

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Tuesday, May 25, 2010, 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

Chair Felix Ramon called the meeting to order at 1:30 p.m.

Present: Mike Blakely
Katherine Kenison
Felix Ramon
Mike Wren

Absent: Angela Pixton

President Bonaudi reminded all that the meeting was streaming live via MediaSite.

2. Introductions

President Bonaudi introduced newly hired Vice President Bob Mohrbacher. He will fill the position vacated by Vice President Mike Lang's retirement. ASB Officer CJ Hatch introduced the 2010-11 ASB Officers John Buhler, President; Jessica Homesly, Vice President; Brandon Brooke, Treasurer; Ciquia Martin, Secretary; Brett Gray, Public Relations Office; and Maegan Kump, Programming Director.

3. Consent Agenda

a) Approval of Regular Meeting Minutes for April 13, 2010 and Study Session Meeting Minutes for April 13, 2010 (A); b) Student Success Update (I); c) Accreditation (I); d) Assessment Update (I); e) Capital Project Report (I); f) Human Resources Report (I); g) Enrollment Report (I); h) Donations (A); i) Job & Career Fair Report (I).

MOTION 10-20 Trustee Katherine Kenison moved to approve the Consent Agenda. Trustee Mike Blakely seconded the motion, and the motion carried.

To accommodate schedules, agenda item #5. Exceptional Faculty Award was heard next.

5. Exceptional Faculty Award

Ms. Julia Berry, Psychology Instructor, provided her report. She presented her thesis at the annual meeting of the Society for Industrial and Organizational Psychology (SIOP) in Atlanta, GA. Ms. Berry reported

that she learned about research issues regarding the workplace i.e. more technology and more ethnic and age diversity. Her thesis was presented regarding changing family situations and difficulties encountered when work and life roles are incompatible. Some difficulties include: poor physical health, job burn out and lower profit for employers. Family friendly programs such as onsite daycare and flextime increase job satisfaction.

Ms. Berry met a theorist, Mihaly Csikszentmihalyi. She termed him the "Brad Pitt" of psychology. She also attended various sessions at the conference, which will keep her up to date in the constantly changing field of psychology. She noted the presenters' level of enthusiasm, and how the use of humor and pictures in their powerpoint presentations effected audience responses. She plans to continue to observe classes at BBCC to learn more about the resources instructors use to teach. Ms. Berry noted that Philosophy Instructor Dennis Knepp has commented, "teaching is theatrical." Networking with others in her field was also very positive for Ms. Berry. She shared about her live lectures in online courses. Her students have expressed interest in her experience and she has shared information with them.

Ms. Berry enthusiastically reported that attending the conference motivated her to teach a new class in 2011: Industrial Organizational Psychology. Ms. Berry thanked the Board of Trustees for the opportunity and VP Mike Lang for his assistance with the application.

4. Remarks

- a. ASB Representative CJ Hatch provided the ASB report. Today the ASB is sponsoring a Students vs. Staff & Faculty Softball Game at 5:00 p.m. out at the softball field. Dale Casebolt will be announcing the event. Hot dogs will be available following the game.

Wednesday, May 26 is the date of the Annual Spring Fling Barbecue with the Barbecue beginning at 4:00 p.m., the student awards will be presented at 4:30 p.m. The price is \$5 per person. There will be cotton candy and sno-cones as well as a full buffet. A former Big Bend basketball player will be creating balloon art and a current basketball player will be juggling. There will also be a live band, a fortune teller, a photo booth and an airbrush T-shirt artist.

ASB is co-sponsoring a financial literacy workshop with Trio Services and the Opportunity Grant group called "Big Money" on Monday, June 7 from 10:30-11:30 in the Masto Conference Center. The presenter is bringing \$200 in cash and students can win money by answering questions correctly. He will also bring his money booth in which students may have the opportunity to grab for blowing money.

Monday, June 7 is also the date the ASB will hold its annual family Aquatic Night at the Moses Lake Surf'n Slide from 6-8:00 pm. It will be free to students, faculty, staff and Board of Trustees members with their family.

Club Updates

Phi Theta Kappa will be at the BBCC daycare center Friday, May 28 at 2:30 to talk to the children about other countries. This is a 5 Star Honors program activity.

The Big Bend Soccer Club will travel to Cheney to play EWU's soccer club on Friday, May 28.

