

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Thursday, January 12, 2012, at 1:30 p.m. in the ATEC Hardin Community room in Building 1800 on the Big Bend Community College campus.

1. Call to Order

Present: Mike Blakely
Jon Lane
Stephen McFadden
Mike Wren

2. Introductions

President Bonaudi introduced the Women's Basketball Team. Coach Preston Wilks was teaching a class and not available. This year's team has a 12:3 win loss ratio. They are very proud of the average combined team gpa of 3.52. The Lady Vikings introduced themselves: Dayanna Lopez from Quincy studying education; Jazlyn Nielsen from Twin Falls, ID studying education; Tiffany Morris from Moses Lake studying pharmacology; Marisol Lopez from Quincy studying Film; Allie Nielsen from Parma, ID; Tiffany Martinez from Othello studying Physical education; Allie Kelsey from Twin Falls, ID; Courtney Nield from Lewisville, ID studying nursing; and Jessica Tews from Filer, ID studying business management.

President Bonaudi announced that this meeting was being streamed live on Mediasite.

3. Consent Agenda

a) Approval of Regular Board Meeting Minutes November 30, 2011 (A); b) President's Update (I); c) Student Success Update (I); d) Accreditation (I); e) Assessment Update (I); f) Capital Project Report (I); g) Security Update (I); h) Human Resources Report (I); i) Enrollment Report (I); j) Legislative Update.

President Bonaudi noted that the Resolution of Appreciation approved during the November 30, 2011, meeting needed a revision. "Gail Hamburg" needs to be added in the second whereas paragraph. Trustee Jon Lane noted a correction to minutes on page 2447, motion 11-45; "approved" should be changed to "moved to approve" in the first paragraph.

Motion 12-01

Trustee Mike Blakely made a motion to approve the consent agenda and corrections to the November 30, 2011, minutes as noted. Trustee Jon Lane seconded the motion and the motion passed.

4. Remarks

- a. ASB Secretary Shantel McCashland provided the ASB report. ASB hired two new programmers and sponsored a Chowder and Chilifest with over 200 in attendance. ASB is helping with the basketball games and scheduling meet and greet opportunities with the women's basketball team at local elementary schools. They have also scheduled halftime entertainment as well as vocalists for the national anthem. This Saturday faculty member Senora Leavitt will be singing the national anthem with some of her children.

A free ice skating and batting cages event will be sponsored by ASB for students January 26, 2012.

The Soccer Club has a current membership of 52 players (Co-Ed) and many of the current students represent the following service districts: Quincy, Ephrata, Soap Lake, Moses Lake, Lind, Warden, Othello, Mattawa and Washtucna. About 40% of club members are enrolled in Professional & Technical programs. Also, this year's club has noticed an increase of Running Start students from across the high school districts. The Club is scheduled to participate in a fundraiser on January 28 that involves delivering the local phone book to residents in the Moses Lake area. They participated in this activity last year for the first time and had a great experience.

The Soccer Club Advisor/Coach, Custodio Valencia stated that due to the recent club enrollment growth he will soon have to recruit an assistant coach or an advisor. Any full-time Big Bend employee is encouraged to apply, there is no hiring process, soccer experience is not required, as long as you are able to drive a college van, it is that simple to be part of our team. "Thanks for your support!"

Welding Club member Rebecca Fitting is completing a welcome sign project for the entrance of the college to go on the basalt pillars as part of an Eagle Scout project.

- b. Classified Staff Representative Tana Richins thanked the Board and former Classified Staff Representative Kathy Aldrich for their support. She reported 112 people including many retirees attended the Holiday Potluck December 9. During the potluck everyone was encouraged to bring a gift or money for Operation Friendship; \$305 was donated along with many toys.

The Annual Classified Staff Awards Luncheon will be held Friday, February 10; Trustees are invited. All classified staff will be recognized for their years of service.

Ten employees will be receiving pins and certificates for 5, 10, 15 and 25 years of service. The Excellence in Customer Service Award will also be presented during the luncheon. One of the benefits of working here is the great people.

The Classified Staff Break Away is scheduled Friday, April 27.

