

# Big Bend Community College



**Board of Trustees**

**Regular Board Meeting**

**Tuesday, March 2, 2010  
1:30 p.m.**

**ATEC  
Hardin Community Room**

**Community College District No. 18**

**7662 Chanute Street NE  
Moses Lake WA 98837**

## Spring 2010 Campus Events

Spring 2010 Campus Events		
<b>March</b>	2	BBCC Board Meeting, Hardin Room, 1:30 p.m.
	6	Softball vs. Gray's Harbor; 12 p.m. Noon
	6	Baseball vs. Centralia CC; 1 p.m.
	6	CB Allied Arts: Midsummer Night's Dream; Wallenstien Theater, 7 p.m.
	7	Baseball vs. Centralia CC; 12 p.m. Noon
	9	ASB Event: Mardi Gras Fest; Masto Conf. Room, 10:30 – 1:00 p.m.
	10	Softball vs. CWU JV; 1 p.m.
	11	ASB Event: Free Bowling; Lake Bowl, 10 – 12 Midnight
	13	Baseball vs. Thompson River, 1 p.m.
	14	Baseball vs. Thompson River, 12 p.m. Noon
	16	ASB Campout; 8 p.m.
	16	Winter Quarter Instruction Ends
	17	ASB Event: Free Pool; 1400 Game Room; 7:30 a.m. – 4:30 p.m.
	17-19	Book Buy Back
	17-19	Final Exams
	20-28	Quarter Break
	26	Softball vs. Columbia Basin CC; 2 p.m.
	29	Spring Quarter Instruction Begins
	30	BBCC Annual State of the College Address; Masto Conference Room, 6 p.m.
	31	Baseball vs. Walla Walla CC; 1 p.m.
April		
<b>April</b>	7	Baseball vs. Columbia Basin CC; 1 p.m.
	9	Softball vs. Treasure Valley CC; 2 p.m.
	10	Softball vs. Blue Mountain CC; 12 p.m. Noon
	13	ASB Event: Asianfest; Masto Conf. Room, 10:30 – 1:00 p.m.
	13	Softball vs. Spokane CC; 2 p.m.
	13	BBCC Board of Trustees Meeting, Hardin Room; 7 p.m.



2010 BBCC Viking Baseball Team



Big Bend  
Community College

COMMUNITY COLLEGE DISTRICT NO. 18  
BIG BEND COMMUNITY COLLEGE

7662 Chanute Street  
Moses Lake, Washington 98837  
Regular Board Meeting Agenda  
Tuesday, March 2, 2010, 1:30 pm  
ATEC- Hardin Community Room

	Action		Tab #
<i>Governing Board Members:</i>  <i>Felix Ramon, Chair</i>  <i>Katherine Kenison, Vice Chair</i>  <i>Mike Blakely</i>  <i>Angela Pixton</i>  <i>Mike Wren</i>  <i>Dr. Bill Bonaudi, President</i>	A	1. Call to Order/Roll Call	
	I	2. Introductions	
	I/A	3. Consent Agenda	3
		a. Approval of Board Minutes 1/12/10 (A)	
		Approval of Special Board Minutes 2/9/10	
		b. Student Success (I)	
		Achieving the Dream	
		Student Achievement Initiative	
		Academic Master Plan	
		c. Accreditation (I)	
		d. Assessment Update (I)	
	e. Capital Project Report (I)		
	f. Human Resources Report (I)		
	g. Enrollment Report (I)		
	h. Business Information Management (A)		
	i. Industrial Systems Technology (A)		
	I	4. Remarks (Public comment to the Board regarding any item on the agenda may be made at the time of its presentation to the Board according to the conditions set in Board Policy 1001.3.E)	
		a. ASB Representative – Rhoan Ashby, President	
		b. Classified Staff Representative – Kathy Aldrich	
		c. Faculty Representative – Mike O’Konek, Faculty Assn. President	
		d. VP Financial & Administrative Services – Gail Hamburg	
		e. VP Instruction/Student Services – Dr. Mike Lang	
		f. VP Human Resources & Labor – Holly Moos	
A		5. Exceptional Faculty Award Recommendations- Dr. Bonaudi	5
A		6. Probationary /Tenure Review- VP Lang	6
		Executive Session	
		-----BREAK-----	
A		7. Indemnification Resolution	7
A		8. Assessment of Board Activity- Board	8
A		9. Next Regularly Scheduled Board Meeting – Board	9
I		10. Miscellaneous	10
A		11. Adjournment	11

The Board may adjourn to an Executive Session to discuss items provided for in RCW 42.30.110 (1):  
**(b) to consider the selection of a site or the acquisition of real estate by lease or purchase;**  
 (c) to consider the minimum price at which real estate will be offered for sale or lease;  
 (d) to review negotiations on the performance of a publicly bid contract;  
 (f) to receive and evaluate complaints or charges brought against a public officer or employee;  
**(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee;**  
 (h) to evaluate the qualifications of a candidate for appointment to elective office;  
**(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions or litigation or potential litigation.**

**NEXT MEETING REMINDER – Regular Meeting April 13, 2010, 1:30 p.m.**

*If you are a person with a disability and require an accommodation while attending the meeting, please contact the President’s Office at 793-2001 (or TDD 762-6335) as soon as possible to allow sufficient time to make arrangements.*

**BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

**ITEM #3:** CONSENT AGENDA (for action)

- a. Regular Meeting Minutes January 12, 2010  
Special Board Meeting Minutes February 9, 2010

**BACKGROUND:**

The Regular Meeting Minutes January 12, 2010, and the Special Board Meeting Minutes February 9, 2010, are included for review.

Prepared by the President's Office.

**RECOMMENDATIONS:**

President Bonaudi recommends the Board of Trustees approve the minutes.

## **THE OFFICIAL MINUTES**

The Big Bend Community College Board of Trustees held its regular Board meeting on Tuesday, January 12, 2010, at 2:30 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 2:30 p.m.

Present:     Mike Blakely  
               Katherine Kenison  
               Angela Pixton  
               Felix Ramon  
               Mike Wren

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

### **2. Introductions**

President Bonaudi introduced the Athletic Director and Women's Basketball Coach Preston Wilks. Coach Wilks thanked the Board for their interest in the team. Each of the women's basketball players introduced themselves: Alia Parker, Boise, ID; Jamie Bohnet, Ephrata, WA; Ashley McGowen, Challis, ID; Chayla Hirz, Moses Lake; Tayler Anderson, Soda Springs, ID; Ali Whitted, Hayden ID; Alexandria Canfield, Spokane WA; Kendra Schwulst, Soda Springs, ID; Lacey Nordby, Spokane, WA; Dana Bates, Warden, WA; Sarah Smith, Kendrick, ID; and Aspen Hengst, Whitehall, MT. The team set academic goals at the beginning of the year. Coach Wilks stated the team has had a good year and not only are they good athletes the average GPA for the team for Fall quarter was 3.3.

Trustee Mike Wren commented that the athletes come from hometowns near other community colleges. He asked the players what made them choose BBCC. Alia Parker from Boise stated she visited BBCC and was impressed with the friendliness of the staff and students on campus. She also stated being on the team gives her an opportunity to learn cooperation as well as time management and organizational skills.

Trustee Mike Blakely asked the players if it was difficult to maintain their academic work and attend their team practices? One of the players replied that the sacrifices are worth it to play the game. Trustee Blakely commended the team for representing the college well. He went on to state that the athletes are emissaries for the next wave of students coming into the college.

Trustee Katherine Kenison echoed his sentiments. She stated she was impressed that the Coach and team set goals and they are working to achieve them.

VP of Administrative and Financial Services Gail Hamburg introduced state auditor Mr. Spencer Williams. Mr. Williams stated it is always a pleasure to come to BBCC. He distributed copies of the audit report. He stated this is a clean audit, in fact it is one of the “cleaner audits” that his team has completed in the Wenatchee audit area.

Mr. Williams stated there are three types of audits: accountability, financial, and single. Financial and single audits are completed by state teams. His team completes the accountability audit which reviews legal compliance with state laws and internal policies, and appropriate use of public money. They take a risk-based approach and prioritize areas to review. His team also reviews past audits, and watches for emerging issues.

