



**BELLEVUE**  
**COLLEGE**



# **Board of Trustees**

## **Community College District VIII**

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**REGULAR MEETING**  
**June 26, 2025**



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**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 Thursday, June 26, 2025. The business session will begin at 5:00 PM. This meeting will be conducted both in-person in B201 and remotely via Zoom. A telephone line will also be available. Richard Leigh, Chair, will preside.

**MEETING CALL IN DETAILS**

[Join Business Session \[Zoom\]](#)

Dial in by telephone: +1 253 215 8782

Webinar ID: 819 5676 9065

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**MEETING AGENDA**

**BUSINESS SESSION**

- I. Call to Order Richard Leigh
  - a. Welcome and Introductions
  - b. Approval of Agenda for June 26, 2025
  
- II. 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](mailto:BoardofTrustees@bellevuecollege.edu).
  
- III. Action
  - a. 25-26 College Budget Dr. Jorge de la Torre and Ty Bergstrom
  - b. 25-26 Services & Activities Fee Budget Daniel Ngoy
  - c. Revision of Policy 6120 and WAC 132H-142: Expressive Activity Dr. Lori Keller

**EXECUTIVE SESSION**

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

**ADJOURNMENT**



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## REGULAR MEETING AGENDA ITEM

### 2025-2026 COLLEGE BUDGET

#### Action

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#### Description

The Bellevue College Operating Budget for fiscal year 2025-26 is presented to the Board of Trustees for consideration. To assist the Board in considering the proposed budget, a comparison of the initial 2024-25 and the 2025-26 budget is provided.

Attachment 1: Proposed 2025-26 College Budget and Reserve Report

Attachment 2: Operating Projection Model

#### Analysis

The fiscal year 2025-26 budget highlights

#### Revenue

##### Tuition Rate Increase

- +3.3% State Tuition
- +2.5% Running Start

##### Projected Enrollment Changes

- +1.5% State Enrollment (Including BAS programs)
- +0.00 % International Enrollment (including ELI)
- +1.5% Running Start Enrollment

#### Expenses

##### Wages and Benefits

- COLA: Faculty 3%, Exempt 3% and WFSE Classified 3%
- 8% Lapsed Salaries Classified
- 6% Lapsed Salaries Exempt
- 13% Increase in medical insurance employer share
- Continued adjustment of Adjunct Salaries and Expense Lines

## Limitations

- Presented Interim budget results in an estimated \$4.2M shortfall
- Requires Final FY 2026 budget with appropriate reductions be approved by 12/31/2025
- Based on the assumption that the Board will waive the current year's transfer of funds of approximately \$2.7M that would maintain the 25% operating reserve.
- Requires the use of an estimated \$2.2M FY 2024-2025 carryover and \$1M of interest income.
- Adjustments to the estimated State Allocation will require amendments to the budget presented.
- \$5.1 Million commitment to Capital to Refurbish old buildings.

## Proposed Budget (motion language is in the next section)

It is recommended that the Board of Trustees of Community College District VIII approve the following interim budget plan for the fiscal year July 1, 2025 through June 30, 2026.

### Annual Budget

Operating Funds	\$ 146,964,405
Proprietary Funds	\$ 16,445,328
Financial Aid Funds	<u>\$ 18,285,017</u>
<b>Total 2024-25 Annual Budget</b>	<u><b>\$ 181,694,750</b></u>

### Reserve Funds

Contingency Fund (2.5%)	\$ 4,259,258
Operating Reserve (25%)	\$ 35,053,494
Proprietary Reserve	\$739,377
Debt Reserve	\$10,689,394
Student Housing Reserve	\$251,301
<b>Total Reserves</b>	<u><b>\$50,992,824</b></u>

## Recommended Motion

That the Board of Trustees of Community College District VIII approves the college budget plan, as proposed, for fiscal period 2025-2026 on an interim basis, with the understanding that the college will adjust the plan to reflect a balanced budget by end of calendar year 2025. This approval of this interim 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;
- A one-year suspension of the policy 7110 requirement to fund a 25% operating reserve.
- 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 **adjustment 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.