The Students Supporting Students Club raised over \$3,000 May 13 during their silent auction.

- b. Classified staff Representative Kathy Aldrich reported 57 staff members took advantage of 12 training sessions in April. Barbi Schachtschneider, Hope Strand, Jessica Aloysius, Barb Riegel and Kathy Starr attended Flight Security Administration refresher training on April 14 at BBCC's Flight Department.

Approximately 48 staff attended training sessions during the annual Classified Staff Breakaway. Topics included Dealing with Difficult People, Humor for the Health of It, Financial Stress Management, Credit Reporting 101, Fitness & Exercise, Reflexology and T-Zone on April 9 at BBCC.

Gale Haley attended Supplemental Instruction training on campus Friday April 16. Angie Smith attended a taxable fringe benefit seminar at the Office of Financial Management on April 23 at Tumwater, WA. Andrea Elliott attended a Teaching, Learning and Assessment Conference April 28- 30 in Vancouver, WA. Cynthia de Victoria attended an Infant and Toddler Early Childhood Conference April 29-30 at Tacoma, WA.

- c. Faculty Representative Max Heinzmann provided a report of faculty activities. Many faculty members commented that BBCC has limited resources and high demand. It will be a challenge to serve the high numbers of students with fewer resources.

Dr. Ryann Leonard reported that May 6, BBCC held the 4th Annual Community Partnership Against Substance Abuse event on campus co-sponsored by the Columbia Basin Traffic Safety Task Force. There was a tremendous increase in attendance and even one of the local high schools (Warden's SADD group) attended. The Mock Car Crash was streamed live over the internet so that anyone in the community could view the speakers, which included members of local law enforcement, fire

department, courts and others. Five people who have helped with this event every year, including Dr. Leonard and Erika Simmons, the co-coordinator will receive awards Thursday, May 27 at the Bob Skidmore Recognition event. This award is a great honor and is awarded to members of Grant County who are dedicated to preventing substance abuse in the community. Dr. Leonard reported “her greatest honor, however, remains that the community and students invest in this day to make it a success every year.”

Automotive Instructors Mike O’Konek and Dick Wynder visited two classes at the Quincy High School the morning of April 30 and two classes at the Wilson Creek High School that same afternoon. These were recruiting visits for the automotive program. They have received many requests for information on the automotive program and also several definite students for fall quarter.

Physics Instructor Jim Hamm reported the Physics class will take a field trip to the Laser Interferometry Gravitational Wave Observatory (LIGO) Friday, June 4. This trip gives students a chance to see some very advanced science taking place, with applications of many of the subjects they have studied this year.

Welding Instructor Shawn McDaniel reported that he took 10 students to the welding rodeo in Bellingham May 22. They welded some “very cool” items.

BBCC’s Latino Education Fair, ¡Educate was held May 7. Many faculty and staff members participated and there were 500 community participants.

- e. Thursday, May 27 the JATP students will travel to farms across the nation. VP Lang thanked faculty, staff and community members for inviting the students into their homes. He also invited everyone to the JATP picnic May 26 at Montlake Park.

VP Lang introduced Dean Kara Garrett. Dean Garrett explained that Katherine Christian, Director of Health Education Programs was representing BBCC at the National League for Nursing Accrediting Commission (NLNAC) Evaluation Review Panel meeting in Atlanta, Georgia this date. Dean Garrett explained this is the second step in the nursing program accreditation process. The NLNAC recommended continuing accreditation with recommendations. The recommendations include standards regarding all faculty members having masters degrees and systematic evaluation of the program. Since the NLNAC visit, one more Nursing Instructor has earned her masters degree. Nursing Program data was collected but not published in the format NLNAC prescribes

Trustee Mike Wren asked about the masters degree requirement for Nursing Instructors. Dean Garrett responded that the NLNAC Standard requires Nursing Instructors to hold a masters degree. She stated Instructor Jennifer Brooks just earned her degree and the other two instructors who don't hold masters degrees have been "grandfathered" by the state; unfortunately, that is not recognized nationally. Dean Garrett also stated it is difficult to recruit Nursing Instructors with MSN degrees due to competition with the medical industry.

President Bonaudi stated the Negotiated Agreement allows for the possibility of paying market rate placement, which is higher than the traditional placement rate, for hard to fill teaching positions such as nursing. He also stated we have hired Nursing Instructors who are pursuing their masters degrees and currently enrolled in a masters program.

