



**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 Tuesday, June 11, 2024. 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 2:00 PM.

EXECUTIVE SESSION

At 2:00 PM, Chair Fukutaki announced the Board would convene for 30 minutes in executive session under [RCW 42.30.110\(1\)](#) for the following purpose: (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 2:30 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, President David May, Assistant Attorney General Tricia Boerger, and Board Secretary Alicia Keating Polson.

Absent: none.

There were 62 guests in attendance.

APPROVAL OF AGENDA AND MINUTES

Trustee Richard Leigh made a motion to approve the agenda (June 11, 2024) and minutes (May 15, 2024) Trustee Merisa Heu-Weller seconded.

The motion passed unanimously.

PROGRAM SPOTLIGHT

A. College in the High School

Michael Reese, Associate Dean, Academic Affairs, provided an overview of College in the High School.

CONSTITUENT REPORTS

A. College Assembly

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

- Under the new president and leadership team, this year has been marked by a focus on recovery and strategic planning. The councils have aligned with the president's long-term goals, achieving significant progress.
- The Resources and Planning Council and Infrastructure Council collaborated on a digital wayfinding initiative.
- Diversity and engagement were major themes, focusing on campus involvement and hybrid class trends. The Diversity Council has been examining student engagement with hybrid content and ensuring equitable access to services.
- Governance and planning processes saw increased excitement and participation. Many councils made new appointments, enhancing readiness for the upcoming year.
- The finalization of annual reports and new officer appointments is in progress.

B. Faculty

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

- It is pointed out that Bellevue College's leadership has a high turnover rate, including seven presidents, two provosts, and fifteen vice presidents in the past eight years.
- Lindsay Haney, associate professor of English, was introduced as the faculty union president for next year. He joined the meeting online and thanked Sue Nightingale for her many years of dedication.

C. Foundation

The Bellevue College Foundation (BCF) report was provided by Melissa Johnson, Executive Director of the Foundation.

- Special thanks to Dana Grey for her service as the Bellevue College Foundation President. She will continue on the Board as the Past President.
- The Foundation hosted a commencement breakfast, during which students were photographed with President May. Many families attended, and the Foundation captured alumni data and pictures to be posted on LinkedIn.
- The Foundation partnered with numerous teams on campus for the end-of-year celebration to celebrate longevity awards for faculty and staff. Excellence Award winners were acknowledged. The Foundations appreciate partnerships with the Office of Institutional Advancement, Marketing, HR, and the President's office in making this event possible.
- The Foundation hosted a President's Coffee last Friday. Special thanks to Trustee Greg Dietzel for the idea and location. It was a great success.

- Lisa Brock, on July 1st, will be voted in as President of the Bellevue College Foundation to serve for one more year.
- The Foundation highlights an exceptional fundraising year, with more than \$7m in revenue. Through three quarters, the Foundation is net \$5m over budget. It is important to the Foundation that the budget is a reflection of the mission and vision in dollars. Next year, an increase in campus investment will include more scholarship dollars, grant funding, and innovation support. The Foundation will work with Institutional Advancement to develop a strong alumni program.
- The Foundation board members are excited to participate in celebrating commencement this year.

D. Student

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

- Last week, the Associated Student Government held the annual ASG gala to celebrate student achievement from this academic year. The event included catering, a photo booth, and music. The event was a huge success, with at least 350 students attending. Special thanks to Dr. May for attending and speaking. Special thanks to Sienna Jarrard, ASG Events Representative, for all the hard work and planning that made the Gala successful.
- On May 30th, over twenty student organizations and ASG collaborated to host the International Night Market. Over twenty-five volunteers worked at this event, sixteen performers and over four hundred students attended.
- ASG is aware of concerns stemming from a recent student travel opportunity and has forwarded these concerns to the appropriate college bodies. ASG is also aware that the campus is reviewing travel processes and hopes these concerns can be integrated into those discussions.
- Applications for a new student Trustee have gathered three times as many applicants as last year. ASG has filled 26 of 27 open positions, and the last position should be filled by September.

