

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Thursday, January 21, 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
Mike Villarreal

Donnie Brown, IT Specialist 1, and U.S. Army, Combat Engineer and Communication Specialist led the pledge of allegiance. He served two tours in Iraq.

2. Introductions

The Men's Basketball team was introduced. Coach Mark Poth reported the team's win/loss ratio is 4-0 in the league, and they are tied for first place. They played in a tournament in Arizona with the top junior colleges in the nation and placed second. Coach Poth described the team as dedicated and academically strong. Their average GPA is above 3.0. Mingo Scott and Spencer Pingel are the assistant coaches. The players introduced themselves: Riley Bruneel from ID, Mogga Lado from Nampa ID, Osamu Igodan from Los Angeles, CA, Carter Flora from ID, Ryker Pierce from Rexburg, ID, Keshawn Liggins from Middleton, Id, Wyatt Johnson from Victor, ID, AJ Miles from Pullman, WA, Garrett Leavitt from Mesquite, NV, Conner Cammack from ID, Rich Holman, Colby Daniels, and Derek Martinez from Moses Lake, Leo Behrend from ID, and Connor Meyerhoeffer from Idaho Falls, ID.

New employees were also introduced. Laura Goodall is the program assistant for the Unmanned Aerial Systems (UAS) program. Julie Chang is the STEM engineering curriculum specialist. Kristine Sarles is the classroom and lab tech 2 for the sciences. Former employee and BBCC graduate, Enedelia Nicholson, is now the outreach coordinator. Lisa Johnson is the newly hired custodian.

3. Consent Agenda

a) Approval of Board Meeting Minutes December 3, 2015 (A); b) President's Update (I); c) Student Success (I); d) Accreditation (I); e) Capital Project Report (I); f) Safety & Security Report; g) Human Resources Report (I); h) Classified Staff Report (I); i) Enrollment Report (I); j) Quarterly Budget Update.

Motion 16-01

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

4. Remarks

- a. ASB President Blake Springer provided the ASB report. ASB has sponsored several activities, including an Acapella group from Atlanta, free pool and library campout during finals week. ASB officers have also been involved with home basketball games. The latest lunchfest, which was a breakfastfest, fed 199 students and staff members and featured a young singer from Nashville. The following day Maggie Lewis, the youngest person to start an entertainment agency at the age of 23, presented information about setting and achieving goals. Last Thursday, ASB held a free ice skating night for students with 104 participating at Larson Skating Rink.

This week, ASB sponsored a Blood Drive as well as an intramural pool tournament. Thrillin' Third Thursday, will feature a comedian/dancer, who performed on America's Got Talent, and a comedian/magician. Next week ASB sponsors free movie night on Thursday, at the Lee Theater in Ephrata, as well another home basketball game on Wednesday.

The Phi Theta Kappa chapter, Rho Zeta, worked on their College Project and Honors in Action hallmark essays. They have supplied concessions for the Allied Arts and ASB Third Thursday events. Rho Zeta is hosting Soup-R-Bowl, a canned food drive February 1-4, and their winter induction is scheduled for February 22.

- b. Robin Arriaga, STAR Committee Co-chair, reported that the committee helped with the holiday potluck and photographed employees at the festive photo booth. The committee's current service project is seeking donations for the Daze of Camelot no-kill animal shelter. BBT staff member Donnie Brown presented computer protection training for staff. Co-chair Arriaga reported that Classified Staff have implemented a successful mentoring program for new employees. The STAR committee provided a draft proposal to President Leas to institute an award for Classified Staff members that is similar to Emeritus awards.
- c. Faculty Association President Kathleen Duvall reported faculty activities. Saturday, January 9, BBCC counselors Heidi Gephart and MariAnne Zavala-Lopez presented two Running Start information sessions to parents and students attending the *GEAR UP 4 Tomorrow's Education Conference*. The event was held at BBCC, and sessions were provided in English and Spanish. Workshop sessions were also provided by Bonnie Jeffery (Career Services Coordinator), Raffaella Pixton (Financial Aid Advisor), and Enedelia Nicholson (Coordinator of Student Recruitment & Outreach). More than 200 students attended the conference.

Medical Assistant (MA) Program Coordinator/Instructor Kyla Ohs reported that the MA students were involved in volunteering at the elementary and middle schools during October and November. They helped with the annual vision and hearing screening for all grades. In addition to this, the MA students will be taking school district employees' vital signs as part of the district's wellness program. Both of these volunteer opportunities give our students valuable

experience practicing their skills as well as interacting with the public in a health setting.

Math Instructional Specialist Sarah Adams reported the STEM Center is open Sundays from 3:00-8:00 p.m. Students with Monday tests are using the time to study.

