

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Wednesday, February 10, 2021, at 1:30 p.m. via Zoom Webinar.

1. Call to Order

Present: Anna Franz
Jon Lane
Stephen McFadden
Juanita Richards
Thomas Stredwick

2. Education Presentation

Dr. Tweedy discussed the Strategic Planning process. Multiple events have been conducted including two community forums to kick off the strategic planning and input has been gathered from students focus groups and faculty and staff from in-service. The Strategic Planning Committee (SPC) members represent a cross section of campus employees and two students; Tony Lidbetter, Kerri Furman, Zach Olson, Allison Palumbo, MariAnne Zavala-Lopez, Kelsey Sorenson, Savana Stephenson, Faviola Barbosa, Kathleen Duvall, Daneen Berry-Guerin, Andre Guzman, Valerie Parton, Charlene Rios, Patrick Steele, LeAnne Parton, Matt Killebrew, Melinda Dourte, Linda Schoonmaker, Bryce Humpherys, Kim Garza, and Sara Tweedy. SPC will use existing structure as much as possible to ensure an engaging planning process. BBCC will continue current efforts and President Tweedy reported the four areas of prioritization, which include student success, employer of choice, forward looking infrastructure and enrollment growth and diversity. All staff and faculty members completed a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis based on the four priorities. Student focus groups are being conducted and an employee survey will help shape implementation strategies. President Tweedy added that she hopes to have a draft of the strategic plan available for the board's review this summer.

Trustee Jon Lane asked about the board's involvement with the strategic planning. President Tweedy expressed that she is continuing to learn about the college and meeting with multiple internal and external stakeholders. She stated the Northwest Commission on Colleges and Universities (NWCCU) recommended BBCC simplify processes; she asked how the board would like to be involved. Chair Anna Franz stated the board goals are for the board and strategic planning aligns with the Ends Statements.

Dean Valerie Parton presented the mission fulfillment workbook and data. BBCC employees conducted SWOT analyses using the mission fulfillment information. BBCC activities are focused on supporting students achieving their goals. Course success rates are holding steady at 80%, student retention is falling, and transfer rates have risen. Offering the newly-approved Bachelor in Applied Science in BBCC's rural setting will provide great transfer opportunities for students.

Community engagement, integrity and stewardship, and infrastructure provide a structure through which BBCC serves students and our communities. Students are juggling responsibilities of families, jobs, etc. Focus groups revealed barriers for example Wi-Fi and Zoom access. Employees are working to anticipate and provide for students' needs.

Trustee Lane asked about student debt. BBCC data in this area has improved; this may be a good future trustee education topic. President Tweedy reported enrollment diversification includes conversations about financial implications for our students.

Trustee Thomas Stredwick asked about the ABE student data on page 33 of the packet. Dean Parton stated COVID is beginning to impact our student achievement initiative points, which are counted only on state-funded students. The number of workforce certificates earned has also decreased. The upcoming focus group feedback will help staff interpret the data.

3. Consent Agenda

a) Approval of January 7, 2021, Board Meeting Minutes (A); b) Student Success (I); c) Assessment (I); d) Accreditation (I); e) Finance & Administration (I); f) Human Resources Report (I); g) ASB Report (I); h) Foundation Report (I).

Motion 21-5

Trustee Jon Lane moved to approve the consent agenda.

Trustee Juanita Richards seconded, and the motion passed.

4. There were no public remarks.

5. Faculty Updates

Art Instructor Fran Palkovic has been running his ceramics studio class remotely by distributing materials at the start of the quarter (observing proper COVID safety). Students work at home using demo videos and display progress updates to the instructor and peers who give feedback. Every two weeks they drop off the greenware (dry but unfired sculptures) and pick up bisque-ware (fired but unglazed sculptures).

Dr. Dennis Knepp shared a round of philosophy memes that deal with the trial of Socrates. This builds toward the students' final project on Marchall McLuhan and the

philosophy of technology. McLuhan argued that technologies are messages, independent or even over their content, and Dr. Knepp wants his students to grapple with whether Philosophy requires the printed word or if it can be done through electronic media. The students can write traditional essays or experiment with other media. Dr. Knepp plans to work with Librarian Rhonda Kitchens to explore options in the “other media” category.

Recent student projects that Librarian Rhonda Kitchens has coordinated with faculty can be found on the [library Events page](#). She works with instructors to develop projects and offers instructions in using the various technologies. She will soon be publishing the 12th issue of “[Down the Research Rabbit Hole.](#)” which asks Big Bend Community College employees to discuss their own formal and informal educational experiences, digging deep into the questions that motivate us and the answers we find.

Instructor Jennifer McCarthy in Modern Languages shared student work from her French class. Students are practicing language skills and demonstrating understanding creating comic strips to illustrate scenes from the course textbook and from fun short stories Jenn writes which feature students from the class going on adventures.

Instructor Rosemary Parsons teaches Basic Education for Adults (BEA) and she reported that Zoom classes are going well. English Language Acquisition (ELA) students are attending class four nights per week with her or Instructor Mary Louise Lucas; there are consistently 20-26 students per class. This is especially encouraging for them because many of these students have technological and digital literacy barriers. Attendance is growing as students tell friends and family about the effectiveness of the program.