- f. VP Holly Moos reported the Human Resources department has moved into the former business office location. The space provides more privacy for consultation. She has received positive feedback on the relocation. Marianne Hancock was hired as the new bookstore cashier, filling the vacancy left by Linda Lowry's retirement.

An early retirement incentive program for faculty who are 68 years of age or older and have worked more than 15 years at BCC was offered with a \$20,000 stipend. One signed agreement has been accepted. This will result in budget savings. VP Mike Lang's retirement party will be held Thursday, June 3 in the Masto Conference Center with a gift presentation at 4:15 p.m.

- d. Chair Felix Ramon thanked VP Gail Hamburg for her donation of the diamond at Cellarbration!

VP Hamburg reported the auditorium remodel is complete. It was funded by capital funds, and the furniture for the space was funded by goods and services. The new Transfer Center funded with Title V money is in the planning stages. This will include updating the restrooms in the 1400 Building to meet code. May 27-28 a National Incident Management Systems training will be held on campus. The training will include emergency management specifically for a college campus. Ten BCC employees and additional community members including representatives of the fire department and Grant County Mental Health will also be in attendance. This training is provided at no cost. VP Hamburg thanked Safety Committee Consultant Ryann Leonard for coordinating this training. The next Budget Review Task Force will be held Friday, June 4, at 9:00 a.m. and it will be captured on MediaSite.

6. **2010 Programs Monitoring Report**

Dean Valerie Kirkwood continued the 2010 Programs Monitoring Report from the Study Session held earlier this date. She stated the last section in the monitoring report is regarding the instructional program audits and needs. The appendices in the back of the report show data from audits. This data will assist with judging future staffing and equipment needs.

Dean Clyde Rasmussen reported on the process for developing the Industrial Systems Technology (IST) program, which is a result of combining the Industrial Electrical Technology (IET) and Maintenance Mechanic Technology (MMT) programs. The IET/MMT Advisory Council meets monthly and is very committed to the program. They work on determining the skills students need and developing curriculum to meet the need. Industry members spent time reviewing the IET and MMT programs. They are closely related; 13 of the core classes in each program are the same. Many of the students earn either the IET or MMT degree, and then they return to earn the other degree.

Reinke Irrigation has partnered with BBCC to review the needs for the new Center Pivot program for the college. After reviewing the IET/MMT programs they recognized that the same core classes would fit for the Center Pivot program. They only needed to add an irrigation applications and a customer service class to offer a certificate of achievement for the Center Irrigation Program. Reinke Irrigation constructed a miniature center pivot irrigation model in the former art building. There is no water but works like a center pivot unit. Dean Rasmussen stated he hopes to have a full system working on the conservation district property by next spring. President Bonaudi stated he is anxious to see the full-scale center pivot system set up. With good signage it will be a great advertising opportunity for BBCC.

Dean Kirkwood introduced VP Mike Lang to discuss some of the program information. He stated the overall success for the top 30 enrolled classes has held consistent at an average of 79% for the past four years. Last year the range of success (2.0+) in those class was from 48-93%. The Achieving the Dream (AtD) group looked more closely at the success rates to determine barriers to student success. Developmental math courses were determined to be barriers with only a 52% success rate in math 95 and 53% in math 90.

One of the AtD priorities is increasing successful completion rates. One strategy implemented is Supplemental Instruction (SI) leaders. SI leaders are students who successfully completed the class; they assist current students during study sessions three periods per week. VP Lang reported that students who attend study sessions are more successful. The

challenge is encouraging unmotivated students to attend the study sessions.

VP Lang stated Title V will take over SI and we need to determine how to get students into SI classes. Title V sent Enedelia Nicholson to Kansas City to learn about their model and make plans to expand SI across campus. AtD also funded the online tutorial service tutor.com. VP Lang commended Russ Beard for his assistance with math faculty to help them adopt this online tutoring. BBCC can track the success and retention of students using tutor.com. The tutoring service is now available seven days per week, 24 hours per day. In February of 2009, there were 132 student sessions logged and 106 (80%) of those were accessed remotely. In February of 2010, there were 404 student sessions logged and 261 of those were accessed remotely. Continued funding for this service needs to be determined.

VP Lang explained that Math faculty have developed a two-week summer math jam refresher course to encourage future students to assess their math skills. The third math jam will be held this summer. This hasn't been well attended but students who do attend are successful and many students move up a full level in the math class series.

