

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Friday, June 10, at 3:00 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

2. Introductions

Veteran, student, and Vet Corps Navigator Jared Lee and Veteran and EWU student Allen Pettigrew led the pledge of allegiance together. Jared is from Chewelah, WA, and he served in the Marine Corps, searching for roadside bombs in Afghanistan. He is transferring to EWU. Allen is a EWU student. VP Mohrbacher complimented Jared Lee for leading the Veterans Center at BBCC.

Board Chair Stephen McFadden announced that today we will conduct a hearing on the proposed amendment of Big Bend Community College's rules in the Washington Administrative Code, Chapter 132R-04, Student Conduct Code. He advised anyone who would like to present oral testimony to sign in on the Public Hearing Sign-in Sheet, which is available at the back of the room.

VP Linda Schoonmaker introduced BBCC graduate and former Director of the STEM Grant James Saucedo as the Director of Facilities and Capital Projects.

3. Consent Agenda

a) President's Update (I); b) Student Success Update (I); c) Assessment Update (I); d) Human Resources Report (I); e) Enrollment Report.

Motion 16-34 Trustee Mike Villarreal moved to approve the consent agenda. Trustee Juanita Richards seconded the motion and the motion carried.

4. Remarks

- a. ASB President Blake Springer reported ASB events. Family Surf n Slide, held June 6, was fun for 140 participants. ASB also hosted free pool in the game room this week. Phi Theta Kappa held a book buy back bake sale earlier this week. Some of the donations will be donated to the BBCC Relay for Life Team.
- b. Classified Staff Representative Robin Arriaga was not in attendance.

- c. Faculty Association President Kathleen Duvall shared information from the English and Spanish Early Childhood Education Certificate Celebrations. Rebecca Montemayer was named outstanding ECE student.
- d. VP Linda Schoonmaker reported she is organizing PTEC meetings and negotiating the design contract with RGU Architects.
- e. VP Bob Mohrbacher reported the Criminal Justice and SIM tech programs were approved by the Northwest Commission on Colleges and Universities. He credited team members working to get these programs approved: Dean Kara Garrett, Director Terry Kinzel, Andrea Elliot, Jen de Leon, Instructor Ryann Leonard and others who were instrumental in the process.

The engineering degree is very close to being approved. The mechatronics program, part of the UAS grant certificate, will be developed next. VP Mohrbacher complimented staff and faculty for the work developing programs for accreditation approval.

Dean Kara Garrett reported that she is working to link the criminal justice program at CBTech with the BBCC program. The respective advisory committees will be comprised of employees from each school.

VP Mohrbacher complimented the GED/HS21 completion ceremony and thanked trustees for attending. In the budget the new formula for weighted FTEs includes ABE, high-demand workforce, and STEM courses. BBCC was second to last for the percentage of weighted FTEs. College officials strategized to raise the rate and now BBCC advanced four more slots.

VP Mohrbacher explained that the helicopter program closed. There were issues with what the Veterans Administration would pay based on the percentage of veteran to non-veteran students in the program.

- f. VP Kim Garza reported screening committees are scoring applications. The VP screening committee will complete scoring applications by June 16.
- g. President Leas provided the Foundation report for Executive Director LeAnne Parton. Cellarbration! was a wonderful success. Last year the event grossed \$108,794, and this year the gross is \$109,321.

The Foundation has received from Colleen Lamb, Delbert Lamb's daughter, a donation commitment of \$100,000 for the Aviation Department to be used for the instructors. She will deliver the check June 24.

The Barbara "Peggy" Harris Nursing Scholarship has been started. Ms. Harris was one of the founding BBCC nursing instructors, and she passed away two weeks ago.

5. **Exceptional Faculty Award**

AMT Instructor Erik Borg thanked the board for the Exceptional Faculty Award that funded his attendance at the Aviation Technical Education Council conference in Georgia. He attended avionics training and learned about unmanned aircraft systems program development. Erik brought information back for the Director of the UAS grant Dr. Pat Ford. Erik explained that BBCC has the only competency-based AMT program in the U.S. Trustee Mike Villarreal encouraged promoting the unique “competency-based” feature of the program.

6. 2016-17 State Operating Budget

Motion 16-35

Trustee Jon Lane moved to approve the 2016-17 State Operating budget. Trustee Mike Villarreal seconded the motion, and the motion carried.

7. Excellence in Teaching & Learning AMP Report

Dean Valerie Parton stated this report focuses on innovation, academic standards, and professional development. Faculty were very involved in the reporting and rating process. She hopes to improve participation in the campus-wide rating process next year. BBCC uses program audits, which follow a 3-year cycle, to provide improvement ideas for programs. Results from the audits include action items about improved communication about new initiatives and the 2.0 GPA standards.

VP Kim Garza shared information regarding professional development and performance evaluations. She discussed the history of completed performance evaluation rates and the new evaluation process. VP Garza shared data including the completion rate of 16% for administrative exempt staff and 69% for classified staff. Past manual processes are being reworked into a new auto-populating program that will send tasks and reminders. VP Garza emphasized that she is following the “do, check, act” process to continue improving. She anticipates there will be a marked improvement in the performance evaluation completion rates, which will help employees accomplish goals. Dr. Leas announced that VP Garza recently completed her Master’s degree and evaluating and improving BBCC’s performance evaluation process was part of her capstone project.

