

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Thursday, March 3, 2016, 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: Anna Franz
Jon Lane
Stephen McFadden
Juanita Richards
Mike Villarreal

STEM IT Tech and United States Coast Guard veteran Ken McKinley led the pledge.

2. Introductions

The women's basketball team was not available for introductions. President Leas announced that sophomore basketball players Makena Shelley, Mackenzie Windley, and Deanna Manning were named to the Northwest Athletic Conference (NWAC) Academic Team.

3. Consent Agenda

a) Approval of Regular Board Meeting Minutes January 21, 2016 (A); b) President's Update (I); c) Student Success Update (I); d) Accreditation (I); e) Assessment Update (I); f) Capital Project Report (I); g) Safety & Security Update; h) Human Resources Report (I); i) Classified Staff Report; j) Enrollment Report (I).

Motion 16-04 Trustee Anna Franz moved to approve the consent agenda. Trustee Jon Lane seconded, and the motion carried.

There were no public comments.

4. Remarks

a. ASB President Blake Spring reported ASB and club activities. The ASB sponsored movie night held January 28 at the Lee Theater in Ephrata and entertained 170 students and employees followed by bowling night, which was attended by 203 people. The ASB Pastafest had 209 people in attendance. Dean Dan Johnson from Edmonds Community College spoke with 75 students and employees for Black History Month.

Upcoming ASB events include Grocery Store Bingo tonight in the Masto Conference Center, where the prizes will be "the good toilet paper," Tide pods laundry detergent, and other great items from a grocery store.

Next week ASB will hold a Porkfest Lunchfest and the annual Flashlight Easter Egg Hunt Thursday night at 10:00 p.m.

ASB hired Ryker Pierce as the new Vice President and Brittany Hosley as the Programming Director; they will begin spring quarter. Current officers Jacob Barth and Felicia Nelson will complete their BBCC classes this quarter.

ASB has taken an active role in the home basketball games this year, with foam fingers, selfie stick giveaways, the couch potato fundraiser, and fatheads of the men's basketball team. There was a huge turnout last Saturday for the final basketball games against Spokane. ASB has also helped with the costs of redoing the baseball infield, which resulted from the huge windstorm in the fall.

On Monday, February 22, Phi Theta Kappa inducted 33 new members. They provided concessions for the February 13 Allied Arts event, and they will also be providing concessions for the upcoming Allied Arts event March 12 and the Columbia Basin Community Concert Association on March 21.

Phi Theta Kappa will conduct their quarterly Book-Buy-Back-Bake Sale Thursday and Friday, March 17-18.

Phi Theta Kappa will also attend their spring regional conference March 18-20 at Pacific Lutheran University hosted by Tacoma Community College.

- b. Classified Staff Representative Robin Arriaga reported Classified Staff activities. Their winter quarter community service project for Daze of Camelot resulted in donations, including five 1-ton bales of hay, veterinarian funding, and miscellaneous supplies. Classified Staff members attended CPR-AED training. Representative Arriaga also reported that a new Administrative Process that will provide recognition for classified staff members similar to Emeritus awards is in process.

Classified Staff members are looking forward to wellness and gentle yoga sessions by Director of Title V Terry Kinzel. The group is scheduling a meeting to make plans for spring quarter.

- c. Faculty Association President Kathleen Duvall reported Faculty members' activities.

CWU Associate Professor of Analytical Chemistry and Chemistry Education Tim Sorey and several graduate students visited BBCC and job shadowed math and science faculty on February 17.

Criminal Justice and Psychology Instructor Dr. Ryann Leonard's students will be working with local police departments to help train the new reserve officers.

They will act as victims and perpetrators for several days of training. This participation helps the students see the field in which they are interested and provides a service to our local law enforcement departments.

- d. VP Linda Schoonmaker reported the netted drone (40-ft. high) facility engineering design is completed. Placement of the exterior guide wires is under consideration. The Baseball field repairs will be finished April 6. The PTEC predesign package was submitted to the State Board for Community and Technical Colleges (SBCTC). The facility will be located on the dirt lot to the north of ATEC. The committee continues to plan the student center remodel. The hallway outside the SIM Lab will be painted during spring break.
- e. VP Bob Mohrbacher reported 13 BBCC employees attended the Dream 2016 conference in Atlanta along with 2,000 community college colleagues. They learned about information regarding guided pathways, diversity and equity, closing gaps, and data analytics. They also visited the Center for Human Rights and the aquarium.

Senator Patty Murray's Central Washington Director Raquel Ferrell-Crowley visited campus and toured the SIM lab and SynDaver. She shared feedback regarding the UAS grant.

VP Mohrbacher reported spring enrollment is going well, and some classes are being added a result of wait lists.