During the BBCC audit he and his team evaluated accountability in the following areas: grant compliance, ASB, Running Start student fees, payroll, general disbursements, safeguarding of assets and cash receipting. The audit team found that BBCC has adequate internal controls. There was one exit item initially noted regarding ASB conducting a post-event reconciliation. It is not listed in the final report. The day this was recommended the college implemented a post-event reconciliation process. There were four prior audit recommendations from the last audit and they were resolved. Mr. Williams stated there will be no findings, management letters or exit items in the final report. He stated the financial and single audit reports are available on the state auditor’s website.

The audit team will return to BBCC in late 2011. They anticipate the audit fee will remain the same, \$23,000. Lastly, he stated his team, Mr. Juan Esparza and Mr. Jake Stevens, enjoys a good relationship with the BBCC business office staff and VP Gail Hamburg and Director Charlene Rios.

President Bonaudi congratulated VP Hamburg on the clean audit. Trustee Mike Wren commended the staff for a job well done. He stated his organization goes through audits and he recognizes what it takes for a clean audit. He stated there are three key ingredients that BBCC exhibited: cooperation, immediate response, and compliance with previously identified items. Trustee Mike Blakely echoed his remarks. He stated BBCC is consistently honest and thorough and try to do the right thing.

#### 4. Consent Agenda

a) Approval of Regular Meeting Minutes for November 17, 2009 (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) Donation (A); i) Advisory Committee Lists (A).

MOTION 10-01 Trustee Angela Pixton moved to approve the Consent Agenda. Trustee Katherine Kenison seconded the motion, and the motion carried.

#### 5. Remarks

c. Faculty Association President Mike O'Konek shared his faculty information first in order to return to his students as soon as possible. Mr. O'Konek stated that Music Instructor Pat Patterson reported nearly 300 people attended the December 13 fall concert. There are 35 members of the chorus and 25 members of the orchestra. They are Grant county community members and some are students.

OIT Instructor Daneen Berry-Guerin reported that she attended an all day Grammar and Proofreading for Business class. She also attended the Grant County Superintendents' meeting Friday, December 4 and provided a demonstration of the learning technology used at BBCC. Instructor Berry-Guerin began the faculty centered, peer review based process, Quality Matters, training series. Once she completes the series faculty will use this process to review our online course designs to ensure student learning.

Philosophy Instructor Dennis Knepp reported to Mr. O'Konek that his chapter in the *Alice in Wonderland and Philosophy: Curiouser and Curiouser* will be published this month. The title of the chapter he wrote is "You're nothing but a pack of cards: Alice doesn't have a social contract."

Mr. O'Konek reported that probationary faculty committees are meeting. He also commented that two automobile donations are in the consent agenda. One of the donations is from a person in Soap Lake who read about the scholarship donation from the Soap Lake Car Club.

a. ASB Public Relations Officer CJ Hatch presented the ASB report in President Rhoan Ashby's absence. VP Mike Lang introduced Mr. Hatch as a very involved student athlete.

Mr. Hatch reported ASB has many events and activities planned for Winter Quarter. Today was the chili & chowder fest with entertainment provided.

The ASB is again raising money by hosting the Couch Potato during the men's basketball games. For \$30 three individuals can sit on the sofa at mid-court and enjoy two medium pizzas donated from Domino's Pizza and soda. All "couch potatoes" for the seven home games have been sold.

At the end of the month ASB will be holding an Ice Skating & Batting Cage event for Big Bend students. The admission will be free with a current BBCC ID card.

On February 22, motivational speaker Eric Davis, will give a Black History Month presentation in the ATEC Conference Center. This event will be open to the public.

Mr. Hatch reported that the Vikings were victorious against the Spokane Community College basketball team last Saturday. He said the next home game is Saturday against Wenatchee. Go Vikings!

- b. Trustee Felix Ramon announced Classified Staff Representative Kathy Aldrich has been with BBCC for 35 years. Ms. Aldrich reported that 13 staff members took advantage of 8 training opportunities in November.

Rita Jordan attended a GED workshop on November 5 at BBCC. Ruth Coffin and Traci Bartleson attended a Course Coding and Completions Workshop on November 18 through ITV at BBCC. Susan Nichols attended Campus Safety training on November 19 at BBCC. Robin Arriaga, Jessica Aloysius, Sergio Cervantes, Jeff Robnett, and Joe Russell attended NIMS training on November 20 at BBCC. Connie Rodriguez attended Microsoft Web Training online at BBCC on November 20. Sergey Shelyagovich attended First Aid/CPR/AED/Bloodborne Pathogens Training on November 20 at Samaritan Hospital. Heidi Baldwin attended a Federal Funding Symposium on November 20 on the CWU campus in Ellensburg, WA. Kamela Bishop attended DBM Database Concepts October 26 – November 30 through the University of Phoenix

During December 30 staff members took advantage of 12 training sessions. Tom Willingham attended Microsoft Windows 7 – A Guided Tour and Online and Learn More about Microsoft Office 2010. Both were sponsored by Cengage Learning. Barbara Collins completed one credit of OFF190 Microsoft Excel Level 1. Randy Fish & Nancy Theis attended NIMS training with Ryann Leonard on December 3 at BBCC. Barbi Schachtschneider and Hope Strnad attended Beginning Excel Training at BBCC. Nancy Leach attended the annual Northwest Association of Special Programs Fall Conference in Seattle December 6-9. Benny DeLeon and Cynthia DeVictoria attended Partners for Literacy in-service



at BBCC on December 8 and 9. Danelle Happer, Darci Alamos and Dania Bisnett attended Coding Workshop Training online in the Hardin Room on December 10. Susan Nichols attended a Safety Meeting on December 18 at BBCC. Jessica Aloysius, Barbara Riegel, and Kathy Starr attended Advanced Excel Training on December 29 in the BBCC-OIT Lab.

Robin Arriaga and Karen Okerlund attended Microsoft Access Training (Query tips & help features) on December 30 at BBCC.

T. C. Bergen, Sergio Cervantes, Randy Fish, David Frueh, Garry Helvy, Valerie Mestdagh, Robert Russell, Nancy Theis, Rick Tincani, Jim Tincher, and Angel Uresti attended Shop Meeting & viewed the safety video: "Recognizing & Preventing Violence in the Workplace." Kamela Mattson attended NTC 500 Networking Concepts online during the month of December through the University of Phoenix

Ms. Aldrich also announced that the Classified Staff Awards potluck luncheon will be held January 22 at noon in the Masto Conference Center. Twenty-six classified staff will be honored for specific benchmark years of service at the luncheon. The Excellence in Customer Service award will also be awarded to a classified staff member. Everyone is invited to attend this potluck event.

- d. VP Gail Hamburg reported the auditorium remodel capital project is on schedule and going well. She also provided an overview of the support activities performed on campus for the memorial service for Grant County Sheriff's Deputy John Bernard. January 4 the Sheriff's office called to discuss the possibility of holding the service on campus. ATEC Event Coordinator Deena Westerman provided a tour and discussed the options with representatives from the Sheriff's office. She also alerted them that parking could be a problem if the service was held during class time. The Sheriff determined BBCC was the best location and they instituted the NIMS (National Incident Management System) process to organize the event.

Todd Davis, Director of M&O was very involved in the NIMS organization. To accommodate holding the memorial service on Monday all classes in the DeVries Activity Center were rearranged. VP Mike Lang personally talked to each instructor affected. E-mails were sent to students and staff regarding the event and alternative parking. Several departments on campus provided support.

Monday four TV stations were on campus. Rooms were arranged for the honor guard, Governor Gregoire, overflow, COPS (Community Oriented Policing Services), and the bagpipe band. The Behind the Badge

organization was very helpful setting up the memorial. PIO Autumn Weis worked with other PIO staff the day of the event in the mobile command unit.

BBCC custodians performed a thorough cleaning of the activity center and campus grounds. Following the basketball game Saturday night M & O cleaned and set up with assistance from a DOC crew. Several rehearsals were held Sunday. BBT Director Russ Beard provided several hours of audio/video support. Coaches Mike DeHoog and Jeremy Iverson were very helpful and they operated the spotlights during the service. Mike Andreson from Word Services created and printed the program with funding from the Sheriff's office.

VP Hamburg stated there was great campus-wide effort and teamwork to coordinate and support the memorial. President Bonaudi commended VP Hamburg for bringing the campus efforts together and her time behind the scenes to ensure the family and Sheriff's office was fully supported.