Early Childhood Education (ECE) Curriculum Developer Jenny Nighswonger reported the ECE program is offering 3 ECED courses in Spanish in Othello to family home providers. Tuesday evening classes are offered at the Othello High School, the same building that the Adult Basic Education (ABE) and English as a Second Language (ESL) classes are offered. Amber Giles is the instructor. This community outreach would not be possible without partners like the Othello School District, Othello Hospital, Child Care Aware, and the Department of Early Learning.

- d. VP Linda Schoonmaker shared facility updates. The PTEC Committee met yesterday to review site orientations. Internal stakeholders involved in the Administration building (1400) registration/financial aid space remodel met to review changes and suggestions regarding a new configuration that will be open and inviting. The UAS Drone outdoor netted facility may be located in space south of the baseball diamond where the old tennis courts are located; the basketball courts will remain.
- e. VP Bob Mohrbacher introduced Director of Adult Education Tyler Wallace, and BBCC graduate and now BBCC Instructor Rosemary Parson distributed calendars developed in their department. Instructor Parsons shared that their student enrollment has grown 29%. They offer adult education classes in Othello, Warden, Quincy, Mattawa, and Royal City.

Trustee Mike Villarreal thanked them for the calendar and their efforts making connections with community members. Trustee Jon Lane remarked that the Opportunity Center remodel has helped create a welcoming environment.

VP Bob Mohrbacher reported that the final fall quarter enrollment is in the consent agenda, and it indicates BBCC's state FTE count is up by 7%. The 10-day enrollment for winter quarter is also up. Many other schools in the state are reporting decreased enrollment counts. VP Mohrbacher attributed the increased enrollment to Adult Basic Education's new classes and locations, the annual schedule prepared by Dean Kara Garrett, and revamping the summer schedule.

- f. Dr. Leas shared that BBCC Foundation Executive Director LeAnne Parton is currently hosting the Cellarbration! tasting with the chef and auction winners. Dr. Leas reported that the Japanese Agricultural Exchange Council is having difficulties with immigration visas. When this issue is resolved, new staff will move to Seattle.

The Foundation's new scholarship software makes the online application process available for 2016-17. This process is more user friendly for students and scorers. BBCC scholarship applications are due February 19. Director Parton has presented information and workshops to area high schools. There are currently 150 scholarship applications for consideration. For the 2015-16 academic year, the BBCC Foundation awarded \$180,000 in scholarships.

Details of the trustees' scholarship account were shared. Donations for the year totaled \$720, and investment income was \$2,038. Scholarships totaling \$2,297 were awarded and expenses related to Transforming Lives dinners and investment expenses were deducted for a grand total of \$40,749.52 in the account.

- g. VP Kim Garza reported that the 2016 leadership series sessions will be based on the book *Leading at a Higher Level* by Ken Blanchard. Representatives from the CWU Center for Diversity and Justice will present a Safe Zone training February 19 focusing on providing a supportive environment for lesbian, gay, transgender, bisexual and queer people at BBCC.

Trustee Jon Lane remarked that BBCC is a hidden gem and is successfully creating an environment where people want to work.

Institutional Research Data Analyst Starr Bernhardt asked if the trustees had any questions regarding the community engagement feedback request. This is a portion of the work that was formerly completed during the summer. The request covers four objectives with worksheets for ratings and feedback, and it is due January 27. The results will be shared during the March 3 board meeting.

5. President's Evaluation

VP Kim Garza asked the trustees about stakeholder group feedback regarding the president's evaluation. The trustees are interested in more narrative responses from external stakeholders. Chair Stephen McFadden stated he would like information to gauge the width and breadth of community stakeholder perspectives in Grant and Adams counties. VP Kim Garza will provide a draft evaluation tool for the next meeting. It will be important for the trustees to define community and who fits within the stakeholder groups. Chair Stephen McFadden agreed that the tool can be finalized in April and the survey conducted in May. The trustees will consider whether the purpose of the survey is to monitor and assess the president or the institution and discuss this further at the March 3 meeting. Trustee Jon Lane asked that VP Garza determine how other institutions conduct the president's evaluation.

6. Crisis Management & Video

Director of Safety and Security Kyle Foreman shared a video of an incident in the business office that occurred on October 27, 2015. A non-student, who has been a concern in the past, entered the business office dressed in military clothing with

a ski mask over his face and reached into a suitcase for papers. It looked very similar to the beginning of an active shooter incident. Eighteen months ago, this same individual entered the Othello Police Department and shot a BB gun. A one-year, no-trespass order was issued to the individual to keep him off campus.

Follow-up trainings have been offered on campus. Trustees discussed their role to support the president in the event of a campus crisis.

