

## THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Thursday, April 7, 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: Jon Lane  
Anna Franz  
Stephen McFadden  
Juanita Richards

Aviation student and Navy Veteran Michael Schroll led the Pledge of Allegiance. He reported that he served in the Navy for 8 ½ years in communications. He is currently in the flight program, serves as a math tutor, volunteers in the Veterans' Club, and is a member of Phi Theta Kappa.

### 2. Introductions

There were no introductions.

### 3. Consent Agenda

a) Approval of Regular Board Meeting Minutes March 3, 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; h) Human Resources Report (I); i) Classified Staff Report (I); j) Enrollment Report (I).

Motion 16-26 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 Springer reported ASB and club activities. Since the last Board of Trustees meeting, ASB has held several events on campus. The ASB Porkfest Lunchfest served close to 200 attendees. ASB sponsored their third annual Flashlight Easter Egg Hunt, at which 120 students found hundreds of plastic eggs in the dark in the ATEC Quad. One person even found an egg from the first-year egg hunt. There are still a few eggs out there waiting to be found.

During finals week, ASB hosted Free Pool day in the game room as well as pizza and soda for the Library Campout.

ASB Officers participated in Viking Orientation during Spring Break, doing the ice breaker activities as well as giving campus tours and hosting the ASB table.

ASB sponsored a leadership training workshop for BBCC club members and staff. Presenter Ryan Penneau enthusiastically taught the group how Energy is Everything and not to throw poop, meaning not to be tossing out negativity all of the time.

Next Monday is the deadline for current students to apply for Executive ASB Officers for the next school year. Also next week, ASB will sponsor a Pandafest Lunchfest, based on Panda Express menu items and Jonathan Kingham, from Nashville, will perform.

April is Sexual Assault Awareness Month, and clubs have many activities planned for the campus.

ASB President Blake Springer will sign a letter of intent to play baseball at Bacone College in Muskogee, Oklahoma. Another Viking baseball player, Cameron Ball, will also attend Bacone College in the fall.

- b. STAR Committee Co-Chair Robin Arriaga provided the Classified Staff update. The Staff Training for Technical and Community Colleges (STTAAC) Conference will be held at Lake WA Institute of Technology, and a group of BBCC staff will attend. Director of Title V Terry Kinzel shared gentle yoga stretching, meditation, overall wellness and positivity at a recent training. President Leas will provide a Local/Global Issues presentation for Classified Staff later this month. The next STAR community service project focuses on annual spring cleanup around Moses Lake, there are two location options a local park or highway 17. The group also plans to visit a nursing home this summer.
- c. Faculty Association President Kathleen Duvall reported faculty news. Development English Instructor Dawnne Ernette is hosting a student writing contest, and she has received 50 submissions. Criminal Justice and Psychology Instructor Dr. Ryann Leonard reported her criminal justice students are working with local law enforcement to test for alcohol merchant compliance. English Instructors Steve Close and Matt Sullivan attended the Associated Writers Program in Los Angeles last week. Faculty members also attended a CANVAS Conference.
- d. Executive Director Char Rios shared news in VP Linda Schoonmaker's absence. Director of the New Opportunities in Aviation Dr. Pat Ford is working to get the drone netting approved. The area behind the baseball field will be used for the drones. VP Schoonmaker continues to work on a solution to the wiggly wall in the gym. The PTEC predesign has been submitted to the Office of Financial Management (OFM) and an RFQ for design and construction management services has been shared. Staff involved in the 1400 building student services remodel will meet on April 13 for final review. The next step is determining where employees who serve students directly will be housed to continue to serve students well.

- e. VP Bob Mohrbacher reported that the SIM Lab ribbon cutting went very well. The SIM Tech Program should be approved in late May. BBCC is also submitting a Criminal Justice and a UAS degree for approval. Deans Kara Garrett and Valerie Parton are working with faculty and advisory committees. The Achieving the Dream implementation plan is due soon and will include three priorities: increase completion rate, decrease barriers for low-income, develop plan for equity inclusion and social justice on campus. April is Sexual Assault Awareness month. Director of WorkForce Heidi Summers, Student Success Center Coordinator Diana Villafana and clubs are planning two weeks of activities.

Landra Kosa, the new Agriculture program coordinator will begin working on campus June 16.

- f. VP Kim Garza shared that HR has entered the recruitment season. Several candidates will be on campus the next two weeks. There will be many new employees to introduce in the fall. Faculty and staff will receive online sexual harassment training this month. A survey from SBCTC will be conducted in May to deepen understanding about the climate of the campus.

The Faculty Association requested to open negotiations, and the group is beginning to identify dates for meetings.

- g. Executive Director of the Foundation LeAnne Parton reported that the scholarships have been processed, and she will work with a financial aid official to make the awards. Cellarbration! for Education, the Foundation's gourmet dinner and auction, is scheduled for May 21. Executive Director Parton expressed her gratitude for the trustees' support of the event.

