

**Letter of Agreement
Between
Bellevue College
And
Bellevue College Association of Higher Education**

Governor's Orders and Pandemic Response

Whereas the Washington State Governor has proclaimed a State of Emergency due to the Corona virus pandemic and as a result has prohibited all Colleges in Washington from holding in person classes, Bellevue College and the Bellevue College Association of Higher Education (BCAHE) have made the following agreements in response:

Amendment of the Spring quarter start dates and President's days

- Spring quarter 2020 will begin on April 1, 2020 for faculty as scheduled, however classes will have a delayed start on April 8, 2020.
- The dates of the last day of the quarter and finals are unchanged
- Both President's Days (Professional Development Day, and College Issues Day) and Student Success Day are reassigned as instructional days for Spring quarter 2020.

Modes of Instruction Delivery

- All instruction will be offered remotely for the full spring quarter. We agree to retain the ability for some courses to choose to offer some on campus activities if conditions change.
- Faculty will determine if they wish to teach asynchronously or offer lectures at the assigned meeting times.

Changes to some due dates

- The Early Learning Placeholder Benefit Applications application due date is changed to May 15, 2020 with shortened dates for round 2 if Human Resources requires the extra time.
- The Fulltime Promotion Application due date is changed to May 1, 2020. Deans may be flexible with due dates to forward the applications to the Fulltime Promotion Review Committee.
- There will be no changes to the Spring quarter due dates set by the Tenure Review Committee.

In the event that BC has an enrollment decline resulting from COVID-19, the college will enact reassignment strategies such that:

- Full-time faculty wishing to maintain load can do so in Spring term 2020.

- Adjunct faculty scheduled as of March 20, 2020 for spring term 2020 can maintain sufficient load to ensure benefits eligibility if their current schedule meets benefit eligibility requirements.
- Reassignments will be allocated as meet the needs of each Program for co-teaching assignments, additional chair release or to complete projects.
 - Projects can include, but are not limited to: co-teaching assignments, online pedagogy coaches, assessment, curriculum development, Guided Pathways, equity training, curriculum alignment etc.
 - Work plans with identified deliverables will be required for all such release, and approved by the appropriate Dean.
- At risk faculty, and faculty with no childcare options will be allowed to combine leave, release time and/or teaching to meet their Fulltime load – or for adjuncts their currently scheduled load or 50% whichever is lower.
- Faculty requests for a reduced load without pay will be considered.
- In the event the college is required to close, this section will be reopened for discussion.

Student Evaluations

- Student evaluations for Spring quarter will be collected as usual, but may be excluded in Part-time Performance Reviews or Post-Tenure Evaluations at the faculty members discretion.

Sue Nightingale
President BCAHE

March 20th, 2020

Date

Suzette Yaezenko
Vice President of Human Resources

March 24, 2020

Date