E. Classified

There was no report.

PUBLIC COMMENT

Amanda Chamba, student at Bellevue College, provided public comment on NCORE experience.

Graciella Nzowo, student at Bellevue College, provided public comment on ASG hiring process.

Sam Rosenfeld, student at Bellevue College, provided public comment on NCORE experience.

Momen Menir, student at Bellevue College, provided public comment on a variety of concerns at Bellevue College.

Sofia Foronda, former student at Bellevue College, provided public comment on NCORE experience.

Yee San Lim, student at Bellevue College, provided public comment on NCORE experience.

Maxime Shema, student at Bellevue College, provided public comment on NCORE experience.

Marita Bwalya, student at Bellevue College, provided public comment on NCORE experience.

Pavy Thao, employee at Bellevue College, provided public comment on student support experience.

FIRST READ

A. Revision of 4650: Reasonable Accommodations

Frances Dujon-Reynolds, Vice President of Human Resources, presented the proposed revision of Policy 4650: Reasonable Accommodations.

Policy 4650 was last substantively updated prior to 2009. Since then, a series of definitions, resources, and guidelines for employers and employees have been expanded and clarified. This revision serves to update Bellevue College's compliance with the Washington State Human Rights Commission and related laws under Revised Code of Washington (RCW) and Washington Administrative Code (WAC).

Specifically, the policy has an updated definition of disabled individuals according to the State Human Rights Commission. It eliminates outdated references to a reasonable accommodation WAC 251 that was repealed effective 2005. It clarifies the responsibilities of both employees and Bellevue College in the procedures to address reasonable accommodations.

Five comments were received during the 45-day comment period. Comments focused on clarifications of terms, challenges to definitions based on WA Human Rights Commission, concerns of accountability, and how neurodiversity fits into these accommodations.

B. Creation of 4920: Exempt Renewal and Termination

Frances Dujon-Reynolds, Vice President of Human Resources, presented the proposed creation of Policy 4920: Exempt Renewal and Termination.

This policy emerged from requests by exempt employees and the Human Resources Compliance Team who occasionally missed receipt or timely return of annual paper/digital re-employment contracts. The person-power burden of creating, disseminating, returning, and processing over 200 exempt contracts each June was deemed inefficient for both employees and Bellevue College. The risk of confusion if contract renewals were completed late or missed paychecks due to crossed paperwork offers an opportunity for a streamlined process.

Many peer colleges and universities have adopted automatic renewal of exempt contracts, with termination-only situations addressed individually. The college president's contract is not included in this automatic renewal.

This policy identifies the automatic annual renewal for exempt, non-union employees, with exceptions for terminations and separations clearly listed.

Five comments were received during 45-day comment period. Comments focused on clarifications, definitions, and process.

ACTION

A. 24-25 College Budget

Motion 16.24

Trustee Greg Dietzel moved that the Board of Trustees of Community College District VIII that the Board of Trustees of Community College District VIII approves the college budget plan, as proposed, for fiscal period 2024-2025. This approval of the budget includes the Board of Trustees authorizing:

- the College President to proceed with the **execution of the planned program**;
- the College President to **transfer funds** within the General Fund, or from local and other funds, to eliminate any cash deficit as required by RCW 43.88.2601, to **provide working capital, and to support approved projects** and activities;
- the **tuition and fee schedule** as established by law, by the State Board for Community and Technical Colleges, as implemented by the College President, and as listed in the College catalog;
- the College President to **accept allocation amendments** from the State Board for Community and Technical Colleges, to accept such grants and contracts as may be acquired during the budget period, and to report on such changes, at least quarterly, to the Board of Trustees;
- the **addition of staff and faculty positions** if necessary to carry out the College's programs; and
- the College President to determine **the fee schedule for contract courses** and programs.

Trustee Pradnya Desh seconded.

The motion passed unanimously.

B. 24-25 Services & Activities Fee Budget

Motion 17.24

Trustee Richard Leigh moved that the Board of Trustees of Community College District VIII that the Board of Trustees of Community College District VIII approve the 24-25 Services and Activities budget allocation recommendation of **\$7,760,879.31**.