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Tyrell Bergstrom, Executive Director of Finance and Auxiliary Services

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### **Background/Supplemental Information**

## Proposed Revenue Plan by Fund

Includes comparison to initial 2024-25 college budget

	2024-25 INITIAL BUDGET	Increase (Decrease)	2025-2026 INITIAL BUDGET
<b>OPERATING FUND:</b>			
STATE ALLOCATION	66,805,476	(779,695)	\$66,025,781
LOCAL OPERATING	24,884,649	2,653,221	\$27,537,870
DEDICATED LOCAL FUND	7,076,415	(446,212)	\$6,630,203
GRANTS & CONTRACTS	41,447,435	5,323,116	\$46,770,551
<b>TOTAL OPERATING FUNDS:</b>	<b>140,213,975</b>	<b>6,750,430</b>	<b>\$146,964,405</b>
<b>PROPRIETARY FUNDS:</b>			
COMPUTER SERVICE FUND	10,001	-	\$10,001
PRINTING FUND	561,170	7,900	\$569,070
ASSOCIATED STUDENTS (non S&A)	417,400	-	\$417,400
PARKING	1,425,000	-	\$1,425,000
FOOD SERVICES	2,556,422	64,052	\$2,620,474
OTHER AUXILIARY ENTERPRISES	5,769,227	152,113	\$5,921,340
HOUSING	5,100,000	382,043	5,482,043
<b>TOTAL PROPRIETARY FUNDS:</b>	<b>15,839,220</b>	<b>606,108</b>	<b>\$16,445,328</b>
<b>FINANCIAL AID FUNDS:</b>			
GRANTS IN AID	13,500,000	-	13,500,000
STUDENT LOAN	3,750,000	-	3,750,000
STATE WORK STUDY	285,017	-	285,017
FINANCIAL AID FUND	750,000	-	750,000
<b>TOTAL FINANCIAL AID FUNDS:</b>	<b>18,285,017</b>	<b>-</b>	<b>\$18,285,017</b>
<b>TOTAL ANNUAL REVENUE:</b>	<b>\$174,338,212</b>	<b>\$7,356,538</b>	<b>\$181,694,750</b>
<b>2025-26 COLLEGE RESERVE REPORT</b>			
			Reserve
<b>RESERVE FUND BALANCES</b>			
Contingency Fund 3.00%			\$4,259,258
Operating Reserve 25% (reflects suspension for FY 2025-26)			\$35,053,494
Proprietary Reserve 25% (\$2.6 M underfunded)			\$739,377
Debt Reserve			\$10,689,394
Student Housing Reserve			\$251,301
<b>TOTAL RESERVED</b>			<b>\$50,992,824</b>



	Actual FY 23-24	Budget FY24-25	Projection FY 24-25	Budget FY 25-26
<b>Revenue</b>				
<b>Total Tuition Revenue</b>	<b>56,411,288</b>	<b>58,657,326</b>	<b>64,778,167</b>	<b>65,616,495</b>
State Tuition	18,397,220	19,101,806	20,869,484	21,749,438
Bachelor Programs	5,217,749	5,782,843	5,498,804	5,788,432
Running Start	22,285,653	22,744,095	26,562,642	26,951,298
International(With ELI)	10,510,666	11,028,582	11,847,237	11,127,327
Other Student Fees & Grant Revenue	13,073,086	12,923,120	11,340,131	13,415,380
State Operating Appropriation	58,522,657	62,436,758	62,615,162	62,964,314
Additional State Appropriation	3,778,418	3,778,418	3,778,418	2,471,167
Capital Approp- for Operating	590,300	590,300	590,300	590,300
Reimbursements other agencies\carryover	1,697,633	1,828,053	2,754,992	1,906,749
<b>Total Operating Revenue Sources</b>	<b>134,073,382</b>	<b>140,213,975</b>	<b>145,857,170</b>	<b>146,964,405</b>
<b>Expenses</b>				
<b>Total Wages &amp; Benefits</b>	<b>103,059,627</b>	<b>111,253,142</b>	<b>114,985,079</b>	<b>121,638,004</b>
Full-Time Faculty Salaries	21,737,279	23,883,883	24,928,532	26,056,311
Adjunct Faculty Salaries	17,756,678	18,364,678	21,671,266	21,645,390
Cost of Stipends	3,010,971	2,688,906	3,175,768	2,932,827
Exempt Salaries	17,631,512	20,643,466	19,263,493	21,553,509
Classified Salaries	17,593,360	19,973,756	18,642,401	20,620,818
Unfilled Positions Budget	-	(3,249,378)	-	(2,967,434)
Other Salaries	1,167,265	2,344,014	1,116,359	2,299,504
Benefits	25,046,445	27,582,532	27,165,975	30,475,794
Salary/Benefit Transfers	(883,883)	(978,715)	(978,715)	(978,715)
Goods & Services/ Personal Svcs	17,091,595	19,991,257	15,517,997	20,544,072
Student Services	3,195,341	2,837,388	3,317,995	3,612,297
Equipment, Furniture	1,219,558	789,495	2,695,796	30,599
Travel	605,993	571,033	638,534	536,732
Non Salary Transfers	(159,468)	(192,398)	(192,398)	(207,402)
Old Building Renovation Fund	5,088,287	4,735,043	4,857,003	5,112,329
Other Adjustments	1,088,524	(879,484)	700,000	(1,196,246)
Student Success COP and other	1,106,000	1,108,500	1,108,500	1,108,500
<b>Total Expenses</b>	<b>132,295,456</b>	<b>140,213,975</b>	<b>143,628,505</b>	<b>151,178,885</b>
<b>Operating Margin (No Depreciation)</b>	<b>1,777,926</b>	<b>(0)</b>	<b>2,228,665</b>	<b>(4,214,480)</b>