Classified Staff Training Opportunities during November and December 2011 included the following:

September 22 and December 8 Jessica Aloysius attended Quantitative Analysis in Business through EWU at the Riverpoint Campus in Spokane. November 21 Dina Moskvich attended a Class Training & Class Observation Tool at Family Services of Grant County in Moses Lake. November 30 the following 21 classified staff members attended a First Aid/CPR/AED/Blood-Born Pathogens Certification training here on Campus: T. Calvin Bergen, Brad Beuckman, Dale Casebolt, Sergio Cervantes, Randy Fish, David Frueh, Garry Helvy, Jeff Robnett, Robert "Joe" Russell, Nancy Theis, Rick Tincani, James Tincher, and Angel Uresti, Owen "David" Bomstad, Eugene Hanover, Valerie Mestdagh, James Meyers, Thomas Munyan, Petr Radchishin, Todd Sauer, and Linda White. December 5-6 Randy Fish and Jim Tincher attended Implementing a School IPM (Integrated Pest Management) Program in Pasco. December 8 Gale Haley completed a Lab Safety Certification Course on-line through Flinn Scientific. December 15 Howard Temple Aircraft Mechanic/Inspector – Completed the Annual in-house Refresher Repair Station training.

- c. Faculty Association President Mike O'Konek presented faculty information. He announced the Faculty In-Service will be held February 17 and includes first aid updates. Chief Pilot John Swedburg indicated that the aviation department continues to enjoy the best weather the Columbia Basin has had for fall and winter quarters in over a decade. Students are taking the opportunity for lots of flights.

Counselor Max Heinzmann was invited to the UW. He was one of three panelist in front of about 50 North Central Washington K-12 educators and administrators at the UW GEAR UP Educator Development Initiative Conference in Wenatchee. The panelists discussed community college standards, curriculum and services, and how high schools may better prepare their students to be successful.

Psychology and Criminal Justice Instructor Dr. Ryann Leonard attended the 21st Annual Night of 1000 Stars event honoring the 1000 Law Enforcement offices across the state who work together to stop impaired driving.

It is dedicated to officers who have lost their lives in the line of duty. She was unexpectedly honored with recognition for her efforts providing education on the effects of impaired driving. She accompanied officers during part of their emphasis patrol aimed at DUI control.

Accounting Instructor Les Michie has noted that his accounting and business law students are working harder than students 10 years ago.

- d. VP Gail Hamburg introduced Eric Gruber from BBT to share information regarding security cameras. Panasonic cameras were purchased and open source recording software was used resulting in budget savings. This is a good brand that can accommodate integrating additional cameras into the system in the future. Eric demonstrated viewing the camera video. One camera is focused on the 1700 building parking lot. Another camera is just inside the entrance of the 1700 building. The software allows storage of two weeks of footage and additional video can be archived if requested. The software creates a timeline chart. Still camera shots can also be seen. The cameras are hardwired, IP based and have pan tilt and zoom capabilities. Wireless cameras could also be used. The indoor cameras cost \$300 and outdoor cameras cost \$900+. This is much less expensive than the vendor systems. Trustee Stephen McFadden inquired about adding more cameras to the system. VP Hamburg stated they are planning to add cameras to the 1900 building focused on the bus stop and the 1900 building lounge area. She would also like to add cameras in the 1800 building and the parking lots. BBT has a limited workforce and time to work on this. Signs will be posted to alert people about the security cameras. BBCC does not have much crime on campus mostly car break ins. The signage and cameras should be a strong deterrent. Trustee McFadden suggested publicizing the camera installation through the media as an added deterrent.

Trustee Jon Lane complimented this effort. He commented this is an overwhelming task and he suggested VP Hamburg talk with Law Enforcement for direction about strategic camera shots.

VP Hamburg commented a STEM Remodel update will be added to the Capital Project Consent Agenda item beginning during the February Board meeting. Architect Robert Urich continues to meet with faculty and staff about the STEM building remodel and development. Faculty have gone on field trips to visit similar STEM centers on other campuses to build ideas for our design.

- e. VP Bob Mohrbacher reported the Academic Early Warning (AEW) system was very active fall quarter. Faculty submitted names of at-risk students who are either not attended classes or are not performing well in class.

