

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held a Regular Board Meeting Thursday, February 23, 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 Ms. Jille Shankar the new Director of Financial Aid. She formerly worked for Spokane Falls Community College.

PIO Doug Sly participated in Story Corps here at BBCC last summer. His story was chosen to be on National Public Radio. The Board listened to his story.

3. Consent Agenda

a) Approval of Regular Board Meeting Minutes January 12, 2012 (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) Quarterly Budget Update (I); i) Human Resources Report (I); j) Enrollment Report (I); k) Legislative Update (I); l) Board Policy 8051 Revisions (A); m) Board Policy 4130 Revisions.

Motion 12-06 Trustee Mike Blakely made a motion to approve the consent agenda. Trustee Jon Lane seconded the motion and the motion passed.

4. Remarks

- a ASB President Spencer Pingel provided the ASB report. Thanks to everyone for supporting ASB. The batting cages and ice skating event last week had over 150 students in attendance. A free bowling event will be enjoyed by BBCC students tonight. The ASB officers are developing an introduction and welcome video for new students that will be available on the web.
- b. Classified Staff Representative Tana Richins reported that 92 people attended the Annual Classified Staff Awards Luncheon in the Masto Conference Center on Friday, February 10. Ten Classified Staff Employees received longevity awards for their years of service. Starr Bernhardt, Ruth Coffin, Teresa Curran-Sweeney and Yvonne Ponce were presented five-year awards. Todd Sauer and Angela Weber were presented ten year awards.

Sergio Cervantes and Barbara Collins were presented 15-year awards and Randy Fish and Connie Rodriguez were presented with 25-year awards.

Eleven people were nominated for the Excellence in Customer Service Award this year: Michael Andresen, Mark Rogerson, Darci Alamos, Brad Beukman, Kathy Aldrich, Ana Bolivar, Tom Munyan, Nancy Theis, Irene Osumi, Yvonne Ponce and Debbie Simpson who was chosen as the winner of the award.

The Classified Staff Committee asked various departments to volunteer gift baskets to be given away at the awards luncheon. Seven extraordinary gift baskets were provided valued around \$100-\$200 each. There was such a positive response from everyone that this will definitely be included next year.

Kathy Aldrich was awarded a plaque of appreciation by Dr. Bonaudi for her many years of service as the Classified Staff Representative.

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

Classified Staff training opportunities included:

Jessica Aloysius began attending an Operations Management training through EWU's Riverpoint Campus in Spokane on January 1. The training will continue each Tuesday night until March 20. Jim Tincher and Angel Uresti from the Maintenance Dept. attended the Noxious Weed Board Seminar on January 18 at BBCC. Eric Gruber attended SQL 2012 Database Business Intelligence and Server Management training was held in Bellevue on January 24-25. Yvonne Ponce attended Higher One training on January 25 and January 31 at BBCC.

7. Aviation Program Review

VP Mohrbacher stated the Program Review process is outlined in the Negotiated Agreement. The Aviation Program Review Committee was composed of VP Mohrbacher, Dean Clyde Rasmussen, IET Instructor Bill Autry, AMT Instructor Erik Borg, Accounting Instructor Les Michie and Counselor MariAnne Zavala-Lopez. The committee met weekly through the fall quarter and Aviation faculty attended one meeting. This program review was not prompted by the quality of the program but focused on a viable business model including a plan for replacing the fleet. VP Mohrbacher thanked the committee members who took their responsibilities very seriously. Instructor Bill Autry also did a lot of work outside the meeting process gathering information.

A list of recommendations was provided to President Bonaudi in December. President Bonaudi asked for clarification and received it and then he provided a response to each recommendation. VP Mohrbacher stated that the desire is to have a healthy program moving forward with a reduced cost per FTE. The department needs to run as efficiently as possible and maintain a fleet into the future.

President Bonaudi said his focus was on the cost per FTE of the program, the amount of state dollars invested, which is almost exclusively the salaries, and the challenge of one on one instruction. This is more critical this year due to budget cuts and anticipating another cut this year, which will reduce the funding available for all BBCC programs. Some of the less expensive programs generate money to supplement the more expensive programs. BBCC makes a conscious choice to continue the higher cost programs like Aviation, AMT and Nursing. Another issue with Aviation is the fleet. The adequacy and safety of the fleet is not in question today. We need to look forward to where the program will be in 5-10 years. Some BBCC aircraft have operated hours beyond expectations, parts and repairs are expensive. What plans do we have in place to assure we have a fleet to continue to fly?