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## REGULAR MEETING AGENDA ITEM

### 2025-2026 SERVICES & ACTIVITIES FEE BUDGET

#### Action

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##### Description

RCW 28B.15.044 for the State of Washington grants authority to the Board of Trustees to approve the campus Services and Activities (S & A) Budget. Further, it requires students to advance a budgetary recommendation for consideration of the Board of Trustees.

The S&A Budget recommendation is developed by the S&A committee. The committee was comprised of five students, one exempt staff member, one classified staff member and one faculty member. This year's committee members are (asterisks denote voting members):

- \* Daniel Ngoy (ASG President)
- \* Desiree Besson (ASG Director of Finance)
- \* Sara Sunil (Student at Large)
- \* Kira McKey (Student at Large)
- \* Dan Diakubama (Student at Large)
- \* Travis Sage (Classified)
- \* Becca Marion (Exempt)
- \* Sophie Leung (Faculty)

Committee Advisor(s):

Mike Kaptik

Support was also provided by Ty Bergstrom and Brad Huggins.

The committee completed deliberations and has prepared a recommendation for the 2025-2026 year. The budget recommendation was approved by the committee members.

For reference, here are some key points for this year's process:

- There were 76 applications this year.
- The 25-26 S&A committee reviewed the applications with the following priorities (not in any particular order):
  - Events occurring on-campus
  - Sustainable for future years
  - Cultural events
  - Academic success (co-curricular) - able to improve student standing
  - Funds for food should be sustainable (balanced): other items before food
  - Maximize impact of funds on maximum number of students
  - Equity/ DEI



- 2025-26 requested amounts exceeded 2025-26 allocated amount by **\$2,997,617**.
- Funds requested this year, **\$7,102,876**, were \$100,273 lower than last year's requests when factoring out last year's renovation request.
- Funds allocated this year, **\$4,105,419.31**, were \$1,317,160.31 lower than last's year allocations factoring out last year's renovation allocation. The funds available for allotment is based on an estimate of funds collected this year for the 25-26 school year and left-over funds from the 24-25 budget.
- After initial recommendations, the S&A committee reviewed 17 appeals and made several adjustments to the recommendations after the appeal hearings.

**Comparison of 2024-25 Recommendation and 2025-26 Recommendation:**

	2024-25	2025-26	Delta
Total Funds Requested	\$ 9,703,149.00	\$ 7,102,876.00	\$ (2,600,273.00)
Funds Requested (Renovation)	\$ 2,500,000.00		\$ (2,500,000.00)
Funds Requested (Non-Renovation)	\$ 7,203,149.00	\$ 7,102,876.00	\$ (100,273.00)
Total Funds Allocated	\$ 7,760,879.31	\$ 4,105,259.00	\$ (3,655,620.31)
Funds Allocated (Renovation)	\$ 2,338,460.00		\$ (2,338,460.00)
Funds Allocated (Non-Renovation)	\$ 5,422,419.31	\$ 4,105,259.00	\$ (1,317,160.31)

**Review Process:**

Overall cuts to requests were made based on the committee's priorities. The S&A Committee reviewed each application thoroughly. Through the review process, the committee reduced asks in multiple ways:

1. Each application was reviewed by line item and reductions were made to items such as travel, equipment, staffing and food.
2. After initial reductions were made, additional across the board percentage-based cuts were made to hit the recommended budget target.
3. A final review was made after appeals, and some funds were added to the initial recommendations.

The full list of recommended allocations is attached. Funds allocated are in the column titled "2025-26 Recommended S&A Allocation".

**Additional Committee Recommendations:**

- If additional funds are found in end of year review (i.e.- more leftover funds than expected or funds collected exceed projections), those funds will be placed in the ASGBC General Funds.

If there are less funds than projected, funds will come from the available ASGBC General Funds.

**Background/Supplemental Information**

2025-26 Services and Activities Fee Budget Allocation Summary

**Recommendation/Outcomes**

That the Board of Trustees of Community College District VIII approve the 25-26 Services and Activities budget allocation of **\$4,105,259.00**.