Trustee Merisa Heu-Weller seconded.

The motion passed unanimously.

C. Associated Student Government Constitution

Motion 18.24

Trustee Yana Chubarov moved that the Board of Trustees of Community College District VIII that the Board of Trustees of Community College District VIII approve the revisions to the Associated Student Government Constitution.

Trustee Greg Dietzel seconded.

The motion passed unanimously.

D. Creation of 6110: Flag Displays on Campus

Motion 19.24

Trustee Merisa Heu-Weller moved that the Board of Trustees of Community College District VIII that the Board of Trustees of Community College District VIII approves the creation of Policy 6110: Flag Displays on Campus.

Trustee Richard Leigh seconded.

The motion passed unanimously.

E. Amendment to President's Contract

Motion 20.24

Trustee Rich Fukutaki moved that the Board of Trustees of Community College District VIII approve an amendment to the President's contract that extends the contract period by an additional year, provides a cost of living increase of 3% effective July 1, 2024, and provides deferred compensation of \$15,500 to be paid by July 31, 2024, to an approved deferred compensation program. Trustee Merisa Heu-Weller seconded. Trustee Chubarov did not participate in the vote.

The motion passed unanimously.

F. Board Officer Elections

Motion 21.24

Trustee Pradnya Desh moved that the Board of Trustees of Community College District VIII approve Richard Leigh as chair for the 24-25 academic year. Trustee Greg Dietzel seconded.

Trustee Merisa Heu-Weller moved that the Board of Trustees of Community College District VIII appoint Trustee Pradnya Desh as vice chair for the 24-25 academic year. Trustee Rich Fukutaki seconded.

The motion passed unanimously.

INFORMATION

A. Interim (Temporary) Approval of the Revision to Policy 6120 and WAC 132H-142: Expressive Activities

Lori Keller, Associate Director of Policies and Special Projects, presented the revisions to WAC 132H-142: Expressive Activities and Policy 6120: Use of Community College District VIII Facilities by College Groups and Non-College Groups for First Amendment Activities which were approved as interim (temporary) policies by the President's Cabinet in June 2024.

Recent events on college and university campuses across the United States have given rise to a renewed interest in policies and procedures around expressive activities and the use of higher education facilities. Bellevue College currently has a policy and a WAC (Washington Administrative Code) with slight differences between the two documents. The plan is to update WAC 132H-142 and adopt it as Policy 6120 simultaneously. Due to the academic year calendar, these revisions cannot go through 45-day comment period or public hearing this spring. Therefore, this revision and adoption by President's Cabinet will remain temporary until the academic year 2024-2025 begins in September and the full policy revision process can be followed. This interim approval will be filed at the Code Reviser's Office and posted in the Bellevue College policy library for up to six months.

Changes to the WAC include the following:

- The chapter title will be updated to "use of college facilities for expressive activity."
- Section 25, "first amendment and protection of college mission," will be deleted.
- Section 30 will be renamed "time, place, and manner restrictions," to clarify rules around requests for use of college facilities.
- Section 50, "role of the president in first amendment decisions," will be replaced with "distribution of materials," to improve readability.
- Section 60 will be renamed "trespass," instead of "criminal trespass."
- Section 70, "posting of bond and hold harmless statements," will be deleted.

Further, definitions were updated and clarity around the review process if a group or individual is requested to leave college property.

REPORTS

B. Diversity, Equity, and Inclusion Report

Michelle Strange, Acting Vice President of Diversity, Equity, and Inclusion (DEI), provided the DEI report in writing.