President Bonaudi said he agrees with all recommendations from the committee. He initially had two reservations regarding the committee's recommendations. The reservation was regarding moving funds from the lab equipment reserve in order to balance the lab operating account on a one-time basis. President Bonaudi stated this would take the replacement lab account to an inadequate level. It is too early to do this. It's better to improve the efficiencies, and work through a sustained attempt to reduce operation debt.

Trustee Mike Wren asked about the replacement lab account. A portion of the revenue from lab fees, 15%, goes into that account. To zero out the debt in the operation account would greatly reduce the reserve account.

Another committee recommendation to combine the Aviation Program with another Division is not feasible. This involves the internal alignment of the college and is in the Negotiated Agreement, it can't be simply changed.

The other committee recommendations don't cause major changes to the program. This needs to be an overall review to insure viable program in the future. The committee members fulfilled their obligation.

Chief Pilot John Swedburg stated the Senior Flight instructors were also present today. He said it is difficult to be on a Program Review and he assured the Board that the Aviation Department are active in the process and hope to find a resolution. The department needs to increase the number of students. The past decade has been the worst in the nation for aviation . BBCC saw a 45% decline back in 2006 and since then a steady increase. Last fall there was a marked increase 28-32% in enrollment due to recruiting, a stronger union with CWU, and open enrollment each quarter.

Reducing the cost per FTE is a major goal, stated Chief Pilot Swedburg. The Aviation Department response to the Program Review Committee recommendations is in the items the Board has received. Aviation has been a department for BBCC for the past 47 years.

They have been asked to make some changes; some changes are supported by the program and some not. The department will rise to the challenge and be in a better position. Chief Pilot Swedburg invited the Board to visit the flight program to ask questions.

Trustee Mike Blakely thanked the department for their response. He asked about progress made for training international students. Chief Pilot Swedburg responded that opportunities were presented 3-4 years ago and he responded to every group but there have been no new international groups follow through. Trustee Blakely asked about diluting the aviation program cost by establishing an air traffic control program. Chief Pilot Swedburg responded that Green River Community College currently has an air traffic control program and we would need to work with them. Students can get some of the training they need for the Green River CC program here at BBCC and transfer.

Trustee Mike Wren stated he loves aircraft and he is the Aviation program's biggest fan. He must look at this financial situation from a Board perspective. Core programs should not suffer to support another program. He asked Chief Swedburg about the area of greatest gain to help resolve this situation. Chief Swedburg responded that increasing enrollment is the best resolution. In the next decade the "age 65" rule will take effect in the airlines and there will be a huge retirement surge. Word is getting out and people are getting into aviation again. He said he's trying to stay competitive, but still raise rates appropriately. The outlook for pilot employment is a big help. Working on the review committee's recommendations will help. Chief Pilot Swedburg stated all aviation students are AA transfer degree students and they generate academic FTE's. In 1991, aviation students generated 18% of the total FTE's. That number is currently at 5-7%. Aviation students' generate revenue for tuition, books and dorms.

Trustee Mike Wren stated the Aviation program is valuable. What about adding "Part 61 Training" which is offering just private flying lessons rather than the entire commercial pilot program. Chief Swedburg said historically the state was very concerned that BBCC would take away business from private flying businesses. More recently private businesses have dwindled. At what point do we have a reputation or obligation as a school to become the local FBO or stay with the career-oriented person. The commercial pilot aviation students are known to aviation instructors. Maybe this is a way to go and the Board could help with this.

Trustee Mike Blakely suggested if the program does begin offering private lesson it could be under a different program name. He also asked how other community colleges compete against BBCC. Chief Swedburg responded that teaching in a classroom environment helps generate more FTE's. Some other community colleges are only offering the ground school classes.

BBC is more unusual as we offer airplane training too. We have the perfect environment here for flight training ; weather, airport, and few trees.

