



**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, November 29, 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 2:00 PM.

ROLL CALL

A quorum of the Board was present.

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

Absent: Trustee Greg Dietzel

There were 26 guests in attendance.

APPROVAL OF AGENDA AND MINUTES

The meeting agenda was amended to delete the Program Spotlight presentation on School of Business & Technology Partnerships. This presentation will be rescheduled in December 2023.

Trustee Heu-Weller made a motion to approve the agenda as amended (November 29, 2023) and minutes (October 25, 2023). Trustee Leigh seconded.

The motions passed unanimously.

CONSTITUENT REPORTS

A. College Assembly

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

- It is significant to have a student, Sean Behl, serving as Vice Chair of College Assembly for the first time and subsequently chairing a College Assembly meeting.
- There is an ongoing challenge of engaging faculty and classified staff due to capacity issues rather than unwillingness. The importance of college governance was emphasized despite the constraints on time. Concerns were expressed about the impact of normal job responsibilities

on participation in governance activities. Efforts are being made to create capacity and find flexibility. The classified staff remains actively involved in various tasks, including developing a professional development day scheduled for March 8, 2024.

- Governance councils are in the process of finalizing their goals, focusing on collaborations across councils, particularly in academic workforce programs. Persistent issues such as enrollment challenges continue to be a concern, with a focus on understanding policy effects and emerging trends. Governance councils are engaged in resources and planning, bringing awareness to the new W Building, and strengthening infrastructure and technologies to support students' and employees' health and success.
- Other topics discussed include campus access, modalities for courses (online, hybrid, in-person), and considerations for evening courses. Academic affairs took the lead in discussions, addressing concerns about AI's impact on student paper writing and its ethical use.
- Excitement is expressed for the positive recognition of Bellevue College in the Newsweek publication for online education rankings.

B. Faculty

The Faculty report was provided by Karrin Peterson, Adjunct Affairs Officer of the Faculty Council.

- There are concerns about faculty being stressed due to non-classroom work. Faculty mental and physical welfare is of particular concern.
- Faculty stress is exacerbated by the heavy governance responsibilities placed on full-time faculty due to the low ratio of full-time to part-time positions. A substantial amount of adjunct governance now goes to the President's days under the collective bargaining agreement. Adjunct governance hours are constrained and cannot be accessed by the campus. Consequently, full-time faculty predominantly shoulder governance responsibilities.
- The Board was urged to advocate for increased full-time faculty positions and equitable adjunct pay. Concern is also expressed for pay delays in adjunct compensation.

C. Foundation

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

- BCF is anticipating the upcoming Forward Together Breakfast, scheduled for December 7th, where Dr. May will be introduced to the broader business community. The event will feature the Founder & CEO of Tutta Bella Neapolitan Pizzeria, Joe Fugere, emphasizing the importance of community and partnership with Bellevue College. Approximately 170 attendees have already signed up.
- BCF is actively focusing on engaging its members in various activities and events, recognizing the significance of community involvement in fostering support for the college. BCF is currently reviewing sponsorships, ensuring pledges for the next year, and aligning personal commitments.
- BCF is preparing for the Gala on March 9, 2024, seeking commitments for sponsorships, filling tables, and item procurement. The emphasis is on encouraging board members to contribute and actively support the college through the Foundation.

D. Classified

There was no report.

E. Student

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

- ASG has been working on increasing its presence on campus, improving record-keeping practices, planning for the winter quarter, and establishing a student senate. ASG is collaborating with 42 organizations on campus, aiming to streamline the club training and funding processes.
- Two out of the three events planned by the ASG for this quarter have already been held, each attracting over 250 attendees, and another is scheduled for tomorrow with a similar expected turnout.
- ASG is working on the backend of record-keeping processes and implementing a board bill system in the winter quarter to organize legislation.
- Student senate applications are being processed. Applications for the student senate closed with a record 35 applications for 12 open seats. The roster is expected to be sent next week, with training starting in January 2024 and the first official meeting in early February 2024.
- Efforts are underway to increase legislative initiatives, including developing the WSA legislative agenda. Plans are in progress for ASG lobbying trips starting in January and likely continuing through February.

