



Memorandum of Understanding

Between Bellevue College and

The Bellevue College Association of Higher Education

Assistant Dean Eligibility

Article 13.2 of the Collective Bargaining Agreement restricts current Program Chairs from the pool of eligible Full time promoted faculty who can be appointed to an open Assistant Dean position.

ADs will be appointed to a three (3) year term by the dean following an internal recruitment process that informs all College faculty of the opening, and all eligible full-time faculty who have received a promotion at the College have an opportunity to apply. All full-time and promoted adjunct faculty within the Division will be able to cast a vote in favor or disapproval of each applicant's candidacy. All applicants who receive a majority approval vote will be forwarded to the dean as finalists. Program chairs cannot serve as both the AD and chair of their program.

For the duration of the 2023-24 Academic Year, the College and BCAHE agree that in the event no qualified applicants apply for a vacant Assistant Dean position, the Dean may choose to open the position to Program Chairs within the division. If approved and subsequently appointed by the Dean, they may serve in that role for 1 year. The Dean should be consulted whenever a decision impacts the Program of the combined Assistant Dean/Program Chair. The conditions in Article 13.6 will apply to Assistant Deans appointed under this LOA.

*Susan Nightingale*

10/3/2023

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Date

President, BCAHE



9/29/2023

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Frances Dujon-Reynolds

Vice President of Human Resources

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Date