

**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 it is expected that in-person classes will be greatly restricted during Fall Quarter 2020, Bellevue College and the Bellevue College Association of Higher Education (BCAHE) have made the following non-precedent setting agreements in response:

Amendment of the Fall quarter Calendar

- Student Success Day, scheduled for December 7<sup>th</sup>, will be reassigned as an instructional day for Fall quarter 2020.
- September 28<sup>th</sup> will be a non-contract day in observance of Yom Kippur.

Modes of Instruction Delivery

- Instruction for most courses will be offered remotely for the full Fall quarter.
- BC will determine which, if any, courses or portions of courses may be offered on-campus or be scheduled for in-person meetings following any and all guidelines for social distancing and other safety measures as directed by the State of Washington, Department of Public Health, SBCTC, and Bellevue College.
- Faculty will not be required to teach on campus in the Fall. In cases where the college determines that a course or portion of a course may be taught on campus, the Dean will work with program faculty to determine which, if any, sections will be offered on ground. Faculty assigned to a course as of June 10<sup>th</sup> that is later required to move on ground will have the option of being reassigned to another section or equivalent release or assignment.
- Faculty teaching remotely will determine if they wish to teach asynchronously or offer lectures at the assigned meeting times, or a combination thereof. Whenever possible the online class schedule will reflect this choice (asynchronous or synchronous) so students can make informed registration choices.

## Provisions for faculty converting to remote instruction

- In compensation for the extra work involved in converting classes to remote instruction, to expand remote learning, train faculty in remote learning, and to improve the quality of instruction in the remote format, faculty who teach in Fall 2020 will be paid a stipend based on the total number of credit(s) taught, up to a maximum of 15 credits.
- Librarian, Counselor and hourly ASC faculty will receive a stipend equivalent to their FTE load (up to 15 credits for 1.0 FTE).
- A single stipend will be apportioned in the event that a course has more than one instructor based on the percent time for each instructor.
- The total of these stipends will not exceed \$300,000

## Other Changes

- Sections of the following courses that are scheduled to be on-ground but will now be taught remotely will be reduced to 36 for Fall quarter to match other online courses.
  - ANTH 208
  - ANTH&206
  - ASTRO 100
  - ECON&201
  - ECON&202
- Faculty will be expected to continue to contribute to college initiatives, such as outcomes assessment and Guided Pathways.
- It is acknowledged that all required Office Hours for Fall quarter can be satisfied in an online format.
- The college will create and distribute the procedures required for faculty use of their office space and other common areas on campus when allowed, including the provision of any safety equipment needed in shared office space, or shared faculty computers.
- The college will continue to provide standard office supplies for faculty working from home, either through picking up these supplies on campus, through the mail, or through pre-approved reimbursement.

## Leave Provisions

- The college will continue to follow the provisions of the collective bargaining agreement as well as any guidelines issued by the Governor's Order for pandemic response, and any applicable federal and state laws.
- In the event the college is required to close, this section will be reopened for discussion.

Student Evaluations

- Student evaluations for Fall quarter will be collected as usual but Fall quarter data will be presented with a notation of the pandemic in all future evaluations and/or reviews.



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Sue Nightingale  
President BCAHE

August 8<sup>th</sup>, 2020

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Date



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Suzette Yaezenko  
Vice President of Human Resources

August 10, 2020

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Date