## 2025-2026 Services and Activities Fee Budget Allocations Summary

#	Organization name	Budget #	2025-26 Request	2024-25 Allocation	2025-26 Recommended S&A Allocation
1	ASSOCIATED STUDENT GOVERNMENT OPERATIONS	23000	335,369	305,352	300,569
2	ASG OFFICE OF CIVIC ENGAGEMENT	23001	63,571	54,554	0
3	CAMPUS ACTIVITIES BOARD	23002	183,500	140,000	130,140
4	STUDENT ENGAGEMENT OPERATIONS	23004	948,250	990,349	912,580
5	STUDENT BUSINESS CENTER	23005	398,441	246,110	249,241
6	STUDENT LIFE WEB & SOCIAL MEDIA	23006	22,705	21,808	22,357
7	ASG GENERAL FUND	23031	618,450	419,000	409,000
8	UNITED NATIONS ASSOCIATION	23104	5,200	7,500	3,300
9	PHI THETA KAPPA HONOR SOCIETY (PTK)	23109	27,427	4,512	2,680
10	INFOSEC CLUB	23110	32,000	0	2,500
11	CHINESE STUDENT ASSOCIATION	23112	25,000	14,500	12,356
12	INTERNATIONAL STUDENTS AFFINITY COORDINATOR	23113	102,712	50,895	37,578
13	JAPANESE CULTURE EXCHANGE CLUB	23114	24,066	26,168	10,975
14	LGBTQ STUDENT COORDINATOR	23115	76,062	46,495	33,258
15	BLACK STUDENTS AFFINITY COORDINATOR	23117	149,537	67,068	33,334
16	LATINO STUDENTS AFFINITY COORDINATOR	23119	100,262	63,752	26,138
17	BUSINESS LEADERSHIP COMMUNITY (BLC)	23120	65,033	57,782	15,532
18	MULTI-CULTURAL SERVICES	23121	36,500	36,400	14,808
19	RISE LEARNING INSTITUTE (MAKERSPACE)	23122	52,928	48,435	26,230
20	PUENTE	23126	15,930	7,500	2,381
21	VETERAN STUDENTS AFFINITY COORDINATOR	23127	35,220	28,495	27,680
22	SPEECH & DEBATE	23129	192,600	0	85,590
23	MUSLIM STUDENT ASSOCIATION	23133	36,452	17,500	15,294
24	TAIWANESE STUDENT ASSOCIATION	23134	16,000	15,570	5,560
25	BELLEVUE COLLEGE MUSIC ACTIVITIES	23137	157,770	86,420	65,724
26	DIGITAL MEDIA DESIGN	23138	281,180	0	10,200
27	ACADEMIC SUCCESS CENTER - ALL TUTORING	23139	505,500	500,000	393,020
28	WATCHDOG STUDENT NEWSPAPER	23140	72,000	59,040	71,420
29	DRAMA ACTIVITIES	23143	38,320	0	13,774

30	BC DANCE PRODUCTIONS AND ACTIVITIES	23145	23,150	12,250	4,590
31	CENTER FOR CAREER CONNECTIONS	23147	51,360	43,792	40,140
32	STAGEFRIGHT DRAMA CLUB	23148	23,124	11,024	9,784
33	ASIAN PACIFIC ISLANDER STUDENTS AFFINITY COORDINATOR	23153	96,819	58,121	37,709
34	DECA	23155	152,410	0	63,670
35	UMOJA SCHOLARS PROGRAMS	23159	129,152	27,960	18,488
36	COLLIMATORS CLUB	23168	6,000	6,000	3,680
37	LEADERSHIP INSTITUTE	23181	95,800	63,600	42,440
38	EARLY LEARNING CENTER (CHILDCARE CENTER)	23182	283,250	283,250	248,450
39	LATINO STUDENTS OF BC	23184	21,750	35,050	6,960
40	INTERIOR DESIGN STUDENT ASSOCIATION	23185	10,000	7,850	6,520
41	BULLDOG FOOD PANTRY / BENEFITS HUB	23186	20,000	32,250	17,680
42	STUDENT ENGAGEMENT SIGNATURE EVENTS	23187	58,600	50,000	25,424
43	NURSING STUDENT ASSOCIATION	23193	22,675	9,000	8,552
44	BLACK STUDENT UNION	23195	162,400	58,300	55,216
45	INTERNATIONAL STUDENT ASSOCIATION	23196	22,650	45,300	13,950
46	COMPUTER SCIENCE CLUB	23199	39,000	9,700	2,460
47	BC FILMMAKING CLUB	23200	20,800	15,096	7,460
48	GUITAR CLUB	23201	46,101	21,785	22,320
49	ASIAN PACIFIC ISLANDER STUDENT ASSOCIATION	23207	58,300	37,500	16,540
50	BC VOLLEYBALLLL CLUB	23208	51,750	25,500	16,370
51	BIOLOGY CLUB	23209	1,317	0	1,317
52	SEWNG & TEXTILE ARTS CLUB	23210	10,000	2,000	1,500
53	ASG EVENTS & COMMUNITY RELATIONS	23211	143,886	124,035	75,446
54	CENTRAL ASIAN STUDENT ASSOCIATION	23212	15,052	0	5,248
55	CHRISTIAN STUDENT ASSOCIATION	23213	10,000	7,000	5,360
56	ASSOCIATION FOR COMPUTING MACHIERY	23214	43,848	12,500	1,568
57	ETA OMEGA NURSING HONOR SOCIETY	23218	7,950	2,000	0
58	GENDER-BASED VIOLENCE PREVENTION	23219	11,371	13,000	4,561
59	BADMINTON AND PICKLEBALL CLUB	23227	7,300	7,300	2,892
60	BC ROBOTICS CLUB	23228	3,261	13,493	2,565
61	BC ROCKETRY AND AEROSPACE	23229	15,000	13,355	6,880