Trustee Wren stated according to the response there is tension regarding the recommendation regarding the consultant. Chief Pilot Swedburg stated it is good to have outside input. The Aviation Advisory Committee provides that input and they don't need someone else to tell them to balance their budget.

Trustee Stephen McFadden stated he has background in aviation. He suggested considering the Part 61 to generate revenue to sustain the program. He also asked about other options to increase FTE or revenue other than increased student enrollment. He suggested a consultant could perform a feasibility study and play a role in identifying other options and grow the legacy.

President Bonaudi stated this is not urgent and he suggested the Board consider taking action related to the recommendations during the April 5 Board meeting.

Motion 12-07 Trustee Mike Blakely made a motion to postpone further action on the Aviation Program Review to the April 5, 2012 Board meeting. Trustee Jon Lane seconded the motion and the motion passed.

Trustee Mike Blakely introduced his guest Ms. Liz Graft, President of District 9 Agriculture Teachers' Association and Ms. Erica Whitmore Vice-President. Ms. Graft teaches at the Quincy High School and Ms. Whitmore teaches in Odessa-Harrington and serves on the National Ag Association Board with five other delegates. They award to individuals who are important to schools at the district, state, and regional levels. Automotive Instructor Mike O'Konek was nominated and chosen to receive the district award. He has helped Ag in District 9 through being a cooperative partner hosting state potato competitions and he helps with the Ag Mechanic competition. He also helped arrange the welding competition. It makes sense to hold potato judging in the middle of WA State in potato country. District 9 has 700+ Ag kids in this area in FFA from Washtucna to Ritzville and Connell to Wahluke. Instructor O'Konek is also involved with baseball and he works with Skills USA and VICA. He was awarded an Outstanding Cooperation Award and also received an honorable mention at the state level. Instructor O'Konek said it was an honor to help and part time Automotive Instructor Chuck Cox is also very involved in this support.

Trustee Mike Blakely congratulated Instructor O'Konek on his award. He also said Instructor Chuck Cox will receive the Honorary State Farmer Award.

4. Remarks (continued)
 - c. Faculty Association President Mike O'Konek reported English Instructor Matt Sullivan is a coordinator for an event, World Book Night. They have a goal to give away one million books on April 23.

BBCC hosted the Automotive Skills USA Power Mechanics District Competition on February 18. Former graduates working in industry judged central region skills USA.

Automotive Instructors Mike O'Konek and Dick Wynder will attend technical training in Seattle starting tomorrow. They will complete 20 hours of technical training required for ASE certification for the BBCC Automotive program. Instructor O'Konek also thanked the Aviation Faculty and Aviation Program Review Committee for the efforts.

- d. VP Gail Hamburg reported she has discussed the possibility of energy use efficiencies and there may be grant funding available for this in the future. A group will visit campus and they will review our energy consumption and let us know if we have enough potential savings to qualify to apply for a grant.
- e. VP Bob Mohrbacher referred to the Student Success Initiative Consent Agenda item information, which includes college enrollment for our local high school graduates. This information illustrates which districts we are working with effectively. Are we partnering effectively in all districts? Should we visit some partners more? How can we work together to meet needs and get more students overall to go to college? He will also be attending a meeting with the Rural Alliance and the focus will be hearing best practices from the colleges. At that same meeting Associate VP Candy Lacher will share some of our first year experience activities.
- f. VP Holly Moos reported that searches will be closing soon on the following positions: Volleyball Coach, Baseball coach, STEM grant , DOL funded AMT Instructor, and Executive Director of HR. Dean Tim Fuhrman is the chair of the Executive Director of HR committee. VP Moos also indicated she was waiting to see what role her office will have the in the Presidential search.

5. **AMP Access Monitoring Report**

Dean Kirkwood shared the 2012 Access Monitoring report during the Study Session this morning. Trustees Mike Blakely and Stephen McFadden stated the report was very well done.

Motion 12-08

Trustee Mike Blakely made a motion to accept the 2012 Access Monitoring Report. Trustee Stephen McFadden seconded the motion and the motion passed.

Board Chair Mike Wren announced the Board would adjourn to an Executive Session to discuss items provided for in RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The anticipated time of the executive session was 20 minutes beginning at 2:40 p.m.

