

**BOARD OF TRUSTEES
BIG BEND COMMUNITY COLLEGE
MOSES LAKE, WASHINGTON
December 12, 2024 – Boardroom, Othello School District**

A regular meeting of the Board of Trustees of Big Bend Community College was held on Thursday, December 12, 2024, at 1:30 p.m. at the Othello School District (OSD) Boardroom, 1025 South 1st Avenue, Othello, Washington. Amy Parris, Chair, presided.

1. Call to Order/Roll Call

Chair Amy Parris called the meeting to order at 1:32 p.m.

Roll Call. Amy Parris, Chair; Bethany Martinez, Vice Chair; Rosendo Alvarado, Gary Chandler, Anna Franz, members of the Big Bend Community College community, and guests were present.

2. Public Comment

There was no public comment.

3. Consent Agenda

- a. Meeting Minutes October 10, 2024
- b. Accreditation
- c. Assessment and Student Success
- d. Finance and Administration
- e. Human Resources and Labor Management
- f. Foundation

Motion 24-34 Trustee Anna Franz moved to approve the consent agenda. Trustee Gary Chandler seconded, and the motion passed.

4. Faculty Updates

Dr. Tyler Wallace, Faculty Association President, reported on faculty activities and achievements. Associate Faculty Diana Villafana provided that the BBCC mentoring program has developed a "Mentoring Module" integrated into her classes. This module allows mentors to share information and respond to student questions directly. Mentors have expressed enthusiasm and a deep commitment to supporting students, inspired by the positive impact their own mentors had on their educational journeys. Additionally, BEdA Faculty Melissa Heaps reported that BEdA high school students successfully hosted an annual Art Show on Thursday, December 5, 2024, in the WEC building. The event was a success, and students proudly showcased their talents and skills.

This month's probationary faculty updates feature presentations from Emily Eidson (Nursing), Aaron Mahoney (Agriculture and Chemistry), and Dustin Regul (Art).

Nursing. Emily Eidson reported that the nursing program is transitioning to a concept-based curriculum that emphasizes core principles, such as oxygenation and mobility, enabling students to apply knowledge to a variety of situations rather than memorizing extensive information. This approach better prepares students for real-world scenarios and enhances their critical thinking and judgment skills. To support this

shift, faculty are developing a library of reference videos on key concepts, which will be available starting Winter Quarter.

In preparation for the Spring 2025 accreditation visit, the program is documenting improvements and changes to provide clear evidence of progress. These efforts benefit students, as demonstrated by a significant increase in the first-time pass rate for medication administration in the skills lab. After implementing changes, such as an additional practice day and a two-week delay in skills checks, the pass rate improved from 48% in 2022-2023 to 70% Fall Quarter 2024.

The program also focuses on creating intentional practice opportunities to build students' clinical judgment and critical thinking skills. Starting next quarter, level-one students will benefit from these enhanced learning experiences, setting them up for greater success as they progress to higher levels. Emily expressed pride in the faculty team and excitement about the positive changes contributing to student success and the quality of care these students will provide for their future patients.

Agriculture and Chemistry. Aaron Mahoney expressed gratitude for the opportunity to present and highlighted efforts to enhance student retention, motivation, and performance in chemistry courses through initiatives such as "Worksheet Wednesdays" and "Think Tank Thursdays," which pair students with opposite performance levels to support mutual learning.

Through agriculture industry connections, student experiences are enriched with field trips and practical applications. For example, students have observed the use of lasers to kill weeds, studied nutrients in soil, and explored irrigation systems like those managed by the Eastern Columbia Irrigation District. Additionally, fourteen new lab activities were added across five agriculture courses, including projects on crop management, herbicide application, and industrial software use. These labs provide hands-on experience with tasks reflective of real-world industry practices.

The program has successfully secured funding for a new greenhouse, made possible by \$300,000 from the Paul Lauzier Foundation, \$100,000 from Kobota, and \$33,000 from the BBCC Foundation. This facility will support agricultural education and initiatives such as the spring plant sale and ongoing career-launch programs in precision agriculture and geographic applications.

Aaron emphasized the importance of outreach and recruiting, noting participation in events like WAV, the Ag Expo, and the Mechatronics Meltdown. He also highlighted the contributions of the Ag Club in fostering student engagement and industry connections. Aaron concluded by thanking the team and acknowledging the collective effort in driving these advancements.