62	RUNNING START STUDENT ASSOCIATION	23230	14,500	8,500	5,800
63	XR CLUB	23233	6,000	11,000	2,000
64	ASG TRAVEL FUND	23234		525,342	0
65	ALL ATHLETICS PROGRAMS	23162, etc.	467,000	275,000	275,200
66	WELLNESS CENTER	23176 and 23116	60,532	46,464	56,124
67	SOUTH ASIAN STUDENT ASSOCIATION	23xxx	69,000	0	24,340
68	STUDENTS FOR JUSTICE CLUB	23xxx	54,350	0	15,200
69	FUTURE NURSES OF AMERICA	23xxx	5,100	0	2,432
70	KOREAN CLUB	23xxx	4,410	0	2,322
71	GIRLS WHO CODE	23xxx	6,300	0	2,000
72	INTERVARSITY CLUB	23xxx	3,239	0	1,500
73	FINANCE CLUB	23xxx	1,100	0	1,100
74	D&D CLUB	23xxx	1,090	0	1,090
75	SKY HAPPINESS CLUB	23xxx	233	0	233
76	ARTS & HUMANITIES	23xxx	109,601	0	0
77	VETERANS STUDENT ASSOCIATION	23xxx	18,360	0	6,960
	<b>TOTAL ALLOCATIONS/REQUESTS</b>		7,102,876	5,229,522	4,105,259



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## REGULAR MEETING AGENDA ITEM

# REVISION OF POLICY 6120, WAC 132H-142: USE OF COLLEGE PROPERTY FOR EXPRESSIVE ACTIVITY

### Action

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#### Description

In fall of 2024 the college held a 45-day comment period and public hearing for revisions to the expressive activity policy. Sufficient changes were identified at that time and another hearing and comment period was warranted. A second comment period and public hearing were held in early 2025.

Clarifications include consistent definition and use of the terms “limited public forum” and “public forum” and expanding the public nature of state property. These terms are directly applicable to college groups and noncollege groups seeking to express ideas and promote free and open dialogue on Bellevue College property.

#### 45-Day Comment

The second comment period was held from January 15-March 3, 2025, and a public hearing was held on February 26, 2025. Two individuals attended the hearing. No comments were received. Four written comments were received during the 45-day period and were incorporated where necessary.

#### Recommended Action

That the Board of Trustees of Community College District VIII approves the revision of Policy 6120, WAC 132H-142: Use of College Property for Expressive Activity.

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Prepared by: Dr. Lori McRea Keller, Director of Policies & Government Relations  
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**Chapter 132H-142 WAC**  
**((~~FIRST AMENDMENT ACTIVITIES FOR COMMUNITY COLLEGE DISTRICT VIII~~)) USE**  
**OF COLLEGE PROPERTY FOR EXPRESSIVE ACTIVITY**

AMENDATORY SECTION (Amending WSR 05-07-069, filed 3/14/05, effective 4/14/05)

**WAC 132H-142-010 Title.** WAC 132H-142-010 through 132H-142-060 shall be known as use of ~~((Community College District VIII facilities by college groups and noncollege groups for first amendment activities))~~ college property for expressive activity.

AMENDATORY SECTION (Amending WSR 12-24-044, filed 11/29/12, effective 12/30/12)

**WAC 132H-142-015 Definitions.** ~~((For the purposes of this policy noncollege groups shall mean individuals, or combinations of individuals, who are not currently enrolled students or current employees of Bellevue Community College or who are not officially affiliated or associated with a recognized student organization or a recognized employee group of the college.~~

~~For purposes of this policy, college groups shall mean individuals who are currently enrolled students or current employees of Bellevue Community College or who are affiliated with a recognized student organization or a recognized employee group of the college.~~

~~College facilities include all buildings, structures, grounds, office space and parking lots.~~

~~The college is a limited public forum for noncollege groups. The limited public forum does not include college buildings or athletic fields.))~~ (1) "College groups" means individuals or groups who are currently enrolled students or current employees of Bellevue College, or guests of Bellevue College who are sponsored by a recognized student organization, employee organization, or the administration of the college.

