

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held a Regular Board meeting Thursday, January 12, at 1:30 p.m. in person.

Present: Anna Franz
Gary Chandler
Bethany Martinez
Amy Parris
Juanita Richards

2. Mission Moments

New and transferred employees were introduced: Isabel Delgado BEdA, Nadine Szablya BEdA, André Guzman BEdA Associate Faculty, Caren Courtright BEdA, Abinadi Milligan BEdA, Carmen Ramirez HEP Grant, Karla Alva BEdA/WES, Rosemary Parsons Faculty, Diana Villafana HEP Grant Manager, Melinda Owens BEdA Associate Faculty, Vanessa Pruneda Director of Outreach and Recruitment and EOC Grant Director, and Outreach Coordinators Brittanie Hayes Outreach and Maria Sanchez

3. Educational Presentation

André Guzman Dean of Student Services presented on enrollment growth and diversification strategic priority. Our current goal is 2,045 FTEs with a focus in four areas. Expanding off campus instruction which honors our mission and embraces our HIS designation. Community survey results showed a strong interest in BEdA classes especially in Othello and Mattawa. Pipelines to college include high school students and BEdA students. Dual enrollment classes offer college level courses in their high schools. Working toward seamless transitions from high school to college credit and eventually our BASM program and the workforce. Students also need support such as outreach; recruiting to engage with high schools, their students, and the students' parents. BEdA to college pipeline is being built with promotion and contextualizing BEdA classes to offer some college credit. Program expansion updating to meet industry needs such as the nursing and BASM programs. Promotion of our good work is being pushed out by our communications department Matt Killebrew and Tiffany Fondren.

In conclusion, faculty, staff and all employees are here because they love people and promote education as a transforming environment. Employees are solution-focused for our students. Important to humanize every FTE for the contribution they make. Trustee Juanita Richards affirmed relationship building with students and their families is very important. Trustee Amy Parris reported Erica Morfin is a great addition to Othello High School staff. There is a lot of positive energy in Othello for Big Bend. Trustee Bethany Martinez reported Big Bend resources are

being accessed by employees in Mattawa seeking education. Trustee Gary Chandler reported concerns by trustees statewide about declining enrollment, and stated he is excited that we are working with parents along with students. President Tweedy added that enrollment management includes business and industry to inform programs that need to be developed.

4. Consent Agenda

Motion 23-01

Trustee Bethany Martinez moved to approve the consent agenda. Trustee Amy Parris seconded and the motion passed.

5. Remarks

Danille Plesser WA Public Employees Association (WPEA) staff representative introduced herself.

6. Faculty Updates

Faculty Association President Dawnne Ernette reported faculty activities.

Faculty librarian, Rhonda Kitchens, is working with President Tweedy to open three new collections in the library on Monday, 1/30/2023. The three collections are titled "Gender, Sexuality, and Identity," "Hispanic Serving Institution," and "Wellness." Chemistry Instructor Sarah Bauer and English Instructor Allison Palumbo will be giving short book talks.

IST (Industrial Systems Technology) instructor, Justin Henley, will be setting up a 3D printing lab in the 3700 building. His goal is to build an additive manufacturing class to go with the other computer aided manufacturing classes that he is building. Additionally, he wants this to be a campus resource for students and faculty to have access to the technology and get things made for their projects and programs. He already has a student project planned with AMT (Aviation maintenance technology) to print a scale model jet engine with cut-aways and moving parts.

Music Instructor, Dr. John Owens, and Art Instructor, Dustin Regul, are collaborating on a project. In preparation for their 2023 show "Sugar," the BBCC Viking Percussion Ensemble is collaborating with the BBCC Art Department on the floor creation and design. The floor is a 40' X 70' vinyl tarp, which was custom made and donated to the BBCC Percussion Ensemble (via the Foundation) by Inland Tarp in Moses Lake. This Friday, January 13, 2023, the percussion and art students will be working together to prep and paint the floor, which will be guided by Mr. Dustin Regul, who also designed the art. Once complete, this design will serve as the performance floor for the BBCC Viking Percussion's show "Sugar," which was written by Dr. John Owens.

World Languages instructor Jen McCarthy, says that this quarter she has a great group of French students -- they number only 15, but they are enthusiastic! She

has a young Hispanic woman in her class, called her Victoire, and she is loving the class and even teaching her family the French words and phrases she is learning. Instructor McCarthy

I am so pleased to be in the classroom four days a week with my students and can tell that they are happy as well.

7. ASB Updates

President Hacker reported over 100 students attended bowling. Also 239 students attended the pizza event with swag bags and with mental health info this week. There were ten donors for the ASB-sponsored Blood drive. ASB is gathering data to understand the demographics of participants. Upcoming events include family movie night Encanto, DJ bingo, another pizza day and a Valentine's Day event and speaker.

8. President's Update

President Tweedy shared that the basketball teams played North Idaho College last night and ASB President Hacker did a great job. Dr. Tweedy commended VP Kim Garza and the Human Resources department and the search committees for their work. Winter enrollments are increasing; informal poll with system shows Big Bend is doing well and on the high end of enrollment increases. Hopeful based on the earlier presentation about our outreach efforts.