- f. VP Kim Garza reported the new agriculture program coordinator, Landra Kosa, will begin in June. The Washington Public Employees Association became certified to represent the BBT classified staff in January. They have notified BBCC to begin the contract negotiation process.
- g. Executive Director of the Foundation LeAnne Parton reported that the online scholarship application deadline has passed. There were 172 applications submitted compared to 185 last year. Foundation staff helped students through the process.

The Trustees' Scholarship account fund is decreasing. Director Parton stated based on investment revenues and on expenditures, the scholarship payout should be reduced from 5% to 4%.

Motion 16-05

Trustee Mike Villarreal moved to reduce the Trustees' Scholarship payout to 4% or \$1,630 for this cycle. Trustee Juanita Richards seconded, and the motion carried.

Trustee Anna Franz asked to have a discussion about the Trustees' Scholarship account expenditures for the Transforming Lives event at the next meeting.

5. AMP Community Engagement

Dean Valerie Parton introduced the community engagement monitoring report which focuses on partnerships, responsible use of resources, and the cultivation of an inclusive campus environment. Last summer, Dr. Pamela Transue led a board session about reviewing performance. She suggested that the review and feedback process, usually completed annually just before the retreat, be broken into three pieces. Each of the three monitoring reports could include review and feedback at the time of the report rather than waiting to review all three areas at one time.

All employees and trustees had the opportunity to provide feedback for the community engagement monitoring report. Next week Institutional Research will host four Latino/Latina focus groups led by Counselor MariAnne Zavala Lopez, Student Success Center Coordinator Diana Villafaña, TRiO Director Custodio Valencia, and TRiO Academic Advisor Luis Alvarez.

Eighty percent of students intend to get degrees and/or transfer to a four-year university. The data team hopes to drill down through the data to understand how to help students. VP Bob Mohrbacher said he hopes the focus groups will provide more information about students' barriers.

James Saucedo, STEM Director, shared about STEM partnerships. Internship opportunities are the focus with industry partners, which include Air Liquide, AkzoNobel, CBTech, Genie, Columbia NW Engineering, and REC Silicon. STEM and the Industrial Systems Technology program support each other, and this partnership benefits students. The engineering and computer science club activities in collaboration with the AMT program and the UAV grant are enriching the STEM students' experiences. Director Saucedo also works with EWU, CWU, WSU, and UW to articulate courses. The Engineering Consortium members, consisting of Walla Walla CC, Columbia Basin College, Yakima Valley CC, Wenatchee Valley College and Spokane Falls CC, are working together. Dean Tim Fuhrman and Zach Welhouse have been helping with resource utilization. Lastly, STEM hosted an engineering night with K-12 partners.

Heidi Summers, Director of Workforce Services, shared about the Working Student Success Network, which strategically integrates and bundles three pillars: education and employment advancement, income and work supports, and financial services and asset building. Four events—the fall hiring event, professional/technical open house, fall transfer fair and the new opportunity fair—were bundled into one Get HERE (Get Higher Education Resources Employment) event. WorkFirst Education Service Coordinator Monica Medrano, Career Services Coordinator Bonnie Jeffrey, and TRiO Advisor Rita Ramirez worked together on the successful event, which included employers, organizations, and universities in a fun, carnival atmosphere. Approximately 300 students attended. Trustee Stephen McFadden asked that Adams County be included for the event next year.

Counselor MariAnne Zavala-Lopez and WorkFirst Education Service Coordinator Monica Medrano shared information regarding the Multicultural Development Team

(MDT). The MDT vision statement reads: Cultivate an environment of equity and inclusion. The MDT mission statement reads: Promoting equity and inclusion through education, leadership, collaboration and advocating social justice. Coordinator Medrano shared that the MDT is a resource and serves as support for the Big Bend community to explore diversity, equity, and inclusion. The MDT also helps identify barriers and strategies to encourage interaction and enrich the educational experiences of the campus.

Counselor Marianne Zavala-Lopez shared about a Safe Space Training Session offered by CWU on February 19. Nineteen participants learned about providing a supportive environment for students to discuss gender identity and sexual orientation. She also talked about the continuing professional development series “Words Matter.” The sessions share how words can include and exclude people. MDT has also offered input to Human Resources about including a diversity statement in the application process and suggested that an MDT member serve on screening committees as well as diversity training for screening committee members. They also suggested changes to address diversity for the student activities office. The group would like to conduct a campus cultural audit. Support from the board of trustees was important to start this team as they began planning to be a campus resource. Trustees shared their appreciation of the MDT. President Leas stated this team is creating a culture of inquiry, and uncomfortable conversations can lead to better awareness and positive change.

Dean Valerie Parton stated that stewardship of resources and inclusive environment are new parts of the community engagement ends statement. She reported that VP of Finance and Administration Linda Schoonmaker reminds staff to connect the budget to strategies and goals. BBCC continues to work on partnerships and build relationships.