(2) "College property" shall include, but not be limited to, all campuses of the college, wherever located, and all college-controlled, owned, rented, leased, occupied, or used land, buildings, structures, property, vehicles, equipment, office space, parking lots, and any other property and/or college hosted online platforms utilized by the college for any education programs and activities.

(3) "Expressive activity" includes, but is not necessarily limited to, informational picketing, petition circulation, the distribution of informational leaflets or pamphlets, speech-making, demonstrations, rallies, appearances of speakers in outdoor areas, protests, meetings to display group feelings or sentiments and/or other types of assemblies to share information, perspective, or viewpoints.

(4) "Limited public forum" means public and common areas of the campus where college groups may assemble for expressive activity, subject to time, place, and manner regulations. College buildings, rooms,



and athletic fields also may be rented in accordance with the college's ~~((facilities))~~ property use policy.

(5) "Noncollege groups" means individuals, or combinations of individuals, who are not currently enrolled students or current employees of Bellevue College and who are not officially affiliated or associated with, or invited guests of a recognized student organization, recognized employee group, or the administration of the college.

(6) "Public use areas" means outdoor areas of campus that the college has chosen to open as places where noncollege groups may assemble for expressive activity protected by the first amendment, subject to reasonable time, place, or manner restrictions. College buildings, rooms, and athletic fields also may be rented in accordance with the college's property use policy. While state property constitutes traditional open public space, group restrictions are intended for safety, security, the operation of campus, and educational program and activities.

AMENDATORY SECTION (Amending WSR 12-24-044, filed 11/29/12, effective 12/30/12)

**WAC 132H-142-020 Statement of purpose.** Bellevue ~~((Community))~~ College ~~((District VIII))~~ is an ~~((educational))~~ institution of higher education provided and maintained by the people of the state of Washington. The college reserves its property for activities that are related to its broad educational mission. College ~~((facilities are))~~ property is reserved primarily for educational use including, but not limited to, instruction, research, public assembly of college groups, student activities and other activities directly related to the educational mission of the college. The public character of the college does not grant to individuals an unlimited license to engage in activity which limits, substantially interferes with, or otherwise disrupts the normal activities ~~((for and))~~ to which the college's ~~((buildings, facilities and grounds are))~~ property is dedicated ~~((and said buildings, facilities and grounds are not available for unrestricted use by noncollege groups. While said buildings, facilities and grounds are not available for unlimited use by college groups, it is recognized that Bellevue Community College students and employees should be accorded opportunity to utilize the facilities and grounds of the college to the fullest extent possible. The purpose of these time, place and manner regulations is to establish procedures and reasonable controls for the use of college facilities for both noncollege and college groups. It is intended to balance the college's responsibility to fulfill its mission as a state educational institution of Washington with the interests of noncollege groups or college groups who are interested in using the campus for purposes of constitutionally protected speech, assembly or expression. The college intends to open its facilities to noncollege groups to a lesser extent as set forth herein)).~~ Accordingly, the college designates common areas (e.g., building courtyards, building lobbies) of the college as a limited public forum dedicated to the use of college groups, subject to the time, place, and manner limitations and restrictions set forth in this policy.

The purpose of the time, place, and manner regulations set forth in this policy is to establish procedures and reasonable controls for the use of college property. It is intended to balance the college's

responsibility to fulfill its mission as a state educational institution of Washington with the interests of college groups seeking to assemble in outdoor common areas of the campus for expressive activity. Bellevue College recognizes that college groups should be accorded the opportunity to utilize the property of the college to the fullest extent possible.

The college designates the following public use area(s) for use by noncollege groups for expressive activities on campus:

- Building C courtyard between building C and D extending east out from the fountain for groups less than 30; and
- South courtyard, just north of Carlson Theater if over 30 participants are expected.

AMENDATORY SECTION (Amending WSR 12-24-044, filed 11/29/12, effective 12/30/12)

**WAC 132H-142-030 ((Request for use of facilities.)) Time, place, and manner restrictions.** ((Subject to the regulations and requirements of this policy, college or noncollege groups may use the campus limited forums for those activities protected by the first amendment. Examples of first amendment activities would include, but not necessarily be limited to, informational picketing, petition circulation, the distribution of information leaflets or pamphlets, speech-making, demonstrations, rallies, appearances of speakers in outdoor areas, mass protests, meetings to display group feelings or sentiments and/or other types of constitutionally protected assemblies to share information, perspective or viewpoints.