Art. Dustin Regul provided updates on the Art Department's initiatives, focusing on student-centered projects, community outreach, interdepartmental collaborations, and safety improvements. Over the summer, Dustin led a mural project in the WEC building, offering students the option to design and create a site-specific mural as part of their final assessment or write an essay. While more students chose the essay, those who participated in the mural project made significant contributions. Group projects, such as creating faux glass pieces in the 2D Foundations course, have increased motivation and engagement among students. Advanced painting projects incorporated Artificial Intelligence (AI), where students generated hypothetical historical crossovers through AI descriptions and translated them into visual artwork on canvas. In the 3D Foundations course, guest artist JJ Harty collaborated with students on aluminum sculpture projects, teaching them to sculpt wax models and transform them into aluminum pieces.

Efforts to showcase student work were enhanced with the installation of a TV in the art building displaying both digital and physical artwork, and a newly established gallery space in the library featuring improved

lighting for student displays. These projects were supported by the BBCC Foundation. Interdepartmental collaborations included partnerships with the Music Department, where art students helped design and paint themes for percussion ensemble performances, and support for STEM projects through the decoration of model rockets. Dustin also organized the first annual high school art exhibition at BBCC, connecting with regional art teachers and showcasing young talent, with plans to continue the event annually.

Safety improvements were a key focus, including updated evacuation maps and rendezvous locations for the art building. Dustin worked with campus security to empower students and ensure a safe learning environment. Juan Loera introduces himself to students at the start of each quarter, encouraging them to add security contact to their phones and sign up for the RAVE alert system, which has seen increased participation. Dustin highlighted the department's commitment to fostering a secure, creative, and engaging environment for students.

5. ASB Update

ASB President Devry Lausch reported that several student activities and events engaged the campus community during the Fall Quarter at Big Bend Community College. A voter registration table was set up in the Viking Lounge, offering assistance to students in registering to vote. The Trunk or Treat event was a success, with Women's Basketball, Men's Wrestling, and TRIO taking the top three spots for best-decorated cars. Disability Awareness was highlighted through a thumbprint painting display in the 1400 building, while the Dia de los Muertos event, held in partnership with WES and TRIO, featured a vibrant display in the campus cafeteria in the 1800 building.

The Food Drive competition was another notable success, collecting 576 pounds of food. The baseball team contributed approximately 350 pounds and claimed victory in the competition. Intramural dodgeball events also saw active participation, with winners recognized for their efforts. The Destress Fest offered various activities, including a yoga class, a chess tournament, and a visit from a coffee truck.

The Viking Lounge has become a popular spot for students to socialize and enjoy snacks. Looking ahead, the ASB Officers are preparing the Winter Quarter calendar, which will feature activities such as ice skating, goal-setting workshops, and intramural basketball. These events and initiatives reflect the ongoing efforts to foster community engagement and student well-being on campus.

6. WAC Revisions for Approval

Vice President Bryce Humpherys presented the status of the Student Code of Conduct revisions. Upon approval at the October 10, 2024, Board of Trustees meeting, a second Emergency CR-103E was filed with the Code Revisor's Office for an additional 120-day extension beyond December 2nd. The Proposed Rule-Making-CR-102 was also filed October 22, establishing a hearing date for December 2, 2024, at 2:30 p.m. The hearing on the proposed amendments to Chapter 132R-04 of the Washington Administrative Code, Student Code of Conduct, was held accordingly. There was no written or oral testimony received on the proposed amendments. At the December 12, 2024, Board of Trustees meeting, it was requested for the Board of Trustees to approve and adopt the final rules.

Motion 24-35 Trustee Bethany Martinez moved to approve and adopt the WAC Revisions to the Student Code of Conduct WAC 132R-04 as presented. Trustee Gary Chandler seconded, and the motion passed.

A Permanent Rule-Making Order-CR103P will be filed with the Code Revisor's Office and the revisions

shall become effective 30 days thereafter.

7. Board Self-Evaluation and Goals

At the October 10, 2024, Board of Trustees meeting, it was requested to table the review for Goal #1 until the December 12, 2024, regular meeting. The following is an excerpt from the October 10th minutes:

1. *Develop a clear method of monitoring Big Bend Community College's Ends Statements including the identification of indicators which measure the performance of the institution relative to the Ends.*
 - *During the August 29 retreat, the Board agreed that progress has been made on this goal and will be completed with the adoption of the proposed indicators on October 10th.*
 - *At the October 10, 2024, Board of Trustees meeting, Trustee Anna Franz requested to table this item until the next regularly scheduled Board of Trustees meeting on December 12, 2024.*

The performance measurement process introduced at the August Board Retreat was revisited, with the recommendation to move forward with its implementation as originally presented. It was further noted that the Mission Fulfillment Report is typically released in April/May, aligning with the trustee assessment to occur at the 2025 August Retreat.