- As the climate intensifies with so much unrest, safety and community continue to be prioritized.
- These themes were also prominent throughout the National Conference on Race & Ethnicity:
 - Bellevue College attended the conference with a contingency of 16 students and 14 staff and faculty. Director of Equity Training & Development, Abner Pagunuran led a post-conference debrief for staff & faculty.
 - Throughout the conference, the Bellevue College sponsor table had lots of engagement from potential staff and faculty applicants. Thank you to all of the BC staff & faculty NCORE participants for your support in hosting the table.
 - And thanks again to the President's Office for sponsoring BC job openings on the NCORE job listings site. We are hopeful that this will support our efforts to increase the diversity of staff & faculty applicants at the college.
 - Lastly, Bellevue College had two successful presentations at the conference:
 - Michelle Strange presented "Embedding Restorative Practices into Strategic DEI Efforts in Higher Education"
 - VP of Student Affairs, Judy Hernandez Chapar led "What We Leave Behind & Bring with Us: An Immigrant's Healing Journey"
- Beyond the conference, Director of Equity Training & Development, Abner Pagunuran is diligently preparing for Equity PD Day, October 16 and collaborating with HR and Public Safety on addressing college equity PD requirements and accessibility in alignment with SB 5227.
- Acting Director of Diversity & Social Justice, Hassan Kirkland is leading efforts with Multicultural Services to expand the Social Justice Center to include a student resource space and the main space of SJC has also been transformed. With new art, posters, graphic art content, banners, flags, and other visual items, the space cultivates a welcoming and evocative environment for diverse communities on campus. The transformation of SJC is in effort to create more space for staff, faculty, students, and community to gather, connect, communicate, educate, and restore themselves on campus.
- With so much change ahead with the academic year's end, legislation, and ongoing climate concerns, the college is making proactive plans to serve the diverse and emerging needs of campus community.

C. President's Report

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

- Special thanks to Dana Gray for her service as president of the Bellevue College Foundation and for her amazing job this year working through some challenging moments.
- An expression of deep gratitude for Sue Nightingale, the president of the faculty union, and for her hard work and dedication to Bellevue College and the college faculty.
- Sean Behl, President of the Associated Student Government, has set a high standard of success for ASG. Job well done.
- Special thanks to Board of Trustees Chair Rich Fukutaki for his service this year as chair.
- The President's office is in the final stages of hiring the last vice president. By fall, Bellevue College will have a complete president's cabinet.

D. Board Report

Trustee Merisa Heu-Weller provided the Board report:

- Trustee Merisa Heu-Weller has served on the Bellevue College Board of Trustees since November 2013. This meeting marks her final session as she concludes her service.
- Trustee Merisa Heu-Weller extends heartfelt appreciation for the respectful debates that enrich the Board's dynamic and ultimately strengthen Bellevue College. She expresses her gratitude to the many individuals with whom she has collaborated and from whom she has learned. Engaging in the Board's work within this community and for future generations is a significant privilege. While it may be challenging and demanding, it has also been a profound source of joy for Trustee Heu-Weller.

Chair's Remarks and Farewell to Trustee Merisa Heu-Weller

- Chair Rich Fukutaki thanks Trustee Merisa Heu-Weller for graciously agreeing to extend her tenure beyond the initial plan. Her support through the full academic year has been instrumental in ensuring a successful transition for Dr. May's first year.
- Over the past years, the Board has navigated numerous challenges, including changes in leadership, press conferences, appointments of vice presidents and the provost, and participation in various conferences and engagements at the federal level. Trustee Heu-Weller's steady and calming presence has been invaluable, and the Board of Trustees will miss her greatly.

UNSCHEDULED BUSINESS

There was no unscheduled business.

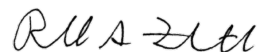
EXECUTIVE SESSION

At 4:17 PM, Chair Fukutaki announced the Board would convene for 60 minutes in executive session under [RCW 42.30.110\(1\)](#) for the following purpose: (g) To review the performance of a public employee. The Board also discussed the 2023-2024 Board evaluation. 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 5:17 PM.

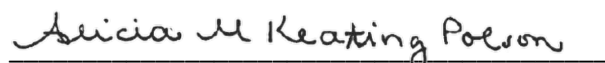
ADJOURNMENT

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 5:18 PM.



Rich Fukutaki
Chair, Board of Trustees
Community College District VIII

ATTEST:



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