Noncollege groups that intend to be on campus to engage in first amendment activities (hereinafter "the event") are encouraged to provide notice to the student programs office no later than twenty-four hours prior to the event along with the following information:

- (1) The name, address and telephone number of the individual, group, entity or organization sponsoring the event (hereinafter "the sponsoring organization"); and
- (2) The name, address and telephone number of a contact person for the sponsoring organization; and
- (3) The date, time and requested location of the event; and
- (4) The nature and purpose of the event; and
- (5) The type of sound amplification devices to be used in connection with the event, if any; and
- (6) The estimated number of people expected to participate in the event.

Signs shall be no larger than three feet by five feet (3' x 5') and no individual may carry more than one sign.

The use of sound amplification devices is limited to the limited public forum area as long as the sound amplification device is used at a volume which does not disrupt or disturb the normal use of classrooms, offices or laboratories or any previously scheduled college event or activity.

College groups are encouraged to notify the student programs office no later than forty-eight hours in advance of an event. However, unscheduled events are permitted so long as the event does not interfere with any other function occurring at the facility.

~~College group events shall not last longer than eight hours from beginning to end. Noncollege events shall not last longer than five hours from beginning to end.~~

~~There shall be no overnight camping on college facilities or grounds. Camping is defined to include sleeping, carrying on cooking activities, or storing personal belongings for personal habitation, or the erection of tents or other shelters or structures for the purposes of personal habitation.~~

~~Information may be distributed as long as it is not obscene or libelous or does not advocate or incite imminent unlawful conduct. The sponsoring organization is encouraged, but not required, to include its name and address on the distributed information. College groups may post information on bulletin boards, kiosks and other display areas designed for that purpose, and may distribute materials throughout the open areas of campus. Noncollege groups may distribute materials only at the site designated for noncollege groups. To avoid excessive littering of the campus and/or greatly increased work requirements for college physical plant employees, groups are asked to cooperate with the college in limiting the distribution of information leaflets or pamphlets to the limited public forum site.~~

~~Speech that does no more than propose a commercial transaction shall not occur in connection with the event.~~

~~College facilities may not be used for commercial sales, solicitations, advertising or promotional activities, unless:~~

- ~~• Such activities serve educational purposes of the college; and~~
- ~~• Such activities are under the sponsorship of a college department or office or officially chartered student club.~~

~~The limited public forum used by the group should be cleaned up and left in its original condition and may be subject to inspection by a representative of the college after the event. Reasonable charges may be assessed against the sponsoring organization for the costs of extraordinary clean-up or for the repair of damaged property.~~

~~All fire, safety, sanitation or special regulations specified for the event are to be obeyed.~~

~~The college cannot and will not provide utility connections or hook-ups for purposes of first amendment activities conducted pursuant to this policy.~~

~~The event must not obstruct vehicular, bicycle, pedestrian or other traffic or otherwise interfere with ingress or egress to the college, or to college buildings or facilities, or to college activities or events.~~

~~The event must not create safety hazards or pose unreasonable safety risks to college students, employees or invitees to the college.~~

~~The event must not interfere with educational activities inside or outside any college building or otherwise prevent the college from fulfilling its mission and achieving its primary purpose of providing an education to its students.~~

~~The event must not materially infringe on the rights and privileges of college students, employees or invitees to the college.~~

~~The event must also be in accordance with any other applicable college policies and regulations, regulations and policies of Bellevue Community College, local ordinances and/or state or federal laws.))~~

(1) Subject to the regulations and requirements of this policy, groups may use limited public forums and public use areas for expressive activities between the hours of 7:00 a.m. and 10:00 p.m.

(2) Use of audio amplifying equipment is permitted only in locations and at times that will not disrupt, or disturb, or interfere with the normal conduct of college affairs including, but not limited to, the use of classrooms, offices, libraries, and laboratories; and previously scheduled college events or activities.

(3) Groups are encouraged to notify the campus public safety department no later than 24 hours in advance of an event. However, unscheduled events are permitted so long as the event does not materially disrupt any other function occurring at the facility.

(4) All sites used for expressive activity should be cleaned up and left in their original condition and may be subject to inspection by a representative of the college after the event. Reasonable charges may be assessed against the sponsoring organization for the costs of extraordinary clean up or for the repair of damaged property.

(5) All fire, safety, sanitation, or special regulations specified for the event are to be obeyed. The college cannot and will not provide utility connections or hook-ups for purposes of expressive activity conducted pursuant to this policy.

(6) The event must not be conducted in such a manner to obstruct vehicular, bicycle, pedestrian, or other traffic or otherwise interfere with ingress or egress to the college, or to college buildings or property, or to college activities or events. The event must not create safety hazards or pose unreasonable safety risks to college students, employees, or invitees to the college.

(7) The event must not substantially and materially interfere with educational activities inside or outside any college building or otherwise prevent the college from fulfilling its mission and achieving its primary purpose of providing an education to its students. The event must not materially infringe on the rights and privileges of college students, employees, or invitees to the college.

