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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, was held on Wednesday, June 18, 2025. Richard Leigh, chair, presided. This meeting was held in B201 and on Zoom. A telephone line was also available.

## **MINUTES**

### **EXECUTIVE SESSION**

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At 2:02 PM, Chair Leigh announced the Board would convene at 2:03 PM 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 Leigh announced that no final action would be taken during the executive session.

The executive session ended at 2:33 PM.

### **BUSINESS SESSION**

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Chair Leigh called the business session to order at 2:34 PM.

### **ROLL CALL**

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Present: Chair Richard Leigh, Vice Chair Pradnya Desh, Trustee Rich Fukutaki, Trustee Greg Dietzel, Trustee Desiré Sotelo, President David May, Assistant Attorney General Tricia Boerger, and Board Secretary Alicia Keating Polson.

Absent: none

There were 176 guests in attendance.

### **PROGRAM SPOTLIGHT**

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Dr. Judith Hernández Chapar, Vice President of Student Affairs; Adria Harris, Associate Dean of Student Equity and Success; and Mike Kaptik, Dean of Student Life, provided a brief overview and key insights about students finding connections on campus with a specific focus on programs within Student Affairs.

### **CONSTITUENT REPORTS**

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#### A. Classified

The Classified report was provided by Valencio Socia, WPEA Chief Shop Steward.

- This past year was a challenging one for classified staff.
- WPEA staff are going into July without COLA increase and are back at the bargaining table.
- The upcoming budget has created concerns of layoffs and reductions.

## B. College Assembly

The College Assembly report was provided by Amy McCrory, Chair of College Assembly.

- College Assembly has been asked to push-back the combined retreat with Presidents Cabinet, as they prepare for Commencement this Friday. College Assembly members are looking forward to the rescheduled retreat.
- College Assembly is holding an End-of-the-Year potluck next week on June 24th, in U-208 and U-209. We will have our last official meeting of the year and then spend the remaining time building community with each other.
- Many councils are trying to finish any unfinished proposals or tasks before the end of term-limits for members, and the Classified Council will be meeting during the summer, to keep the momentum of their work going.
- Congratulations again to Michael Broome, incoming College Assembly Chair, who will be presenting the College Assembly report to the Board of Trustees in fall quarter.

## C. Faculty

The Faculty report was provided by Dr. Lindsay Haney, President of the Bellevue College Association of Higher Education (BCAHE.)

- Communication needs improvement between Academic Affairs and faculty.
- Two demands to bargain have been met, with the third being worked on.
- There have been fruitful meetings with Vice President Dujon Reynolds and Provost Jess Clark.
- The recent Provost town hall was a positive experience and good event.

## D. Foundation

The Foundation report was provided by Chelle Chase, president-elect for the Bellevue College Foundation (BCF.)

- Congratulations to the class of 2025!
- The June 11 ConGRADulations Lunch, by the Alumni Relations team, was a huge success.
- President-elect Chase will attend the commencement ceremony on Friday.
- President-elect Chase met with President May to ensure strategic planning is aligned with the college.
- The Foundation is studying emerging student needs at the summer retreat.
- The KBCS summer fun drive is underway.

## E. Student

The Student report was provided by Daniel Ngoy, president of Associated Student Government (ASG.)

- Highlights of 2024-25 ASG Accomplishments:
  - Program successes: rainy season umbrella loan program and course material voucher program.
  - 50 students were able to lobby at the capitol and speak with legislators.
  - House Bill 1486.
  - Registered 200 students to vote, exceeding the goal of 80.

## **PUBLIC COMMENT**

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Teresa Descher, staff at Bellevue College, provided public comment on classified staff.

Sara Sanders Gardner, staff at Bellevue College, provided public comment on personnel.

## **ACTION**

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### A. Tenure

#### **Motion 30.25**

Trustee Dietzel moved that the Board of Trustees of Community College District VIII grants a fourth probationary year to Muntaha Alibrahim, Health Sciences Education & Wellness Institute (Nursing), in that all conditions required by RCW 28B.50.852 for advancement to a fourth year have been met.

Trustee Sotelo seconded.

The motion passed unanimously.

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#### **Motion 31.25**

Trustee Sotelo moved that the Board of Trustees of Community College District VIII grants tenure for the 2025-26 academic year to Maria Lizana, Science (Astronomy.)

Trustee Dersh seconded.

The motion passed unanimously.

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#### **Motion 32.25**

Trustee Dersh moved that the Board of Trustees of Community College District VIII grants tenure for the 2025-26 academic year to Kanthimathi Radhakrishnan, Science (Mathematics.)

Trustee Fukutaki seconded.

The motion passed unanimously.

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#### **Motion 33.25**

Trustee Fukutaki moved that the Board of Trustees of Community College District VIII grants tenure for the 2025-26 academic year to Weina Sun, Arts & Humanities (English as a Second Language.)

Trustee Dietzel seconded.

The motion passed unanimously.

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### **Motion 34.25**

Trustee Dietzel moved that the Board of Trustees of Community College District VIII grants tenure for the 2025-26 academic year to Stacy Woodruff, Health Sciences Education & Wellness Institute (Healthcare Leadership.)

Trustee Sotelo seconded.

The motion passed unanimously.