Of those at-risk students, 69% passed their class and 55% passed with a 2.0+ gpa. There were 89 students in this group who decided to drop a class rather than remain in the class and fail. The program has been successful. VP Mohrbacher shared an example of a registered professional technical student who was not attending classes. The instructor submitted the student to the AEW. The student was called and asked if he would like some assistance and he said he didn't realize he was registered and in the class. The student connected with his instructor and attended class the next day. In the past, without receiving a phone call this student would have been lost.

Title V's Casino Transfer Event activities was very interactive and well attended (158 students attended). Staff were very creative in their approach by offering games for students to play. BP Mohrbacher thanked the Title V staff for their efforts.

Associate VP Candy Lacher shared a new report indicating that the student headcount is down slightly (2%) but the FTE is increased slightly. Fulltime students are increasing slightly which follows the trend from the last two years. Trustee Mike Wren asked if this was a result of budget constraints. AVP Lacher said the budget impacted the fall quarter more. Winter quarter sections were added to the schedule using money earned through the Air Force contract. The wait lists weren't too long for winter quarter and most registered full time students were able to get into their classes. Enrollment increased from fall to winter quarter, which is unusual. There has been a change to the financial aid term and suspension policy that allows students to stay one more quarter in some circumstances and this may have impacted enrollment.

President Bonaudi said we may hit our enrollment target depending on spring enrollment. We are waiting to see what happens with the legislature, they may reduce our budget by another 13%. There could be changes in class offerings next year and he is waiting to decide about summer school. Summer school classes may be cancelled altogether, reduced, or only self-support classes offered. Currently, BBCC's cost per credit is about \$100 per credit, next fall the cost per credit will be about \$112 per credit.

- f. VP Holly Moos reported Ms. Jille Shankar has been hired for the Director of Financial Aid position after Mr. Andre Guzman vacated the position to become the STEM Director. Two fulltime faculty members, Tyler Wallace and Jim Hamm, have moved from faculty positions to administrative exempt positions within the STEM grant. Financial Aid Advisor Rita Ramirez vacated her position to pursue her education and Jeremy Iverson transferred from athletics to fill her position on an interim basis.

Executive Director of the Foundation Doug Sly is moving back into the Director of Public Information position full time. Tenille Kimball resigned from TRiO Student Support Services; there are no immediate plans to fill this position.

President Bonaudi shared that VP Holly Moos is retiring at the end of May after serving BBCC for 39 years. He said she has been an invaluable part of the administrative team and her history with the institution will be greatly missed. Dr. Bonaudi expressed his appreciation for VP Moos' advice and consultations. The position announcement is being developed and a national search will be conducted for her replacement.

Trustee Mike Wren stated VP Moos' "professionalism is unmatched."

5. Community Knowledge Centers

President Bonaudi introduced Title V Activities Coordinator LeAnn Parton. She shared the progress of the Community Knowledge Centers. There has been some movement of equipment that was funded by the Rural Utility Services grant in Mattawa, Washtucna, Lind and Ritzville. Six panos were installed in Warden the fall of 2011 and they're being used effectively. Five panos were installed in Lind. There are seven panos in the Ritzville High School, and three will be added to the Ritzville library. The Ritzville Community is the gold standard for this effort. Their community has extended access hours and there is demand for the computer access. Wilson Creek has five panos located in the high school.

Ms. Parton reported it was difficult to find a location in Quincy. Recently, she has been working with the Quincy Senior Center and once fiber is funded and installed by the city the panos will be installed. Trustee Blakely indicated that information was shared at a recent Quincy community meeting that the fiber will be installed in the Senior Center soon.

Trustee McFadden asked about tracking the computer usage to determine the success of the effort. Director Parton responded that currently her only tracking is talking with administrators and she would like a better process.

President Bonaudi commented that a successful site requires more than just hardware. It is important to create ownership within the community so people will use the computers. We have learned from experience the importance of engaging the communities. Title V Director Terry Kinzel is exploring avenues to engage community members. The Mattawa Housing Authority may have some interest in providing a site. The Trustee were invited to visit the library to see working panos in action.

Trustee Mike Wren announced a 10-minute break to view the panos in the library at 2:25 p.m. The meeting reconvened at 2:35 p.m.

Trustee Mike Wren announced an Executive Session for RCW 42.30.110 (1) (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions or litigation or potential litigation. The Executive Session will last 15 minutes.

The meeting reconvened at 2:50 with no action taken.