PUBLIC COMMENT

Ty Saxon, faculty member at Bellevue College, provided public comment on adjunct faculty.

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

ACTION

A. Northwest Athletic Conference (NWAC) Interlocal Agreement of Participating Colleges

Motion 30.23

Trustee Heu-Weller moved that the Board of Trustees of Community College District VIII approves the Northwest Athletic Conference (NWAC) Interlocal Agreement of Participating Colleges. Trustee Desh seconded.

The motion passed unanimously.

QUARTERLY REPORT

A. Enrollment

Zach Morgan, Executive Director of Effectiveness, Research and Analytics, and Steve Downing, Dean of Student Central, provided a summary of credit enrollment figures from the 2022-2023 academic/fiscal year, Summer 2023, and the interim status of Fall 2023 enrollment.

Bellevue College enrollments for 2022-2023 declined by about 2% from the prior year. Compared to the rest of SBCTC, Bellevue College's broader decline has not been as strong, though other colleges have begun their recovery a year earlier.

For this 2023-2024 academic/fiscal year, summer quarter undergraduate enrollments exceeded projections, largely due to strong Running Start enrollments allowed for by recent legislative changes (as Running Start has historically not been available in summer quarters). For this fall quarter so far, enrollments once again exceeded growth expectations, with strength in dual enrollment programs and international enrollments most ahead, though most categories are ahead as well. Almost a third of undergraduate students are new to the college, at levels not seen since 2018. Projections have been adjusted upwards for the rest of this year and now a 6.4% growth over last year is anticipated. Also anticipated is approximately 2% growth for each of the following two years, with the growth anticipated to be limited due to uncertainty for international students regarding the upcoming presidential elections.

B. Finance

Ty Bergstrom, Executive Director of Finance and Auxilliary Services, provided the Board with an update on the final results for the fiscal year ending June 30, 2023, along with an update on the projections of the current Fiscal Year 2024 budget.

The FY23 year-end net operating margin increased to \$1.6 M from \$211,000, 7.4% higher than budgeted. FY23 revenues were \$3.6 M (2.9%) higher than budgeted, while expenses were \$2.2 M (1.9%) higher. Tuition was \$300,000 (.6%) higher than budgeted for FY23 and is 3.6% higher than the prior fiscal year.

FY24 revenue is projected to have 3.6% (\$4.7M) growth when compared to the adopted budget, but expenses are currently projected to be 3% higher (\$4M). The current projects show FY24 ending with a \$693,489 operating margin surplus.

The FY24 tuition rates increased by 3% and rose an additional 6% based on increased enrollment numbers, overall increasing the tuition revenues by 6.1% moving from \$51.5M to \$54.7M. Additionally, \$1.6 million in carryover remains to bolster the projected operating margins, inclusive of an additional \$450,000 from State Board Reserves.
+d and exempt staff.

2023-24 Expenses reflect increases of:

- +8.9% COLA - Faculty
- +9.5%COLA-Adjunct Faculty
- +4.0% COLA – Staff
- Old Building fund budgeted at 3.5% of operations budget for the year

Further expense assumptions include an 8% unfilled position rate used for lapse salaries and a 7% lapse Goods and Services rate. The FY24 budget assumed a number of expense reductions, most of which were assumed temporary. As the year progresses and enrollment numbers increase, some cuts will likely need to be restored based on demonstrated demand.

Close monitoring of enrollments, especially for international students and state allocations will be key to meeting our budget for tuition revenues. The college will continue to update enrollment projections with each passing quarter, while continuing to keep a close eye on section offerings and fill rates.