Motion 16-36

Trustee Jon Lane moved to approve the Excellence in Teaching and Learning AMP monitoring report. Trustee Mike Villarreal seconded the motion and the motion carried.

8. Student Code of Conduct

Board Chair Stephen McFadden called the hearing on the proposed rules to order. He invited anyone who would like to testify and had not already signed in to please sign up on the sign-in sheet located in the back of the room. This sheet is used to call forward individuals for testimony. He also advised everyone in attendance that this hearing is being tape recorded, and the tape from this hearing will become part of the official rule-making file. For the record, this hearing is being held on June 10, 2016, at the Hardin Community Room in Moses Lake, Washington pursuant to the authority given the Board under RCW 28B. 50.140(13), and subject to the Open Public Meetings Act, Chapter 42.30 RCW, and the Administrative Procedures Act, Chapter 34.05 RCW.

A Pre-notice Inquiry was filed with the State Register on February 22, 2016, and published in the Washington State Register on April 22, 2016. A Notice of Proposed Rule Making, which included notice of the hearing, was filed and published with the Washington State Code Reviser's Office on April 22, 2016. This hearing is being conducted to consider written and oral testimony on the following proposed amendment of WAC Chapter 132R-04, Student Conduct Code and will consist of two parts: a brief technical presentation on the proposal by Vice President Bob Mohrbacher, after which there will be an opportunity to ask any questions on the proposed rules, and oral testimony.

The rules for testimony: Chair McFadden will call up those who have signed up to testify in order. Please limit your testimony to five minutes. If you have written comments, we would appreciate a copy for the hearing record.

Chair McFadden asked Vice President Bob Mohrbacher to briefly explain the proposal.

VP Bob Mohrbacher reported the student code of conduct revision process began last year to include information in the Violence Against Women Act (VAWA), Title IX Office of Civil Rights updates, and the federal law regarding marijuana. VP Mohrbacher has been working with the AAG's office throughout the process.

Chair McFadden call for testimony. There were no individuals on the testimony sign-up sheet. This hearing has been held to consider testimony on the proposal to amend WAC 132R-04 of Title 132R WAC, Student Code of Conduct. There were no comments from Board members.

Motion 16-37

Trustee Anna Franz moved to approve the amendment of WAC 132R-04, Student Code of Conduct. Trustee Juanita Richards seconded the motion and the motion carried.

9. Assessment of Board Activity

Trustee Jon Lane reported that he attended the WACTC meeting at Columbia Basin College as part of his role as ACT President. He also attended the GED graduation and complimented Director Tyler Wallace and staff for a great celebration. Trustee Lane is attended the ACT Conference and Legislative Action Task Force meeting with public information officers, presidents, and trustees to discuss messaging. He shared that there were discussions on school violence, evaluating presidents, and the fine line for trustees to stay informed and still operate at the policy level.

Trustee Juanita Richards reported that she attended the Foundation meeting on April 14 and the ACT Conference in Bellevue. She also attended Cellarbration! Trustee Richards hosted and attended some of the BIM mock interviews at the Horizon Credit Union. She also attended the GED/HS21 graduation and complimented Director Tyler Wallace for his public speaking.

Trustee Mike Villarreal attended the GED/HS21 graduation and agreed that it was a great event that highlighted partnerships.

Trustee Anna Franz attended the campus celebration luncheon and a presidential evaluation process sub-committee meeting.

Trustee Stephen McFadden reported that he enjoyed Cellarbration!; it was a great meal, good networking, and BBCC alumni Tim Woodiwiss was a great speaker. He also attended the campus excellence luncheon, the GED/HS21 graduation, and the presidential evaluation process sub-committee meeting. Trustee McFadden reported that Trustee Franz will draft a presidential evaluation process for review and finalization at the annual retreat for implementation during the next year.

10. Next Meeting

The next regularly scheduled board meeting is scheduled for August 11. The trustees requested a study session on August 11 from 1:00-1:30 to discuss online assessment for the AMP and participation.

11. Miscellaneous

President Leas invited the trustees to attend the joint retirement celebration for Associate VP Candy Lacher and Director of Public Information Doug Sly. He also reported that he recently met with Grant County EDC Executive Director Linda Martin. She toured BBCC and learned about SIM Tech and STEM. Director Martin is familiar with drones and would like to meet with Dr. Ford.

President Leas met with Representative Tom Dent to discuss a potential donation valued at \$800,000 to the aviation program. Alaska Airlines has a 737 full motion simulator that will be rotated out. There will be more discussion on this topic as Rep. Dent learns more.

Trustee Jon Lane requested a board presentation of the drone program. President Leas will arrange for Dr. Pat Ford to share information.

The meeting adjourned at 4:10 p.m.

Chair Stephen McFadden

ATTEST:

Terrence Leas, Secretary