

Letter of Agreement
between
Bellevue College
and
Bellevue College Association of Higher Education

The purpose of this Letter of Agreement (“LOA”) between Bellevue College (the “College”) and the Bellevue College Association of Higher Education (the “Association”) is to document an agreement on adjunct evaluations to reset the evaluation/promotion process for adjunct faculty who are overdue by at least 1 quarter (i.e., evaluation due Fall 2023 or earlier).

The following process will be implemented at the end of Winter quarter 2024.

- The college will provide a list of those overdue with Dean recommendations (Step 1)
- BCAHE will ask approved adjunct faculty for their decision (Step 2) and provide college with results

Step 1

Dean will review the list of adjunct faculty overdue for evaluation/promotion and determine if any faculty are at risk of not meeting expectations.

1. All faculty, determined by the dean, that have a reasonable expectation to “meet expectations” will move forward with this reset process.
2. Any faculty, as determined by the dean, at risk of not meeting expectations will not be eligible for the reset process and will follow a normal evaluation process.
 - a. If found to meet expectations after evaluation, they will be retroactively promoted based on the descriptions provided in Step 2.

Step 2

All adjunct faculty identified in Step 1, will be asked if they would like to be promoted, and to provide a signed statement that they have met the basic professional development and governance expectations of their rank.

1. For Assistant Adjunct Professors:
 - a. If yes – they will be promoted to Associate retroactive to as far back as their 10th quarter of teaching at BC or Fall 2022 whichever is later. They will be eligible for a promotion to Senior Adjunct Professor 3 years from the quarter of this promotion.
 - b. If no, they will retain the rank of Assistant Adjunct Professor and they will next be eligible for evaluation/promotion in Spring 2027.
2. For Associate Adjunct Professors:
 - a. If yes –they will be promoted to Senior Adjunct Professor retroactive to 3 years after their promotion to Associate Adjunct Professor or Fall 2022 whichever is later. Their next evaluation will be due 3 years from the quarter of this promotion.
 - b. If no, their evaluation date will be reset for Winter 2027 they will retain the rank of Associate Professor and they will next be eligible for promotion in Spring 2027.

If an adjunct does not respond to queries by the end of April 30th 2024, it will be assumed that their answer is no, and they will retain their current rank and they will next be eligible for promotion in Spring 2027.

In the event a faculty member was inadvertently left off the list of eligible faculty, or was not working for the College or on approved leave during winter quarter, and therefore did not respond by April 30th 2024, that faculty member may submit a written appeal to the BCAHE President and the BC AVP of Instruction. The appeal will be investigated by the BCAHE President and BC AVP and considered for inclusion in the process outlined in this agreement.

All parties involved agree that this is a temporary solution to reset the current backlog and not precedent setting. We are all committed to continuing to work to create a better, more manageable evaluation and promotion system for the future.



Sue Nightingale
President, BCAHE

3/19/2024
Date



Frances Dujon-Reynolds
VP of Human Resources, BC

3/19/2024
Date