Trustee Stephen McFadden complimented the good work highlighted in the report. He also stressed the importance of 100% trustee participation in the surveys as they build part of the report.

Motion 16-06

Trustee Jon Lane moved to accept the AMP Community Engagement Monitoring Report. Trustee Mike Villarreal seconded, and the motion carried.

Kyle Foreman Director of Safety and Security reported his department is using a new software program to replace and integrate what was being accomplished by several programs. The new program was recommended by other security administrators; it has data analytics capabilities and can be used to create employees’ schedules. The new program will work well with the new security vehicle, a 2016 Jeep Patriot, has a laptop in the vehicle. Monthly reports will look different as a result of the new program. The old security vehicle has 145,000 miles and is 20 years old.

Board Chair Stephen McFadden announced a 5-minute break at 2:50 p.m. to be followed by an Executive Session for 30 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 15 minutes. The meeting reconvened at 3:35 with no action taken.

6. Probationary Tenure Review List

Motion 16-07

Trustee Jon Lane moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to James Ayers effective September 12. He further moved that the President notify James Ayers as soon as possible of this decision. Trustee Mike Villarreal seconded, and the motion carried.

Motion 16-08

Trustee Anna Franz moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to Clint Gilbert effective September 12. She further moved that the President notify Clint Gilbert as soon as possible of this decision. Trustee Juanita Richards seconded, and the motion carried.

Motion 16-09

Trustee Mike Villarreal moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to Lindsay Groce effective September 12. He further moved that the President notify Lindsay Groce as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.

Motion 16-10

Trustee Juanita Richards moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to Libby Sullivan effective September 12. She further moved that the President notify Libby Sullivan as soon as possible of this decision. Trustee Anna Franz seconded, and the motion carried.

Motion 16-11

Trustee Jon Lane moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to extend Valerie Wade's contract for a fourth probationary year effective September 12. He further moved that the President notify Valerie Wade as soon as possible of this decision. Trustee Mike Villarreal seconded, and the motion carried.

Motion 16-12

Trustee Anna Franz moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Benjamin Altrogge effective September 12. She further moved that the President notify Benjamin Altrogge as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.

Motion 16-13

Trustee Mike Villarreal moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Heidi Gephart effective September 12. He further moved that the President notify Heidi Gephart as soon as possible of this decision. Trustee Anna Franz seconded, and the motion carried.

Motion 16-14

Trustee Juanita Richards moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of John Martin effective September 12. She further moved that the President notify John Martin as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.

Motion 16-15

Trustee Jon Lane moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of John Marc Swedburg II effective September 12. He further moved that the President notify John Marc Swedburg II as soon as possible of this decision. Trustee Michael Villarreal seconded, and the motion carried.

Motion 16-16

Trustee Anna Franz moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Arthur Wanner effective September 12. She further moved that the President notify Arthur Wanner as soon as possible of this decision. Trustee Juanita Richards seconded, and the motion carried.

- Motion 16-17 Trustee Mike Villarreal moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Amber Bravo effective September 12. He further moved that the President notify Amber Bravo as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.
- Motion 16-18 Trustee Juanita Richards moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Michael Dzbenski effective September 12. She further moved that the President notify Michael Dzbenski as soon as possible of this decision. Trustee Anna Franz seconded, and the motion carried.
- Motion 16-19 Trustee Jon Lane moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Dawnne Ernette effective September 12. He further moved that the President notify Dawnne Ernette as soon as possible of this decision. Trustee Juanita Richards seconded, and the motion carried.
- Motion 16-20 Trustee Anna Franz moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Jaime Garza effective September 12. She further moved that the President notify Jaime Garza as soon as possible of this decision. Trustee Juanita Richards seconded, and the motion carried.
- Motion 16-21 Trustee Mike Villarreal moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to Brinn Harberts effective September 12. She further moved that the President notify Brinn Harberts as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.

The trustees expressed their appreciation to the faculty and probationary committees for working through the tenure review process.

7. President's Evaluation Process

VP Kim Garza shared information from other colleges' presidential evaluation processes. Many HR offices are not involved in the president's evaluation. VP Garza also share a document titled *Assessing the Performance on the Chief Executive* written by Dr. Cindra Smith. VP Garza asked the trustees how they would like to proceed.

The trustees discussed their need for additional time to consider and define their desired outcome, process, and purpose of evaluation instruments.

Motion 16-22 Trustee Mike Villarreal moved to schedule a board study session April 7 before the regular board meeting to discuss the president's evaluation process. Trustee Anna Franz seconded, and the motion carried.