6. Probationary/Tenure Reviews

President Bonaudi advised the Trustees that item 6 includes information regarding probationary/tenure reviews. The binders will be available for the Trustees to review by February 6. Trustees can call Melinda to arrange a date and time to review binders prior to the next Board meeting.

7. Board Self-Evaluation

During the November 30, 2011, Board meeting the Trustees directed President Bonaudi to draft a Board evaluation statement based on their comments. Trustee Mike Wren read the evaluation statement.

It is the sense of the Board that each Trustee contributes to specific board goals, and in addition endorses and practices leadership from the policy perspective. The Board rated their achievement of five of the six 2010-2011 Trustee Goals as greater than 19 on a 25 point scale, with 25 representing achievement at the highest level. The lowest rating the Board gave themselves was with the Resources goal where the absence of state funding limited our ability to improve the plant and infrastructure to the desired degree.

In summary the board credits their efforts in the goals of Innovation; Access; Student Achievement; Partnerships; and Climate; as achieved at a high level of accomplishment, and their efforts in Resources as being less successful.

Motion 12-02

Trustee Mike Blakely made a motion to accept the Board self-evaluation read into the minutes by Trustee Mike Wren. Trustee Jon Lane seconded the motion and the motion passed.

8. Assessment of Board Activities

Trustee Mike Wren reported he attended the Grant County EDC lunch and PET presentation today. He noted BBCC's partnerships have evolved and the leadership by BBCC and the Grant County EDC, and the grassroots investments by the partners are making this a life-changing program for the participants. To date, there have been over 200 successful completers of the PET program.

Trustee Jon Lane agreed that the PET presentation today was very good and it is a very successful program that impacts lives. Trustee Lane also attended a Project Pegasus meeting focused on recruiting aerospace industries to the state and Moses Lake. He reported he is now a Board member of the Grant County EDC. He attended the Moses Lake School District Job for Graduates program.

This is a nationwide program that mirrors some of the efforts BBCC is making with first generation students. Trustee Lane met with the 13th District candidate for Representative, Matt Manweller and reported Mr. Manweller is supportive of higher education and is an instructor at CWU. Trustee Lane attended the Mayor's Exchange Conference and many of the mayors shared the benefit of having community colleges serving their communities. During the Moses Lake City Council meeting January 11, Bill Ecret was voted the new mayor of Moses Lake. Trustee Lane indicated he will continue to focus on jobs in his role as city council member. He commented that he recently talked with Moses Lake School Superintendent Michele Price about BBCC's STEM grant. K-12 is adding Art to the Science, Technology, Engineering and Math (STEM) to form STEAM.

Trustee Mike Blakely reported that he provided a summary on the Trustees' Transforming Lives Award Nominee, Cristian Ramon, to TACTC. He also attended the Quincy Leadership Roundtable and commented city councils are good supporters when they are aware of BBCC activities. Quincy's Mayor Hemberry and the Quincy City Manager asked for BBCC talking points to share while they're in Olympia. Trustee Blakely announced that the Quincy Library is complete and very nice. The Library Foundation used ideas shared by BBCC's Dean of Information Services Tim Fuhrman. Trustee Blakely met with President Bonaudi about Quincy. He also arranged for automotive instructors Chuck Cox and Mike O'Konek to receive recognition from the FFA for their years of support. They will each receive a farmer degree. Trustee Blakely talked with 13th District Representative Warnick's Legislative Assistant Kyle Lynch the Representative introducing him to his new Senator Linda Evans Parlette. Trustee Blakely attended the ASB LunchFest at BBCC and enjoyed the good music and talking with students. Trustee Blakely urged everyone to be proactive about contacting legislators due to the financial situation.

Trustee Stephen McFadden reported he is the new Ritzville Chamber of Commerce President and recently hosted the Ritzville Business After Hours event. He also attended a Ritzville School Board meeting as the newspaper editor. He is writing a series of editorials about combining the Ritzville/Lind Academic programs; they currently share sports programs and a Superintendent. They are discussing the message delivery as this will be a big change for the Faculty and the community. Trustee McFadden added that the Lind High School is involved in a National Robotics Program. Trustee McFadden attended the Grant County EDC PET luncheon today. He expressed appreciation for the student testimonials and the collaboration between BBCC and partners.. He met with the Ritzville Mayor and talked about future growth opportunities for Ritzville businesses; the wheat industry can't sustain the entire county. Ritzville has been static in population growth for 12½ years.