## **FIRST READ**

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### A. 25-26 College Budget

The Bellevue College Operating Budget for fiscal year 2025-26 was 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 was provided.

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
- Continued adjustment of Adjunct Salaries and Expense Lines

**Limitations**

- Presented Proforma budget results in an estimated \$4.2M shortfall
- Requires supplemental budget with appropriate reductions be approved by 12/31/2025
- Based on the assumption that the Board will waive the current year funding of 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 presented budget.
- \$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 proforma 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</b>	<u><b>\$ 181,694,750</b></u>

**Budget**

**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 proforma college budget plan, as proposed, for fiscal period 2025-2026, 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 proforma 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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#### B. 25-26 Services & Activities Fee Budget

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.

**C. Revision of Policy 6120 and WAC 132H-142: Expressive Activity**

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.

## **ACTION**

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### A. Creation of Policy 1510: Immigration Enforcement Protections

#### **Motion 35.25**

Trustee Desh moved that the Board of Trustees of Community College District VIII approves the creation of Policy 1510: Immigration Enforcement Protections.

Trustee Fukutaki seconded.

The motion passed unanimously.

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### B. Creation of Policy 3460: Classroom Guests and Visitors

#### **Motion 36.25**

Trustee Fukutaki moved that the Board of Trustees of Community College District VIII approves the creation of Policy 3460: Classroom Guests and Visitors.

Trustee Dietzel seconded.

The motion passed unanimously.

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### C. Deletion of 4100: Equal Employment Opportunity

#### **Motion 37.25**

Trustee Dietzel moved that the Board of Trustees of Community College District VIII approves the deletion of Policy 4100: Equal Employment Opportunity/Affirmative Action.

Trustee Sotelo seconded.

The motion passed unanimously.

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### D. Revision of Policy 4150: Equal Opportunity in Education and Employment

#### **Motion 38.25**

Trustee Sotelo moved that the Board of Trustees of Community College District VIII approves the revision of Policy 4150: Equal Opportunity in Education and Employment.

Trustee Desh seconded.

The motion passed unanimously.

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E. Deletion of Policy 7400: Raffle Ticket Sales

**Motion 39.25**

Trustee Desh moved that the Board of Trustees of Community College District VIII approves the deletion of Policy 7400: Ticket Sales for Raffles and Other Events.

Trustee Fukutaki seconded.

The motion passed unanimously.

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F. Value Statements

**Motion 40.25**

Trustee Fukutaki moved that the Board of Trustees of Community College District VIII approves the Bellevue College value statements.

Trustee Dietzel seconded.

The motion passed unanimously.

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G. Resolution 308: Innovation Partnership with the City of Bellevue

**Motion 41.25**

Trustee Dietzel moved that the Board of Trustees of Community College District VIII approves Resolution 308: Innovation Partnership with the City of Bellevue.

Trustee Sotelo seconded.

The motion passed unanimously.

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H. Board Officer Elections

### **Motion 42.25**

Trustee Fukutaki moved that the Board of Trustees of Community College District VIII approve Pradnya Desh as chair for the 25-26 academic year.

Trustee Dietzel seconded.

The motion passed unanimously.

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### **Motion 43.25**

Trustee Sotelo moved that the Board of Trustees of Community College District VIII approve Rich Fukutaki as vice chair for the 25-26 academic year.

Trustee Desh seconded.

The motion passed unanimously.

## **QUARTERLY REPORTS**

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### A. Achieving the Dream

Melissa Martinez, Associate Director of Student Success & Retention, and Eric Davis, Full Professor of Sociology, serve as the Co-Leads of Achieving the Dream at Bellevue College and provided an overview of the accomplishments of ATD during the 2024-2025 academic year and the ongoing plans for next academic year.

Achieving the Dream is a national network of nearly 300 colleges in 41 states focused on advancing student success and equity in higher education. ATD provides institutions with research-based frameworks, data-driven decision-making strategies, and tailored coaching to drive sustainable institutional change. ATD colleges commit to prioritizing innovation, continuous improvement, and equitable student outcomes.

Bellevue College has been an ATD institution with a focus on using data to inform student success strategies, closing equity gaps, and ensuring students have the necessary support to persist and complete their educational goals. This presentation provided an overview of the ATD goals for the concluding academic year and shared overall progress of ATD in implementing institutional goals to support whole-college transformation.

## **UNSCHEDULED BUSINESS**

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There was no unscheduled business.

## **EXECUTIVE SESSION**

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At 4:59 PM, Chair Leigh announced the Board would convene at 5:00 PM 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; and (i) To discuss with legal counsel representing the agency litigation or potential litigation. Chair Leigh announced that no final action would be taken during the executive session.

At 5:28 PM Chair Leigh extended the executive session by 15 minutes.

The executive session ended at 5:42 PM.

### **BUSINESS MEETING**

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Chair Leigh called the business session back to order at 5:44 PM.

### **ADJOURNMENT**

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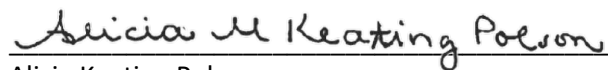
There being no further business, Chair Leigh adjourned the Board of Trustees meeting at 5:44 PM.



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Richard Leigh  
Chair, Board of Trustees  
Community College District VIII

ATTEST:



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