Trustee Felix Ramon stated he participated in the service as a past member of the law enforcement community. He talked to Sheriff Detrolio as well as other members of law enforcement and they expressed their appreciation for BBCC's support and cooperation. Trustee Ramon personally commended staff and faculty for their cooperation and support. Trustee Mike Blakely seconded what Trustee Ramon said. He said the Quincy Fire Chief attended the memorial and reported it was the best organized public ceremony he had attended.

- e. VP Mike Lang reported that an adjunct faculty in-service was held last week. Dean Garrett, Dean Rasmussen, Asst VP Candy Lacher, VP Moos, Director Beard and Instructor Stephen Lane were presenters. VP Lang emphasized the importance of supporting adjunct faculty.

During the December 7, 2010, Instructional Council meeting it was recommended that the IET (Industrial Electrical Technology program) and the MMT (Maintenance Mechanic Technology program) be combined into the IST (Industrial Systems Technology program). IET and MMT share related courses. In 2004, MMT was reviewed and Dr. Bonaudi recommended during the January 25, 2005, Board meeting: *"This is a committee recommendation that should be re-examined as the two programs were once one program and combining the programs could be accomplished without adding another option. This might provide better efficiency in the use of instructors with both working on the recruiting efforts."*

*President Bonaudi's recommendation here is for the Dean of Professional/Technical Education to work with both the IET and MMT*

*faculty and the associated occupational advisory committees to produce a detailed proposal for combining the programs, if indeed this seems appropriate. This would then need to go before the Instructional Council and Cabinet and receive their respective approvals before such a change would be brought before the Board for your approval.”*

VP Lang reported that the Advisory committee members have been part of this effort and they are very supportive of combining the programs. The recommendation will go to Cabinet, Executive Council and to the Board of Trustees for approval.

VP Lang also highlighted the Student Achievement section of the consent agenda. He said the 167 Student Achievement/Persistence funded students generated 2027 credits or 45 annualized FTEs. Student Support Services (SSS) is also assisting 180 Trio students. VP Lang commended SSS Director Jerry Workman and his team for their effort to advise and help students succeed. Trustee Ramon stated he appreciated the deliberate way that student success is being improved.

- f. VP of Human Resources and Labor Holly Moos reported that the VP of Instruction/Student Services search is ongoing. The committee has held an organizational meeting. They plan to begin reviewing applications in February. She commented that VP Lang will be hard to replace.

Flight Instructor interviews will be held this week. VP Moos also stated that the 12 probationary review binders will be ready for the Trustees' to review February 10. Please contact Melinda to arrange a time/date to review the information.

## **6. Student Trustees**

Trustee Ramon opened the discussion by asking the other Trustees if they would like to make a recommendation regarding student Trustees. Trustee Mike Wren stated he agreed with option #4 from the SBCTC communication: Support a student representative option that allows for the student to give a report to the board at every regular board meeting. He stated student input is critical. Trustee Mike Blakely asked for ASB's recommendation. ASB representative CJ Hatch reported that the ASB officers voted unanimously to keep the process as it is currently, an ASB representative attends each board meeting and provides a student activity report. Mr. Hatch stated that students are already involved in many committees and leadership opportunities. Trustee Blakely stated he thought it was best to keep the current process. He went on to say that student council government plays a vital role in evaluating faculty for tenure and presenting information during board meetings.

MOTION 10-02 Trustee Mike Wren moved to submit support for option #4 “Support a student representative option that allows for the student to give a report to the board at every regular board meeting.” Trustee Mike Blakely seconded the motion.

Trustee Ramon stated he wanted to make a comment before calling for a vote. He said he initially thought a student trustee should be someone with full rights and responsibilities to vote, study issues and advocate with state legislature. After further consideration he said it would not be fair to a student because of the demands they have as a student and/or student athlete. Trustee Ramon stated he fully endorses this motion. He also said the BBCC student council is very active and we have good representation of students' viewpoints. The motion passed.

Trustee Mike Blakely stated he would like to be invited to an ASB meeting.

President Bonaudi stated he will communicate this information to TACTC and legislators if a bill comes forward.

**7. Azorus**

President Bonaudi stated there have been several presentations discussing the need for a systematic way to recruit students and meet expectations in the Academic Master Plan (AMP). He introduced the Coordinator of Student Recruitment and Outreach Jose Esparza to present information about the customer relationship management system, Azorus.

Mr. Esparza stated two years ago BBCC began looking for ways to strengthen outreach and recruitment. A customer relationship management system which would track potential students from initial point of contact to enrollment was chosen. The system went live October 16, 2009.

Mr. Esparza continued and said Azorus provides a central database, for all inquiries about BBCC. Potential students can access Azorus by clicking the Request Info button on the BBCC website or they can go to [mydream.bigbend.edu](http://mydream.bigbend.edu). Information about their interests is captured right away. There is also a form to gather the same information for potential students who call or visit campus.

The Azorus committee built a communication plan for the system. The day the potential student notes their interests on the website they receive an e-mail with a link to their own portal page which lists campus events and faculty profiles. They can customize their page with links to programs, etc. in which they are interested. Day seven they receive an

e-mail inviting them to apply and detailing the simple steps along with Mr. Esparza's contact information. They can apply online or in person. Day 14 an e-post card with links to the FASFA website and the BBCC financial aid website is sent to the potential student. Day 21 they are invited to visit campus for a personal tour. The personalized tailored messages are effective.

The database also tracks the potential students' activities which serves as an assessment tool. Up to the minute reports can be pulled regarding potential student contact by interest, geographical location, etc. Mr. Esparza stated an average of 10 contacts per week are being tracked. Previously it was not recorded but the committee estimated there were about eight inquiry phone calls per month. Azorus identifies who has applied for admission, financial aid and taken placement tests. Mr. Esparza can follow up when students don't enroll after they have applied for admission, previously this did not happen. He will work with programs to create tailored e-mails regarding particular programs. He is creating innovative communication plans that he can deliver to diverse audiences.

Mr. Esparza thanked the committee: Darci Alamos, Starr Bernhardt, Kamela Mattson, Hope Candanoza, Julia Gamboa, Candy Lacher, Enedelia Nicholson, and Autumn Weis for the time and energy they devoted to this project. He also gave BBT Director Russ Beard special recognition for his mentoring and expertise.

Trustee Angela Pixton asked if the follow up e-mails are automated? Mr. Esparza responded that the e-mails are automated and he also has the ability to send customized e-mails and follow up with phone calls.

Trustee Mike Blakely commented that personalized e-mails will be helpful for encouraging the more reluctant potential students. President Bonaudi said capturing the information on potential students through Azorus is an essential element to recruitment efforts. This can also be used to evaluate the effectiveness of activities and marketing tools. Trustee Pixton commented that when potential students contact BBCC they are on the verge of making a decision. She said it is important to hear the "911" in their contact and respond with a personal message.

## **8 Assessment of Board Activities**

Trustee Angela Pixton reported she plans to visit the Warden high school. She is also visiting with industry contacts regarding the Center Pivot Program. Trustee Pixton stated she has talked with Hearthstone Inn Nursing Home about donating to a nursing scholarship.

VP Mike Lang updated the group on the Center Pivot Course. Dean Rasmussen reviewed the master course outline with Instructional Council and it is progressing through the proper channels.

Trustee Katherine Kenison stated she attended the classified staff potluck and it was excellent as usual. Her family made donations to the child care department. She has had conversations with Running Start students and parents. Trustee Kenison stated she has had contact with the Port of Hartline Commissioners. They are purchasing the former Coulee/Hartline school and they're interested in setting up a Running Start and online classes site. The facility is in a great location and is fiber ready. President Bonaudi responded that he would follow up with the Commissioners.

Trustee Mike Wren reported that the quarterly Grant County Economic Development Council luncheon was recently held in the Masto Conference Center. President Bonaudi was the presenter and Trustee Wren complimented him on his preparation. He also commended BBCC staff for attending and being available to the community at this event and many others. He said it really reinforces the value of BBCC to the community. He recognized the difficulty arranging schedules and encouraged the group that their efforts make a difference. He said he met with the other nine port managers from Grant County. He reminded them about BBCC's willingness and desire to be an integral resource to all of their communities in this time of economic recovery. Trustee Wren described BBCC to the port managers as having capable competent workforce educators.