6. President’s Update

President Tweedy introduced new employee Veronica Pruneda. Dr. Tweedy reported that BBCC’s Bachelor of Applied Science in Applied Management has been approved by the State Board of Community and Technical Colleges (SBCTC) and the Northwest Commission on Colleges and Universities (NWCCU). Dr. Tweedy reported that the budget is on track; however, there has been a substantial decrease in enrollment causing careful consideration of the 2021-22 operating budget. Dr. Tweedy announced she will host the second round of campus wide community forums about Covid-19. During spring quarter most employees will continue to work remotely and instruction will be delivered online. Graduation will be a drive-through celebration June 18 on the campus; staff will stand socially distanced and masked along the route.

The trustees discussed the need for advocacy visits with legislators.

At 2:25 p.m., Chair Anna Franz announced that the Board would adjourn to executive session for approximately 15 minutes to discuss items provided for in RCW 42.30.110 (1): (g) to evaluate the qualifications of an applicant for public employment or to review

the performance of a public employee. The Executive Session was extended for 5 minutes and the session ended at 2:45 p.m. with no action taken.

7. Probationary Tenure Review Notice

President Tweedy announced the probationary tenure review process. The electronic probationary information will be available for trustee review March 3. The board will take action on contract renewals and tenure at the next board meeting

8. ACT Award Nominations

Motion 21-6 Trustee Thomas Stredwick moved to nominate Trustee Stephen McFadden for the ACT Trustee Leadership Award. Trustee Jon Lane seconded, and the motion passed.

Trustee Thomas Stredwick will draft the nomination for Trustee McFadden for the next meeting. The nominations are due to ACT April 1, 2021.

Board Chair Anna Franz stated she would like to recognize the efforts of the Committee for Equity, Inclusion, and Diversity.

9. Workforce Education Development Board Nomination

Motion 21-7 Trustee Stephen McFadden moved to nominate President Tweedy to the North Central Workforce Development Board. Trustee Thomas Stredwick seconded, and the motion passed.

10. President's Onboarding

President Tweedy continues to meet with internal and external stakeholders including Rotary, school district superintendents, legislators, and employees. Trustees are facilitating some of the introductions.

11. Trustee Job Description

Motion 21-8 Trustee Jon Lane moved to approve the trustee job description as presented. Trustee Juanita Richards seconded, and the motion passed.

This is considered the first reading of a revised portion of BP1000. The board will take action incorporating the revisions to BP1000 at the next meeting.

12. Assessment of Board Activity

Trustee Jon Lane reported that he attended the ACCT Regional Coordinator meeting (E-1, E-2, E-3, E-4, E-5, E-6). He also attended the BBCC Alumni Zoom (E-1, E-4, E-5, E-6), ACT Listening Zoom (E-1, E-2, E-3, E-4, E-5, E-6), ACT Trustee Meet and Greet (E-1, E-2, E-4, E-5, E-6), and ACT Carver Model Zoom (E-1, E-2, E-3, E-4, E-5, E-6).

Trustee Lane also attended the ACT Trustee Tuesday (E-1, E-2, E-3, E-4, E-5, E-6), ACT New Trustee Orientation (E-1, E-2, E-3, E-4, E-5, E-6), and ACT Winter Conference (E-1, E-2, E-3, E-4, E-5, E-6). Trustee Lane also attended the BBCC Transforming Lives Zoom (E-1, E-2, E-3, E-4, E-5, E-6), ACCT Black, Latinx, and APINA Caucus meetings (E-1, E-2, E-3, E-4, E-5, E-6), and the ACCT State Coordinator meeting.

Trustee Juanita Richards attended the Transforming Lives Zoom meeting, ACT Winter Conference, and Foundation Webinar about the Five-Generational Workplace. Trustee Richards also introduced President Tweedy at a Kiwanis Zoom meeting.

Trustee Thomas Stredwick reported he prepared for and attended the Transforming Lives Zoom meeting.

Trustee Stephen McFadden reported he attended Transforming Lives planning meetings and the event. He also discussed new trustee preparations with Dr. Tweedy and he talked with three potential trustees from the Adams County area.

Board Chair Anna Franz reported that she attended the Transforming Lives Zoom meeting, the ACT Winter Conference, and a board agenda planning meeting with Dr. Tweedy.

13. Next Regular Board Meeting

The next board meeting is set for March 24, 2021 at 1:30 p.m.

14. Miscellaneous

Trustee Lane asked about Dr. Tweedy connecting with Nursing Instructor Jennifer Reames Zilliox. Dr. Tweedy plans to meet with Instructor Reames Zilliox. Trustee Lane also asked for an update about the CWU Flight Program. VP Bryce Humpherys reported that the CWU has had some administrative changes and they are working on developing their own flight program again.

President Tweedy reported that Mitsubishi is scaling down the work in Moses Lake and they have donated materials and equipment to the college. Executive Director of the Foundation is facilitating the donation.

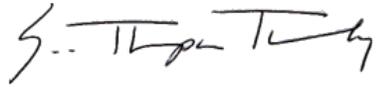
Trustee Jon Lane reported that he attended the ACCT National Legislative Conference as the Washington State Coordinator. Washington Senator Patti Murray is chair of the Education Committee. He stated the national legislators are focused on the CARES Act. Trustee Lane will share a document detailing legislative information for distribution to the other trustees.

The meeting adjourned at 3:16 p.m.



Anna Franz, Chair

ATTEST:



Sara Tweedy, Secretary