Future math plans by faculty described by VP Lang include redesigning elementary and intermediate math courses into two-week modules with comprehensive exams at the conclusion of each two-week block. This will help many students who only fail one section of the full final exam. The Math department has examined the data for student success and are responding to students' needs. They are also developing video recordings for specific math sections for students. Math faculty are developing a "Cliff's Quick Review" type book for the BBCC bookstore to help students prepare for the math exam.

VP Lang stated the outcomes report describes researching placement rates by high schools. Institutional Research hopes to begin tracking that soon.

A block schedule was piloted in winter quarter 2009, with developmental English, and College Success Skills. Some of the students couldn't get into the English class and a cohort couldn't be developed. VP Lang encouraged VP Bob Mohrbacher to work on block scheduling for Winter 2010. Another challenge with block scheduling is hiring supplemental instruction leaders when the quarter starts. They need to be hired earlier to include SI sessions in the schedule.

AtD focus groups indicate that students want more information regarding policies and procedures and college resources. An effort is being made to

improve what students know through the mentoring programs and college success courses. Counselor MariAnne Zavala-Lopez, Russ Beard and Autumn Dietrich will create a Powerpoint for faculty to use the first day of each class and at in-service to inform faculty and students of college policies and procedures. The same information will also be provided to use in the Viking workshops. Other workshops being offered to students include “Cash for College”, “Mysteries of Transfer”, “Studying Smarter”, “Using your Strengths” and “Understanding Your Learning Style.”

Dr. Lang explained that BBCC is making an expanded effort to make students aware of college resources. Title V created an advising toolkit with self-help documents for faculty advising, it was featured during an in-service. Faculty and staff promote educational planning, requiring students with less than 30 credits to see an advisor.

Many instructors are incorporating more interaction in their instruction, commented Dr. Lang. Instructors Julia Berry and Dennis Knepp are good examples. More hybrid classes, which are a combination of classroom lectures and online learning are being offered. Tutorials and lectures are being made available via video streams. Faculty are very committed to helping their students succeed.

President Bonaudi stated this monitoring report on programs describes what BBCC accomplishes once students are enrolled. More detail is included in the written report. Accomplishments like Counselor Heinzmann’s degree worksheet are at varying degrees of completion. This AMP is a 5-year plan. The next step is to take the two reports on Access and Programs and feed the data sets into parts of the report. Gathering assessment input from Board members, administrators and the AMP committee on how well the outcomes have been achieved will begin this summer. The Outcomes Monitoring Report will be presented at the Board Retreat in August. For example, we’ve been discussing block scheduling, and we need to make it happen. Intense work and progress has occurred with SI. Dr. Bonaudi stated he has seen much more visible evidence of faculty engagement. Several faculty members have demonstrated how they’re using technology in the classrooms and trying to engage students more actively. The Rural Utility Services (RUS) grant initiated a knowledge center in Lind. We will use the data to gauge our strengths and weaknesses.

MOTION 10-21 Trustee Katherine Kenison moved to approve the 2010 Programs Report as presented. Trustee Mike Wren seconded the motion, and the motion carried.

Chair Felix Ramon announced a five-minute break at 2:43 p.m. The meeting reconvened at 2:48 p.m.

7. Exceptional Faculty Award (EFA) Recommendations

President Bonaudi stated we are fortunate to have the EFA funding and the management of the fund by the Foundation during these times of scarcity of funds. Only a portion of the interest of this fund is used. He described Instructor Berry's report as an enthusiastic example of the good investment the EFA represents. President Bonaudi endorsed the EFA recommendations to Instructors Scott Richeson, Jerry Wright, Richard Wynder and Shawn McDaniels.

MOTION 10-22 Trustee Mike Wren moved to approve the Exceptional Faculty Awards to Scott Richeson, Jerry Wright, Richard Wynder and Shawn McDaniels. Trustee Katherine Kenison seconded the motion, and the motion carried.

8. Board Officer Matrix

President Bonaudi stated it is the Board's discretion to act on the Board officer elections now or wait until June. The Board may choose to follow the matrix pattern for the next officer arrangement which would result in Trustee Kenison becoming the Chair, and Trustee Pixton becoming the Vice Chair.

MOTION 10-23 Trustee Mike Wren moved to approve the Board office election per the Board office matrix. Trustee Mike Blakely seconded the motion, and the motion carried.