Trustee Mike Blakely stated that the advisory committees were endorsed in the consent agenda. He encouraged BBCC to add more advisory committee members from the outlying areas. Trustee Blakely stated he attended the CDL graduation ceremonies and was thrilled by the students' enthusiasm. He also attended the Port of Quincy Economic Development Summit at Cave B. He attended the TACTC teleconference and said he appreciated that students had an opportunity to make suggestions regarding the student trustee issue. He also attended the Quincy Roundtable Leadership meeting and commented that leaders in Quincy see BBCC as a local resource. He spoke with the Quincy High School recruiter and said there are some good students with great potential and sometimes their parents are not citizens. They need personal contact to bring them to BBCC. Counselors need education about what is available to those students. Lastly he reported that he attended the ASB lunchfest today.

Trustee Felix Ramon stated he attended the BBCC Foundation Trusteeship meeting. He talked with President Bonaudi about the Board meeting agenda for today. He also met with Moses Lake school board

members and encouraged them to maintain our connection by visiting back and forth. He asked the school board members to encourage interaction between Moses Lake High School staff members and BBCC. Trustee Ramon talked to Port Commissioners and promoted BBCC and the new center pivot program. He complimented the staff on the service for Deputy John Bernard.

**9. Next Regularly Scheduled Board Meeting**

Trustee Felix Ramon stated the next regularly scheduled board meeting is Tuesday, March 2, 2010, at 1:30 p.m.

MOTION 10-03 Trustee Katherine Kenison moved to hold the next regularly scheduled board meeting Tuesday, March 2, 2010, at 1:30 p.m. Trustee Angela Pixton seconded the motion and the motion passed.

**10. Miscellaneous**

President Bonaudi reminded the Trustees that during the March 2 meeting they will be taking action on Probationary Tenure files. There are 11 files to review prior to the meeting. Melinda will send a reminder that the files will be available for review after February 10.

President Bonaudi reported that he recently attended the Seattle City Club Legislative luncheon. He listened to Senator Brown, Speaker of the House Frank Chopp and Senator Mike Hewitt. They did not mention the statewide furlough but they did say this will be a very challenging 60-day session. President Bonaudi said Governor Gregoire gave her State of the State address today. He commented that BBCC will be relying on the Trustees to communicate the potential budget impacts on the college.

President Bonaudi talked about House Bill 2634 which emphasizes increased efficiencies in the system. If it passes in its current form it gives SBCTC direction to analyze district boundaries which could lead to combining college districts.

At the Seattle City Club luncheon he spoke with representatives from independent colleges. They recruit individually and are often seen as too expensive. They have financial resources available. The independent colleges would like to visit more rural areas and recruit potential students during this time when educational opportunities are becoming more limited because of the state budget.

The Trustees were reminded by Dr. Bonaudi that the National League of Nursing (NLNAC) accreditation evaluators will be on campus February 9-11. The Trustees are scheduled to have lunch with the evaluators on Tuesday, February 9, 2010, at noon. President Bonaudi emphasized the

importance of the luncheon, Dean Garrett said the evaluators may ask the Trustees about their role in governing the nursing program. The exit conference will be held on February 11, 2010.

The BBCC Foundation fundraiser Winter Serenade will be held January 30, 2010, in the Masto Conference Center. Dr. Bonaudi encouraged the Board members to attend and invite other community members to attend.

President Bonaudi reported that he will be visiting the Lind and Washtucna school district superintendents to talk about the Rural Utility Service (RUS) learning center. As a result of Trustee Kenison's contact with Commissioners from the Port of Hartline he will arrange a visit with them. Dr. Bonaudi also reported that he presented at the Port of Quincy Economic Development Summit at Cave B regarding the role of the college in economic development. He said the Quincy community is very proactive.

President Bonaudi stated there are several campus events captured on Mediasite. He encouraged everyone to review the listings in the Mediasite catalog and take a few minute to view events.

The TACTC Winter Conference will be held in Olympia January 24, 25, 2010. He asked the Trustees to confirm their attendance with Melinda. He will be taking new aviation calendars and the pocket guides with important information with him to talk with contacts in Olympia.

During the March 2 Board meeting Dean Kirkwood will present the second annual AMP Access report. Dr. Bonaudi indicated there has been major change and movement in this area in the last year.

Trustee Angela Pixton said the Potato Commission distributes a weekly newsletter and they would be happy to highlight the new circle irrigation program. She also said she recently read the REC newsletter. It had interesting articles and she noticed they are very community friendly. She encouraged Dr. Bonaudi to connect with REC as they are an international business that includes people from all over. President Bonaudi stated we have strong ties with REC and one of the classrooms in ATEC is named for them. They often hold meetings on campus. Dr. Bonaudi is working to re-establish a relationship with the new President of REC.

MOTION 10-04 Trustee Katherine Kenison moved to adjourn the meeting. Trustee Mike Wren seconded the motion and the motion passed.

The meeting was adjourned at 3:10 p.m.



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Felix Ramon, Chair

ATTEST:

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William C. Bonaudi, Secretary

## THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held a Special Board meeting on Tuesday, February 9, 2010, 12:00 p.m. in the Hardin Community Room in the ATEC Building on the Big Bend Community College campus.

### 1. Call to Order

Present: Mike Blakely  
Angela Pixton  
Felix Ramon  
Mike Wren

President Bonaudi introduced the National League for Nursing Accrediting Commission (NLNAC) representatives: Carol Eckert, MSN, RN, Director of Nursing Education at Southwestern Illinois College; Mary Moss, Ed.D., MSN, RN, Associate Dean Service and Health Program Nursing Department Mid-State Technical College in Wisconsin Rapids, WI and Usrah Claar-Rice MS, MSN, RN from the Nursing Care Quality Assurance Commission.

The Trustees and NLNAC enjoyed a working lunch. They discussed the BBCC nursing program.

The meeting adjourned at 1:00 p.m.

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Felix Ramon, Chair

ATTEST:

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William C. Bonaudi, Secretary

## BIG BEND COMMUNITY COLLEGE

Date: 3/2/10

### ITEM #3: CONSENT AGENDA (for information)

- b. Student Success Initiatives Update
  1. Achieving the Dream
  2. Student Achievement Initiative
  3. Academic Master Plan

### BACKGROUND:

#### Achieving the Dream

**Priority Area: 1. Increase successful completion in developmental math courses**

**Priority Area: 2. Increase retention by improving first year student experience**

Five members of the Achieving the Dream Core Team attended the 2010 Achieving the Dream Strategies Institute "Equity and Excellence" in Charlotte, North Carolina, February 2-5. Those attending were Russ Beard, Director of Information and Communication Services; Starr Bernhardt, Research Analyst; Candy Lacher, Associate Vice President of Student Services; Barbara Whitney, Math Instructor; and MariAnne Zavala-Lopez, Counselor.

The purpose of the Strategy Institute, as stated in the program:

- To reflect on and share lessons from experiences with Achieving the Dream
- To deepen understanding about ways to increase student success
- To increase capacity for data analysis, program evaluation, and data-informed and student centered decision making
- To continue to build the community of learners in Achieving the Dream

Program themes included broad engagement, committed leadership, developmental education, first year experience, high quality learning experience, retention and support services, structural inequity, systemic institutional improvement, and use of evidence to improve policies, programs, and services.