7. Probationary Tenure Reviews

The probationary tenure review binders will be available for the trustees' review on February 1. The trustees will take action on the reviews during the board meeting on March 3.

8. Board Policy (BP) for Action

The BP regarding Credit for Prior Learning Assessment & Military Training was presented for consideration at the last board meeting. VP Bob Mohrbacher stated this BP does not change our current practices. An Administrative Process (AP) will be developed after the board approves the BP.

Motion 16-02

Trustee Mike Villarreal moved to approve the BP regarding Credit for Prior Learning Assessment & Military as presented. Trustee Jon Lane seconded, and the motion carried.

Credit that veterans receive is evaluated by class or job and equated to learning standards per the ACE guide. Veterans' DD214 documents list the classes the veteran has taken.

9. Assessment of Board Activity

Trustee Jon Lane reported that as the ACT President-elect, he attended the WACTC meeting at Lake WA Technical College and toured the facility. He also attended the BBCC holiday potluck. Trustee Lane volunteered to serve as an observer on the SBCTC capital project scoring committee. He attended a very intricate and detailed training to prepare him for his role. There are nine projects to score, and each project takes around 4 hours to score. Trustee Lane was in Olympia with the College Promise Group, including representatives for all levels of education in Washington State. The group visited legislators with a unified mission to advocate for the education system from early learning through a 4-year degree. He emphasized the importance of our student stories and the impact they have. Trustee Lane also plans to attend the Transforming Lives dinner and New Trustee Orientation in Olympia.

Trustee Mike Villarreal stated he attended the local Transforming Lives dinner and enjoyed the tradition of supporting student success. He also attended an Othello Rotary meeting with President Leas, and he discussed the Othello School District in his role as Assistant Superintendent. Trustee Villarreal

complimented President Leas on his spontaneous presentation to the Rotary. Lastly, Trustee Villarreal attended the BBCC vs. YVCC basketball game with his family and appreciated the good sportsmanship the BBCC team displayed.

Trustee Anna Franz reported that she attended the local Transforming Lives dinner.

Trustee Stephen McFadden reported that he attended the local Transforming Lives dinner which was well done. He also attended the holiday potluck, and he complimented VP Kim Garza. In his role as the Adams County Director of Economic Development, he learned that industry in Othello wanted a networking opportunity. He launched the Othello Industry Council. Their first quarterly luncheon was held yesterday, and BBCC was well represented. Trustee McFadden will also be working with the Othello School District on a career fair to expose middle and high school students to specialty jobs for local companies.

10. Next Regularly Scheduled Meeting

The next meeting is scheduled on March 3, 2016.

11. Miscellaneous

Board Chair Stephen McFadden read a letter from Trustee Emeritus Mike Blakely into the record.

Please accept my personal thank you to the administrators and staff who supported the Emeritus designation awarded to me recently. A special thank you to the Board of Trustees who ultimately voted to recognize me with this award. Emeritus status is the most important designation I could ever receive because it recognizes a link to the college forever. Thank you for this honor, which I will cherish for the rest of my life. A special thank you to Board Chair, Stephen McFadden, for presenting the certificate and plaque to me. Your presentation was perfect; with a little bit of humor, some seriousness and deep sincerity, which I will always appreciate. If you haven't noticed you are considered the top community college in the State. Keep up the good work.

Board Chair McFadden stated Trustee Emeritus Mike Blakely is an ambassador for the college that we all aspire to be.

President Leas stated the assessment of activities reflects well on the board and community engagement. Trustee McFadden hosted an industry meeting in Othello in which BBCC participated. This was a great way for a trustee to work with the community. Trustee Lane met with Dean of WorkForce Education Daneen Berry-Guerin, VP Bob Mohrbacher, and President Leas to share his connection with Regents from WSU and UW. One of the regents is a former Boeing executive and the other is a former Alaska Airlines executive, who had some ideas about replacing BBCC's fleet. President Leas thanked the trustees for their strategic high-level efforts.

President Leas shared Transforming Lives nominees' photo/story poster sheets that will be shared with legislators during the ACT Legislative Conference.

Trustee McFadden invited all to the Adams County Legislative Reception in Olympia, Thursday, February 25 in the Columbia Room in the legislative building 6:30-8:00 p.m. Senator Mark Schoesler will be the key note speaker.

President Leas reminded the trustees about the Sim Tech Lab tour and visit to see Syndaver immediately following the meeting. President Leas recently invited Samaritan Healthcare CEO Theresa Sullivan to tour the Sim Tech Lab. Samaritan Healthcare is hoping to begin using Epic Software and is exploring how to provide access to BBCC for nursing training.

Motion 16-03

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

The meeting adjourned at 3:19 p.m.



Stephen McFadden, Chair

ATTEST:



Terrence Leas, Secretary