9. Assessment of Board Activity

Trustee Mike Blakely reported that he attended Cellarbration!, the TACTC Conference, and the Supreme Court Justices' Reception. He also visited the JATP students and discussed a Quincy Port meeting with BBCC. He was recently appointed to Quincy Library Board and helped with a Library grant that was approved for \$900,000.

Trustee Katherine Kenison reported she chaired the TACTC Nominating Committee and the By Laws Committee. She participated in numerous phone conferences and presented recommendations at the TACTC Conference. She also participated in the Student Achievement Survey. Lastly Trustee Kenison attended Cellarbration! and the Supreme Court Justices' activities.

Trustee Mike Wren stated during meetings with representatives from China regarding WA Tire Corporation, he discussed the resource the college represents for pre-employment training. They understand the value the college brings to the industries. He said it is critical to have a

college resource. He plans to visit with a student from the Ephrata High School and bring the student to the BBCC Aviation Center.

Trustee Felix Ramon reported he attended the 40/8 Veterans' Organization meeting. They sponsor nurses training scholarships. They approved awarding \$1,000 each to five BBCC nursing students. He greeted guests at Cellarbration!. This is one of the major student scholarship fundraising events. It is a real benefit to BBCC and college district students. He also attended lunch and the reception with the Supreme Court Justices. Trustee Ramon attended the TACTC Conference in Wenatchee and noted BBCC was complimented three different times on our evaluation process, policy government and President. He encouraged all to celebrate what we're doing right and keep working on the others.

10. Next Meeting

President Bonaudi stated the Operating Budget is usually presented during the June Board meeting. VP Hamburg will meet with the Budget Review Task Force and after that meeting she will begin to compile the draft Operating Budget for 2010-11 for the Board's approval. He suggested scheduling a Board Study Session at 10:30 a.m. prior to the next meeting on June 29.

MOTION 10-24 Trustee Mike Blakely moved to approve the next Board Meeting on June 29 at 1:30 p.m. with a Study Session from 10:30 to noon on the same date. Trustee Katherine Kenison seconded the motion, and the motion carried.

11. Miscellaneous

President Bonaudi reported that the WA Supreme Court Justices were here and attracted visitors to our campus including lots of young people and community members. The Grant County Bar Association members were also on campus. He thanked his Executive Assistant Melinda Dourte for planning the event and complimented the great teamwork of BBCC staff and faculty. The Justices felt very welcome and one commented they were as described "rock stars."

President Bonaudi and VP Hamburg flew to the SBCTC meeting in Walla Walla aboard a BBCC plane. During the meeting budget allocations for the biennium were discussed and he described BBCC's equipment needs. President Bonaudi also pointed out how critical up-to-date equipment is and the need for SBCTC support.

Andre Guzman, Financial Aid Director, reported to the Board during the last meeting the possibility of closing the Financial Aid office one day per week to allow for uninterrupted processing time. President Bonaudi stated the Financial Aid office will be closing on Wednesdays. The counseling offices will remain open. The Financial Aid office workload has doubled with no extra staff.

WACTC members will be on campus May 27-28. A Presidents' Academy and committee meetings will be held in ATEC.

President Bonaudi recognized VP Hamburg's generous action of donating the "Bling" diamond at Cellarbration! after she won it. Thor was also auctioned and after spirited bidding, it was purchased at the handsome price of \$4,000 by BBCC friend Bob Wills. Mr. Wills then donated Thor back to BBCC. President Bonaudi asked the Board to consider a Board Resolution of Appreciation to acknowledge the gift of Thor and recognize Bernardo-Wills as a key partner of BBCC. Trustee Kenison stated this is entirely appropriately.

MOTION 10-25 Trustee Katherine Kenison moved to adopt a Resolution of Appreciation in recognition of Bernardo-Wills. Trustee Mike Blakely seconded the motion, and the motion carried.

Chair Felix Ramon signed Board Resolution 10-2.

Trustee Mike Blakely stated we should relay to SBCTC that we now have an art project for the PTEC building entrance.

Trustee Ramon stated he talked with SBCTC Executive Director Charlie Earl about allocations for capital projects. He said BBCC will be given consideration but not to anticipate large amounts going into that fund.

The meeting was adjourned at 3:17 pm.

Felix Ramon, Chair

ATTEST:

William C. Bonaudi, Secretary