Big Bend attendees participated in a variety of workshops including:

- A Half-Dozen Tips and Tricks Every IR Officer Must Know
- Accelerating Students' Progress to College-Level English and Math
- Early Alert: An Innovative Systemic and Systematic Student Success Strategy
- Creating Communities of Engaged Learners: Integrating Individual Learning Strategies into a Coherent Learning Experience
- Logic Modeling and Evaluation: Getting the Cart before the Horse
- Winning at Math: Study Skills for Developmental Math
- Data and Decision-Making: Reframing the Gap Closing Conversation
- Guiding Math Students to Campus Services: An Impact Evaluation of the Beacon Mentoring Program at South Texas College
- Bridging the Gap from high School to College: building Workshops for Student Success
- Engaging Students, Engaging Faculty, Engaging Communities
- ATD: A Cultural Revolution at Guilford Technical Community College

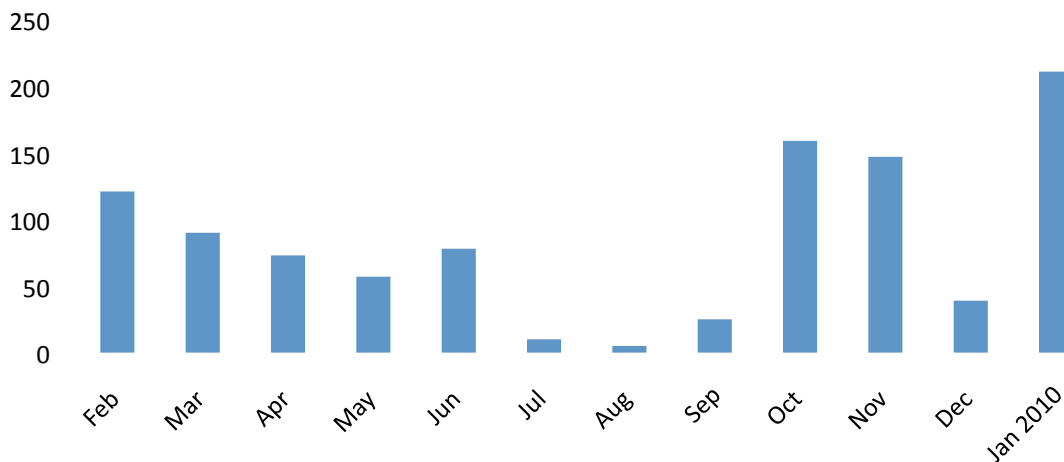
- Addressing Achievement Gaps: Four ATD Colleges Share Their Secrets
- Successful Programs for Accelerating Pathways to College-Level Work at Two Texas Colleges
- Maybe We Need to Reinvent the Wheel: An Alternate Approach to Teaching Arithmetic & Prealgebra
- Mentors Make the Difference
- Achieving Success for All: Recognizing Assessing & Addressing Inequity on the Path to Student Success

There were also times set aside for cross-team talks. These involve two to five AtD colleges meeting together to discuss challenges and successes. During our first cross-team talk we met with Broward College, National Park Community College and University of Houston-Downtown. The second session we met with Blinn College, a new college to AtD, and Guilford Technical Community College, this year's winner of the Leah Meyer Austin Institutional Student Success Leadership Award. We were also given time to meet as a team with our AtD Coach, Frank Renz, and AtD Data Facilitator Mark Figueroa.

The attendees will be presenting information from the institute to the AtD Core Team on Tuesday, February 16<sup>th</sup> and will be sharing with other groups throughout the college.

**Priority Area: 1. Increase successful completion in developmental math courses**  
Tutor.com report is following:

### Tutor.com Sessions



## Big Bend Community College - January, 2010

Contract Usage to Date	Skill Center Usage	Tutoring Sessions	Average Session Length	Recommend Rate
Feb 2009	0	121	28.92	96%
Mar 2009	0	90	22.98	100%
Apr 2009	0	73	27.83	100%
May 2009	0	57	32.01	95%
Jun 2009	0	78	26.44	96%
Jul 2009	1	10	34.17	100%
Aug 2009	0	5	31.16	100%
Sep 2009	2	25	21.35	100%
Oct 2009	10	159	27.67	96%
Nov 2009	6	148	22.24	100%
Dec 2009	2	39	28.15	100%
Jan 2010	31	211	24.08	98%

### Total Students Served

242

Usage	All	Student Center	College Center	Career Center
Tutoring Sessions Served	211	0	209	2
Skills Center Sessions Served	31	0	31	0

Tutoring Sessions Served	All	Student Center	College Center	Career Center
Total Minutes	5080	0	5030	50
Average Session Length	24.08	0	24.07	25.05

Tutoring Sessions by Subject	All	Student Center	College Center	Career Center
Career Help	2	0	0	2
English - Grammar	20	0	20	0
English - Literature	15	0	15	0
English - Writing Center	16	0	16	0
Math - Algebra	99	0	99	0
Math - Algebra II	15	0	15	0
Math - Basic Math	2	0	2	0
Proof Point	11	0	11	0
Science - Chemistry	30	0	30	0
Social Studies	1	0	1	0

Tutoring Sessions by Grade Level	All
Adult	2
College - Intro	209

Skill Center Usage By Subject	All	Student Center	College Center	Career Center
Adult Services - GED	1	0	1	0
English - High School	1	0	1	0
English - Writing	2	0	2	0
Math - Algebra	22	0	22	0
Math - Algebra II	1	0	1	0

Tutor.com Report continued	1	0	1	0
Math – Elementary				
Math - Middle Grades	12	0	12	0
Science - Biology	3	0	3	0
Science - Chemistry	19	0	19	0
Social Studies - Middle Grades	1	0	1	0
Standardized Test Preparation - Other Tests	1	0	1	0

<b>Tutoring Sessions Feedback: Yes Responses to Yes/No Questions</b>	<b>All</b>	<b>Student Center</b>	<b>College Center</b>	<b>Career Center</b>
Are you glad your organization offers this service?	100%		100%	
Would you recommend this service to a friend?	98%		98%	
Is this service helping you complete your homework assignments?	98%		98%	
Is this service helping you improve your grades?	96%		96%	
Is this service helping you be more confident about your school work?	97%		97%	

<b>Total Students Served by Location</b>	<b>All</b>	<b>Student Center</b>	<b>College Center</b>	<b>Career Center</b>
Big Bend Community College	22			
Big Bend Community College - Remote Access	220			

<b>Usage by Location</b>	<b>All</b>	<b>Student Center</b>	<b>College Center</b>	<b>Career Center</b>
Big Bend Community College: Tutoring Sessions Served	16	0	16	0
Big Bend Community College - Remote Access: Tutoring Sessions Served	195	0	193	2
Big Bend Community College - Remote Access: Skills Center Sessions Served	25	0	25	0
Big Bend Community College: Skills Center Sessions Served	6	0	6	0

<b>Tutoring Sessions Served by Location</b>	<b>All</b>	<b>Student Center</b>	<b>College Center</b>	<b>Career Center</b>
Big Bend Community College: Total Minutes	275	0	275	0
Big Bend Community College - Remote Access: Total Minutes	4805	0	4755	50
Big Bend Community College: Average Session Length	17.22	0	17.22	0
Big Bend Community College - Remote Access: Average Session Length	24.64	0	24.64	25.05

<b>Tutoring Sessions by Subject by Location</b>	<b>All</b>	<b>Student Center</b>	<b>College Center</b>	<b>Career Center</b>
Big Bend Community College: English - Grammar	3	0	3	0
Big Bend Community College: English - Writing Center	1	0	1	0
Big Bend Community College: Math - Algebra	4	0	4	0
Big Bend Community College: Science - Chemistry	8	0	8	0
Big Bend Community College - Remote Access: Career Help	2	0	0	2
Big Bend Community College - Remote Access: English - Grammar	17	0	17	0
Big Bend Community College - Remote Access: English - Literature	15	0	15	0
Big Bend Community College - Remote Access: English - Writing Center	15	0	15	0
Big Bend Community College - Remote Access: Math - Algebra	95	0	95	0
Big Bend Community College - Remote Access: Math - Algebra II	15	0	15	0
Big Bend Community College - Remote Access: Math - Basic Math	2	0	2	0
Big Bend Community College - Remote Access: Proof Point	11	0	11	0
Big Bend Community College - Remote Access: Science - Chemistry	22	0	22	0
Big Bend Community College - Remote Access: Social Studies	1	0	1	0

## Tutor.com Report continued

<b>Tutoring Sessions by Grade Level by Location</b>		<b>All</b>		
Big Bend Community College: College - Intro		<b>16</b>		
Big Bend Community College - Remote Access: Adult		<b>2</b>		
Big Bend Community College - Remote Access: College - Intro		<b>193</b>		

<b>Skill Center Usage By Subject by Location</b>		<b>All</b>	<b>Student Center</b>	<b>College Center</b>	<b>Career Center</b>
Big Bend Community College: Adult Services - GED		1	0	1	0
Big Bend Community College: English - Writing		1	0	1	0
Big Bend Community College: Math - Algebra		3	0	3	0
Big Bend Community College: Math - Algebra II		1	0	1	0
Big Bend Community College: Math - Middle Grades		1	0	1	0
Big Bend Community College: Science - Chemistry		1	0	1	0
Big Bend Community College - Remote Access: English - High School		1	0	1	0
Big Bend Community College - Remote Access: English - Writing		1	0	1	0
Big Bend Community College - Remote Access: Math - Algebra		19	0	19	0
Big Bend Community College - Remote Access: Math - Elementary		1	0	1	0
Big Bend Community College - Remote Access: Math - Middle Grades		11	0	11	0
Big Bend Community College - Remote Access: Science - Biology		3	0	3	0
Big Bend Community College - Remote Access: Science - Chemistry		18	0	18	0
Big Bend Community College - Remote Access: Social Studies - Middle Grades		1	0	1	0
Big Bend Community College - Remote Access: Standardized Test Preparation - Other Tests		1	0	1	0