REPORTS

A. Diversity, Equity, and Inclusion Report

Consuelo Grier, Vice President of Diversity, Equity, and Inclusion, provided the DEI report:

- Special thanks to Rachel Wellman, Compliance & Title IX Officer, for representing DEI at the Board of Trustees meeting in September.
- Last month, the Faculty and Staff of Color Conference (FSOCC) in Vancouver was well-attended, with participation from Bellevue College's faculty and staff, fostering a sense of community.
- On October 11th, DEI conducted the annual Equity Professional Development Day with over 500 attendees on campus and online. The event featured nine concurrent learning tracks, marking a powerful education day. We successfully tested the new Zoom conference platform with support from Amanda Morris from the Office of the President—special thanks for assistance from various campus partners, events staff, and catering.
- A new inclusive faculty hiring liaison initiative is being piloted in collaboration between ODEI and Academic Affairs. Tony Akhlaghi is the inaugural appointee and will officially begin in this role in the winter quarter, with the aim of enhancing diversity in faculty positions through strategic support.
- Hector Guzman, Puente Program Specialist, attended the Puente Equity Summit at UCLA Lake Arrowhead Lodge, CA, focusing on reaffirming the college's commitment to being a transfer center institution. Efforts are underway to rebrand academic support programs into cultural, academic empowerment programs.
- Zachary Morgan, Elizabeth Harazim, and Abner Pagunuran, presented at the 2023 Assessment Institute in Indianapolis on Diversity Statements: Prompt and Rubric Revision for Faculty and Staff Recruitment in HR processes. Jennifer Pang helped to get this work started and will always be considered part of this team.
- Bellevue College will sponsor the Annual National Conference on Race & Ethnicity in Higher Education (NCORE) in 2024. This will provide access to the mailing list for recruitment purposes. This will position Bellevue College as a leader and viable employer in this space.
- The Campus Climate Survey is set to launch in January 2024 and aims to measure progress on climate issues since the first survey.

B. President's Report

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

- President May provided an overview of recent activities and developments at Bellevue College during the past month. A town hall, led by May and Rob Viens, focused on academic affairs, addressing important issues raised during the session.
- President May thanked Karrin Peterson for the Faculty report, assuring the Faculty of an update before the quarter's end.
- The Elected Leaders Breakfast, hosting about 20 elected state and local officials, was noted as a productive event.

- President May attended Trio's quarterly academic awards reception, where 142 certificates were awarded to students. Trio's success in supporting first-generation and low-income students was highlighted, with impressive figures for academic standing, persistence, and graduation rates.
- Bellevue College Discovery Day, held two Saturdays ago, featured over 50 campus programs and departments, attracting over 300 registered students and families.
- Dr. Kristin Estherberg, Chancellor of the University of Washington Bothell, has scheduled an upcoming visit to Bellevue College to discuss partnership opportunities with the UW Bothell.
- The success of Bellevue College's athletics program was acknowledged, with specific recognition for volleyball coach Jocelyn Lawrence and soccer coaches John Buttle and Richard Romain-Dika. Each mentioned Bellevue College coach was named North Region Coaches of the Year, with many players voted onto regional teams.
- Praise given to student-athletes. President May concluded the report by inviting attendance at the men's basketball game at 7 o'clock.

C. Board Report

Vice Chair Richard Leigh and Chair Rich Fukutaki provided the Board report:

- Attending the 2023 ACCT Leadership Congress in Las Vegas provided Trustee Leigh an opportunity to attend a symposium titled "Leveling Up: Realizing Black Learner Excellence at Community Colleges." The symposium introduced the Alliance for Black Learner Excellence, a voluntary cohort of community colleges committed to enhancing institutional capacity for better service to black learners. This alliance, led by Dr. Keith Curry and Jee-Hang Lee, aligns with the broader goal of unapologetically valuing every black learner. Reversing the two-decade decline of black learners in higher education is at the core of the goals of the Alliance for Black Learner Excellence coalition.
- A new Board trustee is set to be introduced at the December Board meeting, bringing a fresh student perspective that the Board of Trustees look forward to incorporating into Board discussions.

UNSCHEDULED BUSINESS

There was no unscheduled business.

EXECUTIVE SESSION

At 3:26 PM, Chair Fukutaki announced the Board would convene for 20 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 3:46 PM.

BUSINESS SESSION

Chair Fukutaki called the business session back to order at 3:46 PM.

President May provided the Board an update on a potential partnership with a local soccer club.

ADJOURNMENT

There being no further business, Chair Fukutaki adjourned the Board of Trustees meeting at 3:59 PM.

Rich Fukutaki
Chair, Board of Trustees
Community College District VIII

ATTEST:

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