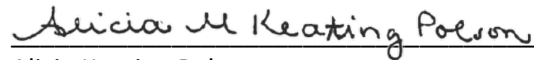
ADJOURNMENT

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 3:47 PM.



Rich Fukutaki
Chair, Board of Trustees
Community College District VIII

ATTEST:



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