TRiO Academic Advisor Luis Alvarez and his brother established a new scholarship, "Promoting Positive Change," with a community service requirement. President Leas and Executive Director Parton continue meeting with donors in community and presenting the needs catalog. Confluence Healthcare is sponsoring blood-pressure equipment for the nursing program, and Genie just donated welders. The Foundation audit has been completed by Clifton Larson Allen. Badgely Phelps investment advisors will present at the next Foundation meeting.

This is the final six months of the STEM endowment, and the funding is just \$50,000 short to fulfill the \$265,000 match amount.

At 1:59 p.m. Board Chair Stephen McFadden announced an Executive Session 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; and (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 2:14 p.m. with no action taken.

Director of BBT Rick Sparks introduced new fulltime employee Richard Miller.

### **5. Exceptional Faculty Awards (EFA)**

Biology Instructor Kathleen Duvall provided her EFA report. She attended the 2016 Innovations Conference in Chicago. She attended sessions on technology, implementing high-impact practices, first-year seminars, learning communities, service learning, embedded tutoring, guided pathways, and other topics. She noted that many of the best practices touted are already implemented at BBCC, such as accelerated math, new-student orientations, course tracks, and CSS. A key takeaway regarding guided pathways is that students register by timeslot rather pathway, which can interrupt progress. She also learned more about engaging faculty leaders as advocates, interdisciplinary team teaching, and learning communities. Instructor Duvall's Art/Botany class with Instructor Rie Palkovic is a good example. Learning communities are expensive as both teachers in both classes are paid for both classes. Another best practice strategy she learned about is choosing ten courses with the highest enrollment and asking faculty to model and have their students model note-taking and reading techniques. Instructor Duvall also received an innovation award after being nominated by VP Bob Mohrbacher and Dean Kara Garrett.

Counselor MariAnne Zavala-Lopez and Chemistry Instructor Lindsay Groce both attended the Achieving the Dream (ATD) Conference in Atlanta, GA funded by their EFAs. Counselor MariAnne Zavala-Lopez reported ATD has four major areas of purpose: reflect on and share lessons from experience; deepen understanding about increasing student success; increasing capacity for data analysis, program evaluation, and student-centered data-informed decision making; and continue to build the community of learners. Student success begins when the student arrives on campus, and helping students understand their degrees is important. Identifying the significance of the faculty member is key as they are the connection with the student. Determining how to support instructors, sharing resources and teaching strategies is also important. Sharing data campus-wide helps engage all staff.

Instructor Lindsay Groce reported there were lots of sessions. Students on a panel shared that having a role in making decisions at the institutional level was important to them. She also learned about the importance of faculty buy in. It was a great networking opportunity with the other BBCC attendees. Both are actively engaged with ATD teams, and they will be instrumental to offer input.

President Leas presented Instructors Kathleen Duvall, Lindsay Groce, and Counselor MariAnne Zavala-Lopez with their EFA checks.

### **6. Guided Pathways**

VP Bob Mohrbacher shared that guided pathways are highly structured programs mapped for students to follow. Guided pathways will support accomplishing an NWCCU recommendation to assess learning outcomes at the course, program, and degree level. Degree-mapping software is need to implement guided pathways, which will help prevent students on financial aid from using their funding while taking the wrong

classes. Decision science shows that too many choices cause people to turn away. Professional technical programs follow pathways; this is something new for academic transfer. Miami Dade College has 300 degrees grouped into eight pathways. Yakima Valley Community College has six pathways, which include an exploratory option.

The College Spark Grant will choose five colleges for a five-year, \$100,000 per year grant. This effort includes most of the staff/faculty at the college. The six required elements of guided pathways are meta majors, program/degree maps, default and predictable class schedules, enhanced intake and advising practices, elimination or acceleration of remediation, and multiple math pathways. The first two years involve learning more about pathways and engaging faculty and staff with the idea. Implementation occurs the last three years. Approval from the trustees and endorsement by the faculty association is needed to apply for the grant.

Faculty Association President Kathleen Duvall stated she has talked with other faculty and the Division Chairs about this, and they are supportive if they are directing and developing their pathways. A successful program will require release time, stipends, and faculty learning. The allocation model needs increased student success numbers. Data show that guided pathways increase student retention and success rates. Guided pathways complement ATD work.

The first year of classes in the pathways look more similar. A student can switch pathways, some pathways will overlap.

The trustees discussed students who are unsure of their career goals. Most students have an idea of whether they want to move toward a career in business, arts/humanities or industry and exploratory pathways are also an option. Degree-mapping software notifies an advisor if a class is taken out of the path, and the advisor can discuss it with the student.

Motion 16-27

Trustee Jon Lane moved to approve the Guided Pathways grant application. Trustee Juanita Richards seconded, and the motion carried.

President Leas stated students do struggle with choices. Guided pathways will ensure better that students take the correct pre-requisites.