The meeting reconvened at 2:55 p.m. with no action taken.

6. Probationary Tenure Reviews

Motion 12-09 Trustee Jon Lane moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and VP Mohrbacher renew the probationary contract of Dr. David Holloway effective September 17, 2012. He further moved that the President notify Dr. David Holloway as soon as possible of this decision. Trustee Mike Blakely seconded the motion and the motion passed.

Motion 12-10 Trustee Stephen McFadden moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and VP Mohrbacher extend the probationary review period for Mr. Jerry Wright for three quarters effective September 17, 2012. He further moved that the President notify Mr. Wright as soon as possible of this decision. Trustee Jon Lane seconded the motion and the motion passed.

Motion 12-11 Trustee Mike Blakely moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and VP Mohrbacher grant tenure to Ms. Mercedes Gonzales-Aller effective September 17, 2012. He further moved that the President notify Ms. Gonzales-Aller as soon as possible of this decision. Trustee Stephen McFadden seconded the motion and the motion passed.

Motion 12-12 Trustee Mike Wren moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and VP Mohrbacher grant tenure to Mr. Richard Wynder effective September 17, 2012. He further moved that the President notify Mr. Wynder as soon as possible of this decision. Trustee Jon Lane seconded the motion and the motion passed.

Faculty Association President Mike O’Konek asked about the summary in each binder. Trustees responded that it was helpful.

8. **Trustee Emeritus**

President Bonaudi stated that former Trustee Katherine Kenison resigned with regret after 13 years of service.

Motion 12-13

Trustee Jon Lane moved that Ms. Katherine Kenison be honored with Emeritus status. Trustee Mike Blakely seconded the motion and the motion passed.

President Bonaudi announced that an Emeritus plaque will be presented to Ms. Kenison and she will be the Commencement speaker June 15, 2012.

9. **Presidential Search Committee**

Board Chair Mike Wren asked if the Trustees felt the search could be conducted without a search firm. He stated that he had met with VP Moos to develop a proposed timeline. Employee and community surveys requesting input on the desired qualifications and characteristics are online. After gathering information from the survey results and determining common threads, the recruiting brochure can be developed. The position can be posted on or about March 13 and remain open for 25 days. Trustee Blakely emphasized that the brochure also needs to be a “sales pitch” for BBCC. The week of April 10 the committee could be screening applications.

Trustee Mike Blakely said he agreed with this schedule and it should be flexible. Trustee Lane stated the schedule is ambitious but doable. He also said the Board should be open to hire an interim if the timeline cannot be met or the search does not yield a successful candidate.

Faculty Association President Mike O’Konek stated it is important that faculty have the opportunity to meet the candidates before summer break. Other campuses also shut down for the summer and getting references and visiting campus could be problematic if those schools are on summer break.

The Trustees discussed the merits of a search firm or managing the search internally. Trustee Wren expressed confidence in VP Moos competence and knowledge base to conduct the search with direction from the Board. The Trustees asked President Bonaudi for his input. He stated a consultant could be hired for very specific pieces of the search at any stage in the process. Trustee McFadden informed the group that he will be unavailable for meetings May 23-29.

Trustee Mike Wren proposed the Board move forward with this tentative schedule.

Motion 12-14

Trustee Mike Blakely moved that the Board move forward with the Presidential Search with support from VP Holly Moos using the proposed calendar. Trustee Jon Lane seconded the motion and the motion passed.

The Trustees discussed the makeup of the Presidential Search Advisory Committee and voting authority.

Motion 12-15 Trustee Jon Lane moved that all Presidential Search Advisory Committee members be voting members. Trustee Stephen McFadden seconded the motion and the motion passed.

The Trustees discussed the Board Chair rotation in agenda item #11.

Motion 12-16 Trustee Mike Blakely moved that Trustee Mike Wren continue to fill the partial 2011-12 Chair term vacated by Angela Pixton and the 2012-13 Board Chair term. Trustee Jon Lane seconded the motion and the motion passed.

Board Chair Mike Wren will Chair the Presidential Search Advisory Committee and Trustee Mike Blakely will also sit on this committee.