President Bonaudi reported he had an opportunity to meet with Ritzville/Lind Superintendent Robert Roettger. Superintendent Roettger is interested in the "College in the High School" program.

Title V Activities Coordinator LeAnne Parton has been BBCC's representative to Adams County Development Council (ACDC). They have expressed interest in replicating the PET program for Adams County.

9. Regular Scheduled Meeting

The next regular scheduled Board meeting is set for Thursday, February 23, 2012 at 1:30. President Bonaudi stated the agenda is already being compiled and will include the AMP Access Monitoring Report Access. He suggested scheduling a study session that morning from 11:00-12:30. This would accommodate a lunch break and then the regular meeting could begin at 1:30.

Motion 12-03 Trustee Mike Blakely made a motion to set a Study Session February 23, 2012, at 11:00 a.m. and the regular meeting the same date at 1:30 p.m. Trustee Stephen McFadden seconded the motion and the motion passed.

12. Miscellaneous

President Bonaudi announced that our Transforming Lives Nominee, Cristian Ramon, was chosen as one of five selected to receive the \$500 TACTC Transforming Lives Award. Trustee Mike Blakely wrote a glowing supportive narrative. Ms Ramon will attend the awards dinner on Sunday and a video of the five winners will be produced.

President Bonaudi received verbal communication from Angela Pixton earlier today resigning her position due to workload. Trustee Vice Chair Mike Wren stepped in to chair the meeting today. President Bonaudi shared that Board policy is silent on filling the chair position when there is a permanent absence. The Trustee may clarify the rotation schedule at the next meeting.

President Bonaudi stated he is encouraging community members to apply for appointment to the Board of Trustees. He is pleased to have Stephen McFadden appointed and attending his first meeting today. The Legislature is in session and if an appointment is made to fill Trustee Pixton's vacancy it could be considered for confirmation. If the Governor appoints a Trustee and that appointment is not confirmed this session, the next Governor could remove all unconfirmed Trustee appointments.

During the TACTC Conference Trustee McFadden will visit with the 9th District Senator Mark Schoesler and talk about his confirmation. President Bonaudi lamented he regrets losing Trustee Pixton's leadership on the board. She made a real contribution to BBCC programs including MIST and expansion of the health sciences programs. He added an appropriate Resolution of Appreciation for her service may be presented at a later date.

During the November 30, 2011 Board meeting the Facility Plant Master Plan was shared.

The information will be presented to the Board for approval during the February 23, 2012, meeting. The plan can be reviewed online. There is also a hard copy in the library available for check out.

Mr. Doug Sly is the BBCC Director of Public Information effective December 2011. The Executive Director of the Foundation position is vacant. The Foundation Board will meet tonight and they will arrange for the position to be filled.

All four Trustees will be attending the TACTC Conference. President Bonaudi and Trustee McFadden will arrive Saturday and attend the New Trustee Orientation early on Sunday. Trustees Lane, Blakely and Wren will attend the TACTC Transforming Lives Awards dinner on Sunday and the remainder of the conference Monday. Appointments are scheduled for the BBCC contingent to visit legislators.

Trustee Blakely commented this is a "golden opportunity" to put pressure on legislators regarding funding community colleges. K-12 funding is mandated whereas community college funding is not. Community colleges bridge the gap for students to prepare for jobs or pursue education at a four-year institution after high school. Higher numbers of people contacting legislators makes a larger impact. Need to allocate duties of writing letters and contact. Trustee Blakely said he would like to see an amendment established that would cause community colleges to be mandated similar to K-12. Trustee Blakely commented we can't go another three years like the last three years; it may take 10-15 years to recover. He may ask for action at the next meeting.

Trustee McFadden asked about Trustee recruitment ideas. President Bonaudi indicated he invites community members who express interest in Trusteeship to campus and he explains the Trustee role and provides a tour of campus and information on how to apply. He said it's good to have Trustee contacts outside of the Moses Lake area.

The meeting adjourned at 3:36 p.m.

Mike Wren Vice Chair

ATTEST:

William C. Bonaudi, Secretary