<b>Tutoring Sessions Feedback by Location : Yes Responses to Yes/No Questions</b>		<b>All</b>	<b>Student Center</b>	<b>College Center</b>	<b>Career Center</b>
Big Bend Community College: Are you glad your organization offers this service?		100%		100%	
Big Bend Community College: Would you recommend this service to a friend?		83%		83%	
Big Bend Community College: Is this service helping you complete your homework assignments?		100%		100%	
Big Bend Community College: Is this service helping you improve your grades?		100%		100%	
Big Bend Community College: Is this service helping you be more confident about your school work?		80%		80%	
Big Bend Community College - Remote Access: Are you glad your organization offers this service?		100%		100%	
Big Bend Community College - Remote Access: Would you recommend this service to a friend?		100%		100%	
Big Bend Community College - Remote Access: Is this service helping you complete your homework assignments?		98%		98%	
Big Bend Community College - Remote Access: Is this service helping you improve your grades?		95%		95%	

## **Student Achievement/Persistence**

### **Trio-Student Support Services/Student Persistence**

#### **Enrollment:**

Students who have completed an Intake/Program Plan plus checked- in with staff three or more times this quarter.

Trio-Student Support Services: 196 ...(target number for the SSS Grant for full enrollment is 186)

Student Persistence: 198

**Total: 394 students** (102 more students than served at this time last year)

#### **Activities:**

112 students attended our two Trio Viking Seminars this month

Cash for College-“How to get it and how to keep it”

Presenter: Andre Guzman- Dir. of Financial Aid

Rita Delgado- Fin. Aid Advisor

Mysteries of Transfer –“Everything you have wanted to know and more about transferring to a four year university”

Presenter: Max Heinzmann, Counselor

Two Remaining Viking Seminars scheduled for winter quarter are:

Scholarships Part I- “How to find them and How to Apply”-Feb. 17th

Presenters: Rita Delgado-Fin. Aid Advisor

Jerry Workman- Dir. of Trio-SSS

Scholarships Part II- “How to write your Personal Statement and Academic Resume”

Feb. 18th

Presenter: Jerry Workman-Director Trio-SSS

Students/staff are making plans to celebrate National Trio-Day scheduled on Thursday, Feb. 25<sup>th</sup>- the theme is: “Giving back to your community.” Twenty-five Trio/Persistence students will be having lunch with the Senior Citizens at Moses Lake Senior Living Community. Also, in an informal, but fun gathering in the SSS-Trio lab, from 1-3:00 pm, academic awards will be presented to students who made the President’s/or Vice President’s list fall quarter.

102 Trio students/84 Persistence students will receive awards. (Cake, coffee and punch will be served. All BBCC staff/program participates will be invited).

### **Opportunity Grant**

The Opportunity Grant provides educational access and support for low-income adults to progress further and faster along demand career pathways. This allows students previously underserved by traditional student support services to successfully ascend career ladders in the following fields:

Accounting, Aviation Maintenance Technology, Business Medical, CDL I-BEST  
Child & Family Education, Industrial Electrical Technology, Maintenance



Mechanic Technology, Medical Assistant, Nursing, Office Information  
Technology, Welding

For participating students, the Opportunity Grant may cover a significant portion of educational need including: tuition, fees, books, and supplies. Opportunity Grant students can attend personal and professional development workshops in subjects such as financial management and test taking strategies. Each student meets directly with the Opportunity Grant Director and/or Opportunity Grant Assistant who develops an individualized success strategy and advocates for them to help remove barriers that impact their educational progress.

The Opportunity Grant currently has 101 students enrolled in grant eligible programs:

Medical Assistant- 22	Maintenance Mechanic Technology- 7
Business Medical- 9	Office Information Technology- 10
Nursing- 5	CDL-IBEST- 5
Early Childhood Education- 9	Accounting- 8
Welding- 10	Aviation Maintenance Technology- 3
Industrial Electrical Technology- 13	

Current FTE's for this fiscal year

Summer- 30

Fall- 25.3

Winter- 30.26

Total- 85.56

Total FTE Grant requirements for the year is 77.

**Academic Master Plan**

The Access 2010 report will be presented to the Board at the April meeting.

## BIG BEND COMMUNITY COLLEGE

Date: 3/02/10

### ITEM #3 CONSENT AGENDA (for information)

#### c. Accreditation

#### **BACKGROUND:**

The annual meeting of the Northwest Commission on Colleges and Universities was held at SeaTac on Thursday, February 18, 2010. The agenda included presentations on accreditation from a national perspective and the challenges to our mission in these tough economic times.

The next day a workshop was held for all colleges who have scheduled reports under the new standards and the associated 7-year schedule, due in 2011 and/or 2012. BBCC has reports due in both years. Beginning in 2011, the college is expected to produce a first year report that will consist of a description of the efforts the college makes to establish its mission, reflective of the wishes and desires of its community and the board, and within the capabilities of its budget. More than just a list of descriptors, the document must show how the mission is interpreted in college structure and effort. The assessment structure of the college must be designed to demonstrate what acceptable accomplishment of mission components looks like (mission fulfillment), and have the observation mechanisms in place to verify that the best paths to success are inherent in the operation of the college.

The mission gives rise to “Core Themes”, principles derived from the mission that carry through the programs and services of the college, not something unique to a particular program or service.

Under the old standards and 10-year schedule, the college would devote 24 months to an exhaustive self-study covering the details of each of 9 standards. In this new scheme, the 7-year cycle, we will produce a year one report i.e., the first year report noted above which addresses Standard One, Mission, Core Themes, and Expectations. Two years later (year three), a second report is due which addresses Standard 2, Resources and Capacity, building upon the first report we also respond to 47 new components. This report concludes with a two-person visit from the Commission. Two years after that (year five), a third report again builds upon the first two, with appropriate adjustments to those earlier reports. The focus here in Standard 3 – Planning and Implementation, and Standard 4 – Effectiveness and Improvement, is the detail of how we operate with planning and assessment.

Two years later (year seven), another report (the final one of the cycle) is due; this one focuses on Standard 5 – Mission Fulfillment, Adaptation, and Sustainability. The report updates information as necessary in the reports for the first four standards as well as “...demonstrates a capability to adapt as necessary its (BBCC’s) mission, core themes, programs, and services to accommodate changing and emerging needs, trends, and

influences to ensure enduring institutional relevancy, productivity, viability, and sustainability.” This report concludes with a full team visit from the Commission.

Moving to the 7-year schedule involves some manipulation of the timing of the reports so that the process uniformly spreads out the many institutions that make up the NWCCU. By luck of the draw we will face the challenge of an all Standards report and visit in 2012. We will begin to address both the year one report and the all standards report with the start of the summer 2010 session. You can expect your reports on Accreditation and Assessment from that point on to contain updates on our progress in addressing the standards and our preparation for a visit from the Commission in 2012.

Prepared by President Bonaudi, Ms. Valerie Kirkwood, Dean of Research & Planning.

**RECOMMENDATION:**  
None.

## BIG BEND COMMUNITY COLLEGE

Date: 3/02/10

### ITEM #3 CONSENT AGENDA (for information)

#### d. Assessment Update

#### **BACKGROUND:**

During this year's collection of assessment data we noticed inconsistencies regarding how we collect data from the departments and how each department understood their assessment responsibilities. We determined that the best course of action was to have a centralized location which faculty could use to seek information and feedback about assessment, submit assessment paperwork, and review other departments' documentation of their assessment process. The site (<https://port.bigbend.edu/reportcenter/EdAssess/default.aspx>) will go live on February 19, and will contain a discussion board for faculty, a document library, and a calendar which clarifies deadlines for upcoming assessment obligations.

Prepared by President Bonaudi and Ms. Valerie Kirkwood, Dean of Research & Planning.