May 20 is our Cellarbration for Education event raising money for student scholarships. Attend, donate items, money, sponsor a table, etc.

At 2:21 p.m. Board Chair Anna Franz announced that the Board would adjourn to executive session for approximately 10 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 ended at 2:31 p.m. No actions were taken during the Executive session. A 5-minute break was announced. Meeting reconvened at 2:36 p.m.

9. President's Contract

Motion 23-02

Trustee Juanita Richards moved to approve the president's contract through June 30, 2025. Trustee Amy Parris seconded and the motion passed.

10. BP 6120 Hazing Prevention

Motion 23-03

Trustee Amy Parris moved to approve BP6120 Hazing Prevention. Trustee Juanita Richards seconded and the motion passed.

11. BP1000 Policy Governance

Motion 23-04

Trustee Juanita Richards moved to approve BP1000 Policy Governance. Trustee Amy Parris seconded and the motion passed.

12. Sabbatical Request

President Tweedy reported that she and VP Bryce Humpherys agree with the committee's recommendation in support of a one-quarter sabbatical for Dr. Dennis Knepp.

Motion 23-05

Trustee Juanita Richards moved to approve a one-quarter sabbatical for Dr. Dennis Knepp. Trustee Bethany Martinez seconded and the motion passed.

13. Exceptional Faculty Awards

Motion 23-06

Trustee Bethany Martinez moved to approve Exceptional Faculty Awards for Lindsay Groce in the amount of \$2,000, Dr. David Holliway in the amount of \$1,089.53, and Hannah Leaf in the amount of \$2,000. Trustee Juanita Richards seconded and the motion passed.

14. Probationary Tenure Review

Dr. Thompson Tweedy shared the probationary tenure process. This is one of the most important roles trustees play. The probationary tenure review process is intense for committee members, administration, and the board. Board is sole decider on renewal and tenure. The Committee assesses instructional skills, knowledge demonstrated in subject matter, action toward professional improvement, and how probationers respond to suggested improvements. Documents for review include class observations, student evaluations, probationary surveys and a self-analysis from each probationer. Year 1 or Year 2 probationers may be renewed or not renewed. Year 3 the trustees either award tenure or deny tenure. The committees also invest a lot of time and energy in the probationers' packets submitted for review. Documentation review will take substantial time on the part of trustees. Trustees questions go through Executive Assistant Melinda Owens Dourte and President Sara Thompson Tweedy to connect with the Deans. Executive session will be held to discuss the probationers.

14. Legislative Contact

Legislative visits will occur during the ACT Conference dates January 24. President Sara Thompson Tweedy will take the lead while the trustees support. Focus will be on the system's operating budget priorities for the next biennium; Fully funded competitive compensation, advance equity, diversity, and inclusion to ensure the next phase is accomplished, support of workforce development programs to ensure properly equipped for students, and expand learning technology to bridge digital divide. Also funding to prevent cyber security attacks. Capital budget requests may also be discussed including major works \$1.7 billion and minor works \$216 million statewide. Dual enrollment and dual credit is strongly supported to get credentials in the hands of students faster including apprenticeships, college in the high school, and running start.

15. Board Member Training

Board Chair Anna Franz conducted a trustee training. She shared the policy governance role of the board to develop policy and direct the president, annual performance evaluation to achieve ends statements and follow executive limitations. Board job description is in BP1000 Policy Governance. Big Bend is not a pure policy governance board as it also approves the budget. Board actions should always be reviewed through the filter of the Ends Statements. Five trustees need to act as one board. It takes time to onboard as a trustee, please ask questions of senior trustees. Board members should announce their presence on campus with Melinda who will relay to the President. Regarding communications with the public, contact board chair Anna Franz first. Listening to community members is important and then the information is shared with the president. OPMA requires avoiding a quorum of three trustees. Social settings are okay but not discussing college business. Fiduciary responsibility is primary for trustees. Email communications are a violation of the OPMA Act. Trustees should review BP1000 thoroughly to ensure compliance.

16. Assessment of Board Activity

Trustee Juanita Richards met with President Sara Thompson Tweedy.

Trustee Amy Parris reported she attended three meetings. She also on-boarded Erika Espinoza, BBCC Financial Aid Outreach support staff for Othello; Christmas Open House and dinner with President Sara Thompson Tweedy, two meetings working on our BBCC/OSD AA&S/DTA alignment, and three chats with President Thompson Tweedy.

Trustee Anna Franz attended an agenda review meeting with President Thompson Tweedy.

17. Next Regularly Scheduled Board Meeting

The next board meeting is scheduled on Wednesday, March 15, 2023.

18. Miscellaneous

Trustee Anna Franz checked in with new trustees about on boarding questions. The local Transforming Lives event is scheduled at Big Bend Thursday, March 16.

Adjourned at 3:22.

Anna Franz, Chair

ATTEST:

Sara Thompson Tweedy, Secretary