**7. President's Evaluation Process**

Chair Stephen McFadden reported that the board met in a study session this morning to discuss the president's evaluation process. They would like to strengthen the process by determining evaluative criteria for a platform to conduct an effective evaluation. The trustees plan to create a working committee of Trustees McFadden, Franz, President Leas, and VP Kim Garza to develop criteria and then bring it to the rest of the board.

### **8. Sabbatical Report – Art Instructor Rie Palkovic**

Art Instructor Rie Palkovic gave her sabbatical report. She facilitated an art show “Casting Indra’s Net” at the MAC November 20 through January 8 with six other artists. There were 360 art pieces on wood and a few on copper. The MAC reported record turnout and sales. Instructor Palkovic stated it was a great recharging time, and she worked all day in her studio. She said her work is heavily influence by Japanese Zen Aesthetics core themes: suggestion, irregularity, simplicity, and perishability. She stated as a bi-racial person, she often feels out of place and disconnected, her art focus was on highlighting connections. The Casting Indra’s Net art show illustrated connections between people with jewels representing connections.

Instructor Palkovic will participate in another show in Las Cruces, New Mexico in August. She thanked the trustees for this great opportunity to rejuvenate.

### **9. Transforming Lives Award Budget**

The trustees discussed funding of the local Transforming Lives event. It is important to hold only one event per year. There is concern because the event overspends the income. Suggestions included limiting the nominations, trustees donating to the fund, or finding a sponsor for the event. The trustees expressed the need to be good stewards of the account.

### **10. ACT Award Nominations**

The ACT nominations determined by Trustees Jon Lane, Anna Franz, and President were sent to the trustees via email. VP Kim Garza was nominated for the Equity Award; Weinstein Beverage Co. was nominated for the Partner of the Year Award; Biology Instructor Barbara Jacobs was nominated for the Faculty Award; and Associate VP Candy Lacher was nominated for the Professional Staff Member Award.

#### Motion 16-28

Trustee Anna Franz moved to advance the ACT nominations as presented. Trustee Juanita Richards seconded, and the motion carried.

President Leas thanked Monica Medrano, Tom Willingham, Doug Sly, Terry Kinzel, Kara Garrett, Jen DeLeon, and Bob Mohrbacher for their assistance with the ACT nominations.

### **11. Board Policy for Action**

#### Motion 16-29

Trustee Jon Lane moved to approve revisions to BP 1005 Employee Recognition. Trustee Juanita Richards seconded, and the motion carried.

### **12. Assessment of Board Activity**

Trustee Anna Franz reported that she worked on the ACT nominations.

Trustee Jon Lane reported that he worked on ACT nominations. He also attended the SBCTC meeting, All-WA Academic Team Ceremony, Foundation Auction meeting, the BBCC community concert, and the JAEC welcome. He is up for election as ACT President at the upcoming ACT conference in Bellevue. He also completed Cellarbration! for Education auction items.

Trustee Juanita Richards reported that she attended a credit union webinar about matched education savings accounts. She is also working with the Northwest Credit Union Foundation to hold a financial literacy fair at the Moses Lake Christian Academy April 21.

Trustee Stephen McFadden attended the North Central Skillsource banquet in Omak, and the dedication of the WSU Extension Distance Learning Center in Ritzville (the community raised \$40,000 for the distance learning facility). BBCC was acknowledged at the dedication and online classes can be accessed through the learning center. Trustee McFadden also attended the JAEC welcome and plans to attend a meeting next Monday with President Leas, Rep Tom Dent, and CWU folks regarding aviation. He will also attend the Othello Industry Council Luncheon.

### **13. Next Regularly Scheduled Board Meeting**

The next meeting is scheduled on May 26. Trustee Stephen McFadden is not available that date, Trustee Anna Franz will chair the meeting. Trustee Juanita Richards is also unavailable that date. Melinda will check with Trustee Mike Villarreal to ensure a quorum will be available.

### **14. Miscellaneous**

President Leas reported that Senator Patty Murray's Eastern WA Director Raquel Ferrell-Crowley and Legislative Assistant/FAA Josephine Eckert shared suggestions about the New Opportunities in Aviation Grant. Director Ferrell-Crowley also visited with Trustee Stephen McFadden and President Leas at a Port of Moses Lake event.

President Leas will meet with Representative Dent, Senator Warnick, Representative Manweller, Trustee Stephen McFadden, Dean Daneen Berry-Guerin and CWU President James Gaudino to discuss aviation programs.

The ACT Conference is in Bellevue May 12-13. The JAEC trainees recently participated in the Moses Lake half marathon and placed as the top-five finishers. Lastly, President Leas encouraged the trustees to submit the Excellence in Teaching & Learning monitoring report information by April 21.

The meeting adjourned at 4:01 p.m.

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Stephen McFadden Chair

ATTEST:

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Terrence Leas, Secretary