#### **RECOMMENDATION:**

None

## BIG BEND COMMUNITY COLLEGE

Date: 3/02/10

### ITEM #3: CONSENT AGENDA (for information)

- e. Capital Project Update

#### BACKGROUND:

**Auditorium Remodel – Building 1400:** The project is approximately 80% complete. There was about a week lost for removal of asbestos piping. The project timeline now shows a completion date of March 5, 2010. The painting has been done, the ceiling grid is being installed this week and data wiring is in its final stages. Floor leveling and carpet installation will be done next week along with the casework.

#### Old Developments/Background:

**1/12/10** Gobi Construction LLC, the second lowest bidder, withdrew its bid. The third lowest bidder said they could not get the required bond amount at this time. They had taken on other projects since the original award. The fourth lowest bidder is Halme Builders, Inc. of Davenport. The bid amount was \$254,000, plus sales tax of \$20,066 and a contingency amount of \$27,406.60 for a total of \$301,472.60. A contract was awarded to Halme Builders, Inc. on November 13, 2009, followed by the Notice to Proceed on December 3, 2009. A crew came in on December 3, 2009 and started the asbestos abatement. The project timeline shows a completion date of February 24, 2010.

**11/17/09** The low bidder, Straightline Construction & Remodeling, LLC, was not able to get its bonding and insurance requirements in place within 15 days as required by our contract. Our project manager let them know that the project was being awarded to the second low bidder. Straightline Construction & Remodeling LLC responded by filing an appeal with General Administration (GA). GA extended the time to get the necessary documentation submitted by 2 days. The next day the low bidder officially withdrew their bid for the auditorium remodel. A contract was awarded to Gobi Construction LLC of Bellevue on October 21, 2009. The bid amount was \$227,000, plus sales tax of \$17,933 and a contingency amount of \$24,493.30 for a total of \$269,426.30. We do not have the date for the Notice to Proceed yet, but we are hoping it will be by mid November.

**10/20/09** The bid advertisement was released on August 24, 2009. There was a pre-bid walk-through on September 9, 2009. Attendance at the walk-through was encouraged, but not mandatory. The bids were opened at 11:00 A.M. on September 23, 2009; there were eight bids. The contract was awarded to Straightline Construction & Remodeling, LLC of Woodinville. The bid amount was \$164,000.00, plus sales tax of \$12,956.00 and a contingency amount of \$17,695.60 for a total of \$194,651.60. The contract was awarded on October 1, 2009. We do not have the date for the Notice to Proceed yet, but we are hoping it will be by mid October.

**9-8-09** Department of Corrections will not be able to do the asbestos abatement and demolition work after all. Our architect, Bernardo Wills, is adjusting the bid packet to include this work. Construction is expected to start in October.

**8-4-09** The drawings for the remodel are complete and Grant Counts has approved the permit. A Department of Corrections crew is tentatively scheduled to arrive on August 24 for asbestos abatement and demolition work. Our architect, Bernardo Wills, is preparing the bid packet. Construction is expected to start in September and be completed in December.

**7-7-09** We are continuing to work with our architect, Bernardo Wills, on the drawings which should be finished by June 30. The project will then be advertised for bids. Construction is expected to start in August and be completed in December.

**5-19-09** Our architect, Bernardo Wills, is completing drawings which should be finished by June 15<sup>th</sup>. The project will then be advertised for bids. Construction is expected to start in August and be completed in December.

**4-14-09** Funding from facility repairs is provided to replace the damaged plaster ceiling and lighting in the auditorium. Additional minor improvement funding will be used to convert the space to a Business Office and other offices for tutoring and advising in an effort to provide better access for our students. Our architect, Bernardo Wills, is completing drawings which should be finished by June 15<sup>th</sup>. The project will then be advertised for bids. Construction is expected to start in August and be completed in December.

# BIG BEND COMMUNITY COLLEGE

Date: 3/02/10

## ITEM #3: CONSENT AGENDA (for information)

### f. Human Resources Report

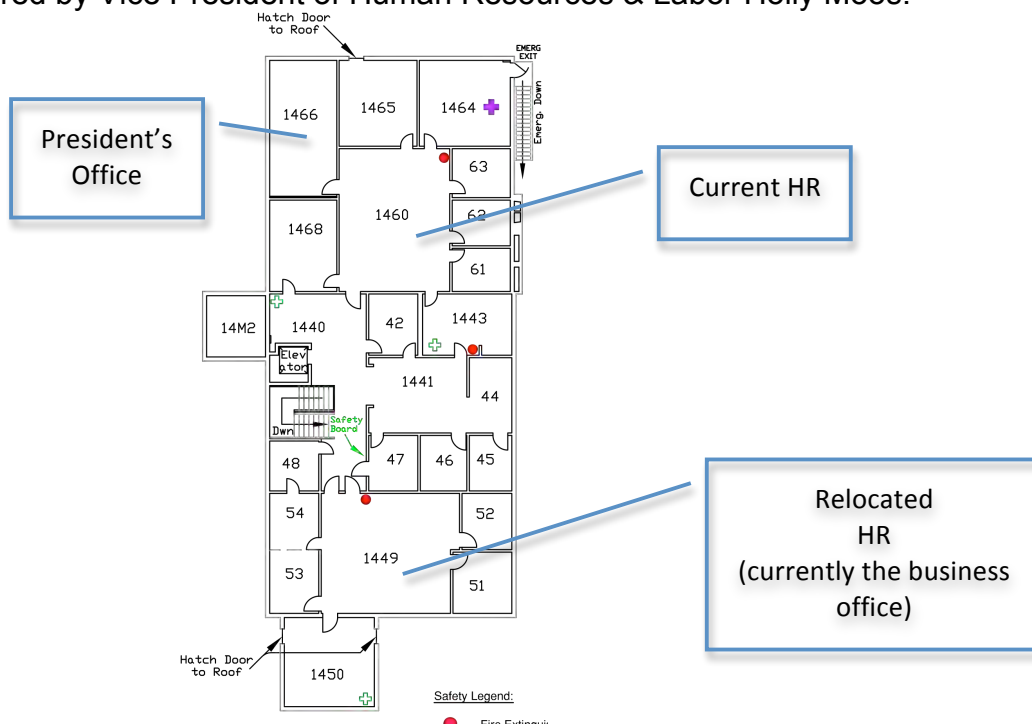
#### BACKGROUND:

The review of applications for the position of Vice President for Instruction/Student Services started in mid-February. Administrators, faculty and classified staff are on the committee.

Negotiations continue with the faculty association. Since this is the first time all articles of the contract have been reviewed or negotiated since 2003, the process is taking longer than usual.

Sometime in March the Human Resources Office will move down the hall to the former business office area. We will have H.R. and Payroll located together, which will facilitate sharing information and files much easier. We are feel the move will provide more confidentiality for employees when coming to HR or Payroll for questions or concerns.

Prepared by Vice President of Human Resources & Labor Holly Moos.



#### RECOMMENDATIONS:

None

**BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

**ITEM #3:** CONSENT AGENDA (for information)

g. Enrollment Report

**BACKGROUND:**

The tuition amount budgeted for 2009-2010 is \$3,108,514. As of January 31, 2010 we have collected \$2,421,418 or 77.9% of the budgeted amount. As of January 31, 2009 we had collected \$2,031,702 or 70.6%.

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**TUITION COLLECTION REPORT**

As of January 31, 2010 and January 31, 2009

	<u>2009-10</u>	<u>2008-09</u>
Annual Budget	\$3,108,514	\$2,876,000
Total Collections as of 11/30/09	\$2,421,418	\$2,031,702
As a % of annual budget	77.9%	70.6%
Left to collect to meet budget target	\$687,096	\$844,298

Prepared by Associate Vice President of Student Services Candy Lacher and  
Director of Business Services Charlene Rios.



The winter quarter tenth day enrollment report and the enrollment report as of Wednesday, February 10 are included for your information. We continue to exceed our FTE funded level target enrollment. Our headcount in Winter 2010 is higher for each student status category (continuing, former, new and transfer) than Winter 2009.