(8) There shall be no camping on college property. Camping is defined to include sleeping, carrying on cooking activities, or storing personal belongings for personal habitation, or the erection of tents or other shelters or structures used for purposes of personal habitation.

(9) College property may not be used for commercial sales, solicitations, advertising, or promotional activities, unless:

(a) Such activities serve educational purposes of the college; and

(b) Such activities are under the sponsorship of a college department or office or officially chartered student club.

(10) The event must also be conducted in accordance with any other applicable college policies and regulations, local ordinances, and state or federal laws.

AMENDATORY SECTION (Amending WSR 12-24-044, filed 11/29/12, effective 12/30/12)

**WAC 132H-142-040 Additional requirements for noncollege groups.**

~~((The limited public forum))~~ Public use areas may not be used on the same date as any previously scheduled college event or activity at the site (aside from regularly scheduled classes) ~~((where))~~ when it is reasonably anticipated that more than ~~((five hundred))~~ 500 people will attend the college event or activity.

~~((College buildings, rooms, and athletic fields may be rented by noncollege groups in accordance with the college's facilities use policy. Noncollege groups may otherwise use college facilities as identified in this policy.~~

~~The college designates the following area(s) as the sole limited public forum area(s) for use by noncollege groups for first amendment activities on campus:~~

- ~~• Building C courtyard area for groups less than thirty; and~~
- ~~• Southern courtyard, just north of Carlson Theater if over thirty participants are expected.))~~ Noncollege groups may use public use areas identified in WAC 132H-142-020 for expressive activity between the hours of 7:00 a.m. and 10:00 p.m.

Noncollege groups that seek to engage in expressive activity on the designated public use area(s) are encouraged to provide notice to the campus public safety office no later than 24 hours prior to the event, along with the following information solely to ensure:

- (1) The area is not otherwise scheduled; and
- (2) To give the college an opportunity to assess any security needs:

- (a) The name, address, and telephone number of a contact person for the individual, group, entity, or organization sponsoring the event; and

- (b) The date, time, and requested location of the event; and

- (c) The nature and purpose of the event; and

- (d) The estimated number of people expected to participate in the event.

AMENDATORY SECTION (Amending WSR 05-07-069, filed 3/14/05, effective 4/14/05)

**WAC 132H-142-050** ~~((The role of the president in first amendment decisions.))~~ **Distribution of materials.** ~~((The president of the college may authorize first amendment activities which are reasonably determined not to cause disruption of college activities despite a literal violation of this policy statement. Such determinations shall be made without consideration of the content or message of the first amendment activities.~~

~~The president of the college or designee may at any time, terminate, cancel or prohibit the event if it is determined, after proper inquiry, that the event does constitute or will constitute a clear and present danger to the college's orderly operation.))~~ College groups may post information on bulletin boards, kiosks, and other display areas designated for that purpose, and may distribute materials throughout the open areas of campus. The sponsoring organization is encouraged, but not required, to include its name and address on the distributed information. Compliance with relevant procedure(s) around posting of materials on campus is expected.

Noncollege groups may distribute materials only at the site(s) designated for noncollege groups.

All materials shall be dated and posted in accordance with Bellevue College policies and procedures for posting materials on campus.

**WAC 132H-142-060 ((Criminal)) Trespass.** ~~((Any person determined to be violating these regulations is subject to an order from the college public safety department to leave the college campus. Persons failing to comply with such an order to leave the college campus are subject to arrest for criminal trespass.))~~ Noncollege groups who violate these rules, or whose conduct jeopardizes the health or safety of others, or whose conduct unreasonably impedes the college in pursuit of its educational mission will be advised of the specific nature of the violation, and if they persist in the violation, will be requested by the college president or designee to leave the college property. Such a request prohibits the entry of and withdraws the license or privilege to enter onto or remain upon any portion of the college property by the person or group of persons requested to leave. Such person(s) shall be subject to arrest under the criminal trespass provisions of chapter 9A.52 RCW or Bellevue city code.

When the college revokes the license or privilege of any person(s) to be on college property, temporarily or for a stated period of time, that person(s) may appeal that decision by submitting to the college president by certified mail, return receipt requested, a letter stating the reasons the person(s) should not be barred from college property. The college president or designee shall respond in writing within 15 calendar days with a final decision of the college. Absent exceptional circumstances as determined by the college president or designee, person(s) shall continue to be barred from college property while an appeal is pending.

Students, faculty, and staff of the college who do not comply with these regulations will be reported to the appropriate college office or agency for action in accordance with this chapter or with other applicable rules, regulations, or policies.

#### REPEALER

The following sections of the Washington Administrative Code are repealed:

WAC 132H-142-025	First amendment activities and protection of the college mission.
WAC 132H-142-070	Posting of a bond and hold harmless statement.
WAC 132H-142-075	Trespass.