Motion 24-36 Trustee Anna Franz moved to adopt Board Goal #1 as presented. Trustee Bethany Martinez seconded, and the motion passed.

Trustee Anna Franz mentioned the addition of Policy Governance Board Study Sessions prior to regularly scheduled Board of Trustees meetings to complement Trustee Tuesdays for professional development.

8. President's Contract

Motion 24-37 Trustee Anna Franz moved to approve a contract extension for Dr. Sara Thompson Tweedy's contract. Trustee Bethany Martinez seconded, and the motion passed.

9. Board Policy 1000 Revision Approval

During the August 29, 2024, Board of Trustees Retreat, revisions to Board Policy 1000 Policy Governance By Laws were discussed. The following revisions to BP 1000 discussed at the retreat were presented and reviewed at the October 10, 2024, Board of Trustees regular meeting:

Remove paragraph two on page 15, "The board will discuss the Academic Master Plan report results, Executive Limitations information and focus group conversations with the president in executive session."

At the December 12, 2024, Board of Trustees regular meeting, final approval and adoption consideration was requested.

Motion 24-38 Trustee Anna Franz moved to approve and adopt the revisions to BP 1000 as presented. Trustee Bethany Martinez seconded, and the motion passed.

10. Board Policy 6111 Revision Review

The Board of Trustees reviewed the revision for Board Policy 6111, Electronic and Information Technology Access (EITA). The revision is in the last sentence of the second paragraph, replacing the phrase “Washington OCIO Policy 188” with “WATech Policy USER-01.”

The proposed revision aligns with the guidance from the Washington State Board for Community and Technical Colleges as provided by the college’s BBT Director, Patrick Steele.

Final approval and adoption shall be requested at the Board of Trustees meeting on January 23, 2025.

11. Board Policies for Review

During the August 29, 2024, Board Retreat, the Board of Trustees discussed regularly reviewing Board Policies for diversity, equity, and inclusion intent. The Board will review the policies at one meeting and then take action on the policies at the following meeting.

The Board Policies reviewed for the December 12, 2024, meeting were:

- BP 1030 Compensation Plan [for Employees]
- BP 1040 Personnel Administration
- BP 2050 State Employees Misconduct (Whistleblower Act)
- BP 2070 Reasonable Accommodation for Employees
- BP 2080 Return to Work [for Employees]

A discussion ensued centered on the distinction between Board Policies (BP) and Administrative Procedures (AP), with questions raised about whether certain topics, such as whistleblower processes, for example, should be covered solely in an AP. Maintaining a broad BP overview while addressing procedural details within an AP was mentioned.

After the DEI-specific review, it was determined that there were no revisions referencing DEI that were needed and subsequently no action to be requested at the January 23, 2025, meeting pertaining to the aforementioned five policies. The policies will reflect a December 12, 2024, review date.

12. Assessment of Board Activity

Trustees submitted their activities in writing.

13. Next Regularly Scheduled Board Meeting

The next meeting was confirmed for Thursday, January 23, 2025, at 1:30 p.m. at Big Bend Community College.

Executive Session

Board Chair Amy Parris announced a 15-minute Executive Session at 2:26 p.m. to discuss items provided for in RCW 42.30.110 (1): (l) to discuss with legal counsel representing the agency matters relating to agency enforcement actions or litigation or potential litigation. The session was extended by 5 minutes. The meeting was reconvened at 2:46 p.m. No actions were taken during the executive session.

14. Miscellaneous

a. Partnerships and Pathways to Higher Education. Big Bend Community College is committed to expanding higher education opportunities in Othello through partnerships, outreach, and program development. Collaborations with the Othello School District and Skillsource provide classroom and office spaces, while dedicated college staff support student navigation and academic success. Initiatives include FAFSA assistance, high school dual enrollment, adult education classes, and outreach presentations to connect students with higher education programs. Testimonials from students and partners underscore the transformative impact of these efforts.

15. Executive Session

The Executive Session was held following Item #13 above.

16. Adjournment

Chair Amy Parris adjourned the meeting at 3:37 p.m.



Amy Parris, Board Chair

ATTEST:



Sara Thompson Tweedy, Secretary