8. Exceptional Faculty Awards

Motion 16-23 Trustee Jon Lane moved to approve Exceptional Faculty Awards to Erik Borg, Kathleen Duvall, Matthew Sullivan, Steve Close, Richard Wynder, MariAnne Zavala-Lopez, and Lindsay Groce as presented in the agenda. Trustee Juanita Richards seconded, and the motion carried.

9. Association of College Trustees (ACT) Awards

Dr. Leas shared about the ACT awards. The awardees at the state level are automatically nominated to the national Association of Community College Trustees (ACCT). President Leas stated he is working on one nomination for the equity award.

Motion 16-24 Trustee Anna Franz moved to form a nominating committee of her and Jon Lane to work with President Leas. Trustee Juanita Richards seconded, and the motion carried.

10. Board Policy for Information

Revised Board Policy 1005 was presented for information. Revisions broaden the recognition opportunities to classified staff for meritorious service to parallel emeritus awards. This is another step toward being more inclusive. The college depends on classified staff to support excellence in teach and learning.

11. Assessment of Board Activity

Trustee Jon Lane reported that he attended the National ACCT Legislative Summit in Washington, DC, along with a group of about 50 colleagues from Washington State. He visited senators and representatives and discussed America's College Promise and Pell Grants among other topics. He also talked with Regents of 4-year universities who are connected with the aircraft industry about fleet replacement strategies. In Moses Lake, Trustee Lane visited with local BBCC graduates of the nursing program. Trustee Lane attended a town hall conference call with Representatives Manweller and Dent and Senator Warnick. He also attended the Grant County Economic Development Council

Executive Director Candidates' Meet & Greet and the BBCC Men's basketball game against Spokane Community College. Lastly, he observed the state capital project scoring and attended meetings with Dr. Leas.

Trustee Anna Franz reported that she reviewed the tenure review binders and met with Dr. Leas and Dr. Mohrbacher.

Trustee Juanita Richards reported she attended the holiday potluck; she complimented VP Garza on the event. She also attended the Transforming Lives dinners and visited legislators in Olympia during the ACT Conference. In addition, she visited the 13th district legislators again on credit union day.

Trustee Mike Villarreal reported that he reviewed the tenure review binders. He also attended the largest technology conference for education in Seattle and was amazed at the speed in which technology is advancing in education.

Trustee Stephen McFadden reported that he attended the ACT Conference and the Transforming Lives dinner in Olympia; he also visited the 9th & 13th district legislators. Trustee McFadden attended the state auditor's exit conference for BBCC. He also attended the Othello Chamber of Commerce event and hosted the Adams County Legislative Reception in Olympia. Trustee McFadden thanked President Leas for attending the Adams County events. Trustee McFadden visited with legislators during the recent WA Economic Development Conference and shared about BBCC's aviation fleet-replacement needs. Representative Dent is organizing a meeting with BBCC and CWU to address the aviation program needs. Trustee McFadden also reported that he received a text from Senator Schoesler that he was confirmed as a trustee. Trustee Anna Franz reported she was also confirmed.

12. Next Meeting

The next regular board meeting is scheduled on April 7, 2016.

13. Miscellaneous

President Leas reported that he and PIO Doug Sly visited Quincy School District Superintendent John Boyd. Quincy recently passed a successful \$108-million bond. They discussed innovative programs, and Superintendent Boyd would like to visit BBCC's STEM Center with a team. President Leas also visited the Ephrata School District with music instructor Michael Dzbenski. They met with Principal Dan Martell and EHS Music teacher Tim O'Donnell.

President Leas reported that he was appointed to the Grant County Economic Council Board of Directors. He also participated in the statewide capital project scoring process.

Dr. Leas announced that the BBCC Community Choir will perform Wednesday, March 16 at 7:30 p.m. at Wallenstien Theater.

Dr. Leas complimented VP Linda Schoonmaker and Executive Director of the Business Office Char Rios for a positive audit exit. The State Auditor staff were complimentary of BBCC.

President Leas announced that BBCC earned the Eastern Regional Championship and are in the state basketball playoffs.

VP Kim Garza shared information regarding the system impact of the recent class action lawsuit regarding part-time employees' benefit eligibility. There are a large number of adjunct or part-time instructors in our state system, and the \$13 million settlement will be split amongst the 34 colleges. BBCC followed the rules per the Healthcare Authority. The direct impact on BBCC is not yet known.

Trustee Stephen McFadden stated the legislative session ends March 10, and there are numerous budget divides between the house and senate. Legislators hope to reach consensus but may be called back to a special session by the governor.

Motion 16-25

Trustee Jon Lane moved to adjourn the meeting. Trustee Mike Villarreal seconded, and the motion carried.

The meeting adjourned at 4:37 p.m.

Stephen McFadden Chair

ATTEST:

Terrence Leas, Secretary