The Trustees discussed the other members of the committee. Trustee Stephen McFadden will research industry representatives and present Trustee Wren with names of potential committee members. Trustee Jon Lane will research K-12 system representatives and provide Trustee Wren with names of potential committee members. It was emphasized that committee members should come from around the entire geographic area of the service district.

Board Chair Mike Wren directed that VP Moos will guide the process internally. He will also review the survey input and set a Special meeting to finalize qualifications.

10. Assessment of Board Activity

Trustee Jon Lane stated he attended the Moses Lake Martin Luther King Celebration and former BBCC instructor Joe Rogers spoke. He also attended Grant County EDC meetings and is currently on their Board of Directors. Trustee Lane enjoyed coming on campus to attend the American Legion Speech Contest for high school students. February 1 he attended the Rotary Education Summit and President Bonaudi was a panel member along with Moses Lake Superintendent Michelle Price. Trustee Lane attended the Moses Lake Chamber of Commerce Legislative Forum and Representative Judy Warnick supports funding for community colleges. Lastly, he attended the Job Corps Community Relations luncheon.

Trustee Stephen McFadden stated he attended the TACTC New Trustee Orientation and the TACTC Conference January 22-24, 2012.

He also visited legislators Senator Schoesler, Representative Fagan, and Representative Schmick. February 2 Trustee McFadden attended the Adams County Development Council (ACDC) Annual meeting. He was a charter member of the ACDC and he is considering returning to the Board. He also met with the Ritzville Public Development group regarding a Wheat Interpretive Center business plan. As the President of the Ritzville Chamber of Commerce he hosted the Chamber luncheon which featured a presentation by NoaNet Fiber Optics.

Trustee Mike Blakely reported he is helping VP Hamburg locate a farmer for BBCC's conservation property. He attended a BBCC Foundation meeting the Quincy Leadership Roundtable and the Grant County EDC luncheon. While attending the TACTC Conference in January Trustee Blakely also visited legislators Representative Judy Warnick and Senator Parlette. He also solicited the Quincy Port District to sponsor a table at the President's Ball. Trustee Blakely attended the Moses Lake Rotary Education Panel and reported President Bonaudi provided a very good presentation. Trustee Blakely mentored BBCC graduate Cristian Ramon and sent her information to the local newspapers. He also had telephone contact with Senators Parlette and Schoesler and Representative Warnick. Trustee Blakely reported he enjoyed the Classified Staff Luncheon on campus and he visited Biology Instructor Kathleen DuVall's classroom. He stated BBCC has a lot of good teachers and he plans to visit campus more. He has also been busy recruiting potential Trustees.

Trustee Mike Wren reported he attended the Grant County EDC Board meeting. He also reviewed probationary tenure folders and attended the Special Board meeting on February 17. Trustee Wren attended the Classified Staff Luncheon and he met with VP Moos regarding the Presidential Search.

11. Trustee Succession

This topic was discussed earlier in the meeting during the Presidential Search discussion. The Trustees chose option one, Trustee Wren will remain the Chair until July 2013.

12. Regularly Scheduled Board Meeting Date

Motion 12-17 Trustee Mike Blakely moved to set the next Regular Board meeting April 5, 2012, at 1:30 p.m. Trustee Jon Lane seconded the motion and the motion passed.

13. Miscellaneous

President Bonaudi announced that he had received notification that Trustee Jon Lane was confirmed by the Senate. Trustee McFadden's nomination is out of the Rules Committee and on the Senate floor.

The BBCC President's Ball will be held March 3 and the 50th anniversary will be celebrated. There are currently 180 attendees scheduled to enjoy dinner and dancing.

The President's State of the College Address will be held April 23 after the legislative session closes.

President Bonaudi reported that he recently visited with potential trustee, Ms. Anna Franz.

VP Moos' retirement open house is scheduled on May 29 from 3:00-5:00. President Bonaudi's retirement dinner will be held June 21.

Trustee Mike Wren asked if another Trustee was interested in serving as the Board Foundation Liaison. Trustee Jon Lane accepted the role.

Motion 12-18 Trustee Stephen Lane moved to adjourn the meeting.
Trustee Mike Wren seconded the motion and the motion passed.

The meeting adjourned at 3:45 p.m.

Mike Wren Chair

ATTEST:

William C. Bonaudi, Secretary