## WINTER 10TH DAY ENROLLMENT REPORT HEADCOUNTS

	<u>WINTER 2010</u>	<u>WINTER 2009</u>	<u>WINTER 2008</u>	<u>WINTER 2007</u>	<u>WINTER 2006</u>	<u>WINTER 2005</u>	<u>WINTER 2004</u>
<u>ETHNIC ORIGIN</u>							
Amer. Indian/Alaska Ntv	33	47	34	33	39	31	35
Asian/Pacific Islander	32	28	36	33	31	20	32
Black	38	33	26	20	24	27	20
Hispanic	717	585	527	433	436	498	411
White	1,332	1,205	1,179	1,232	1,261	1,399	1,538
Other/Unknown	138	117	137	145	84	83	82
<u>SEX</u>							
Female	1,328	1,160	1,130	1,086	1,057	1,167	1,167
Male	942	829	793	771	799	879	941
Not Coded	20	26	16	39	19	12	10
<u>STUDENT STATUS</u>							
Continuing	1,785	1,579	1,521	1,515	1,460	1,611	1,632
Former	262	240	212	214	251	252	296
New	202	161	179	133	121	163	135
Transfer	41	35	27	34	43	32	55
<b>TOTAL HEADCOUNT</b>	<b>2,290</b>	<b>2,015</b>	<b>1,939</b>	<b>1,896</b>	<b>1,875</b>	<b>2,058</b>	<b>2,118</b>
Running Start	139	146	146	135	122	118	127
International	2	4	3	1	2	3	4
<b>STATE FUNDED FTES</b>							
ABE/ESL	118.8	72.0	32.0	16.3	56.2	56.9	35.6
Academic	917.1	770.5	717.1	733.2	735.3	804.7	799.9
Occupational	611.9	580.6	566.3	551.4	501.4	535.8	597.6
<b>TOTAL STATE FTES</b>	<b>1647.8</b>	<b>1423.1</b>	<b>1315.4</b>	<b>1300.9</b>	<b>1292.9</b>	<b>1,397.4</b>	<b>1,433.1</b>

# F.T.E. REPORT

2/10/2010

	<b>ANNUALIZED <u>FTEs</u></b>
<b>1st year (08-09)</b>	
SUMMER	115.2
FALL	533.0
WINTER	560.6
SPRING	<u>489.9</u>
<i>Total</i>	<i>1698.7</i>
<b>2nd year (09-10)</b>	
SUMMER	115.8
FALL	589.4
WINTER	589.5
SPRING	
<i>Total</i>	<i>1294.7</i>
<b>TOTAL</b>	<b><u>2993.4</u></b>
1st year Target (includes 53 Workforce)	1676
2nd year Target (includes 53 Workforce)	<u>1686</u>
<b><i>Two-year Target Total</i></b>	<b>3362</b>
<b>SBCTC 2-year rolling enrollment count</b>	
Past year + current year actual FTE	2993.4
Past year + current year allocation	3362.0
% of allocation target attained to date	89.0%
Add'l FTEs to meet minimum 96%	234.1
Add'l FTEs to meet target 100%	368.6
FTEs over target - 1st year	22.7

## **BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

### **ITEM #3**      CONSENT AGENDA (for action)

#### h.      Business Information Management

#### **BACKGROUND:**

Office Information Technology (OIT) Instructor Daneen Berry-Guerin has proposed changing the structure and program name for OIT. New classes are being added to this program to support medical, administrative and office technology information for students. The proposed name, Business Information Management, reflects the updated program and is in alignment with comparable programs at other community and technical colleges.

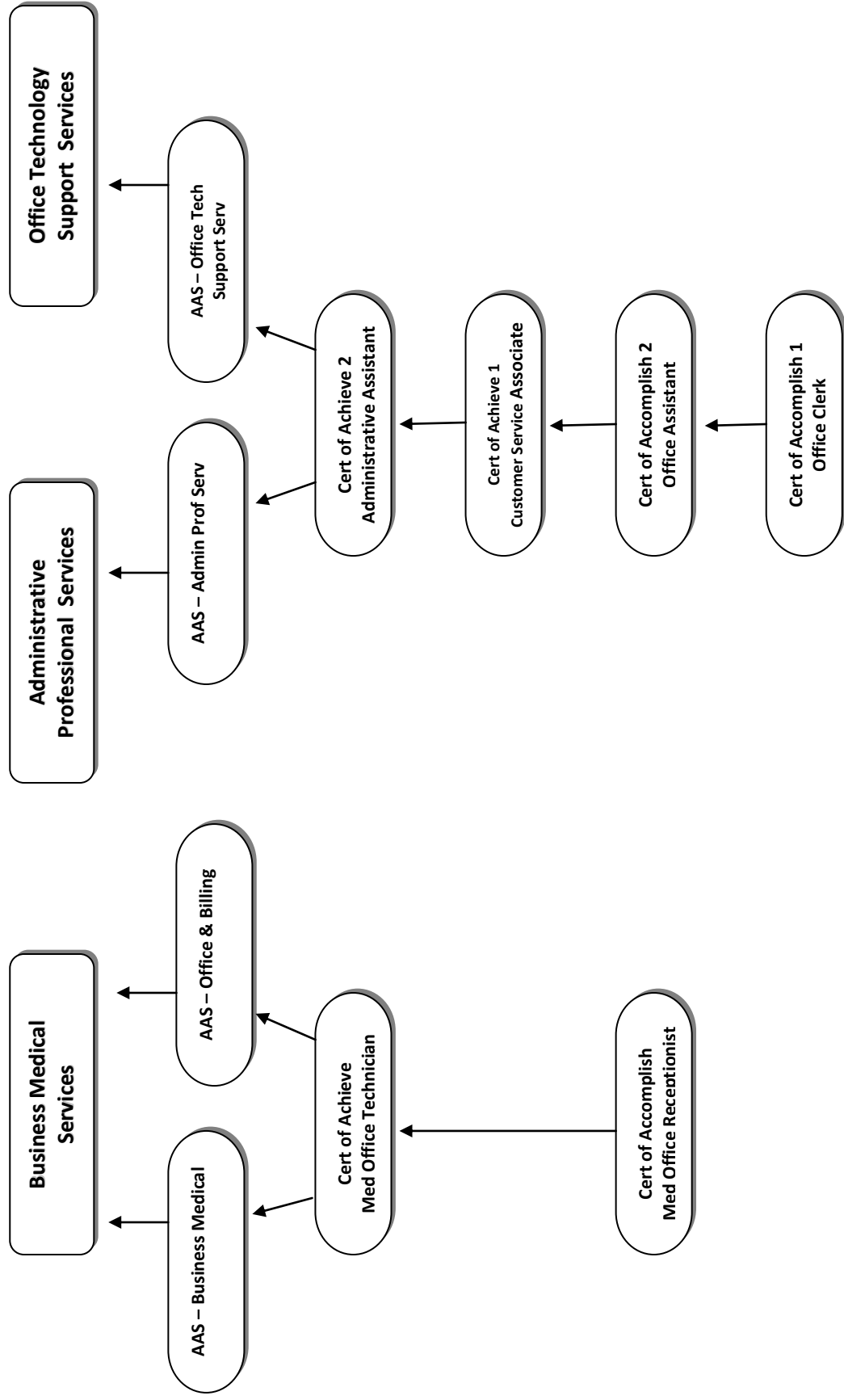
Instructional Council and the President's Cabinet have reviewed and approved this request.

Prepared by President Bonaudi and VP Mike Lang.

#### **RECOMMENDATION:**

None

# Business Information Management



## **BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

### **ITEM #3** CONSENT AGENDA (for action)

- i. Industrial Systems Technology

#### **BACKGROUND:**

Following approval by the Board of Trustees of President Bonaudi's recommendation January 25, 2005, Dean Clyde Rasmussen has been working with the Industrial Electrical Technology and Maintenance Mechanic Technology Advisory Committee and Instructors to combine the two programs into the Industrial Systems Technology Program. Currently there are ten courses that fit both programs. The programs have the same Advisory Committee members and the Instructors often assist each other. Center pivot irrigation and customer service classes may be added to this program in the future.

Instructional Council and the President's Cabinet have reviewed and approved this request.

Prepared by President Bonaudi and VP Mike Lang.

#### **RECOMMENDATION:**

None

## Excerpted from 1/25/05 Board Meeting Minutes

### 7. Program Reviews

President Bonaudi said the Program Reviews were conducted in compliance with Article XXIII of the *Negotiated Agreement* and restated the right of the Board to receive and review the recommendation(s) of the President and of the Program Review Committee(s). Very often when this action is initiated it can result in a downsizing of a program, however, this is not the intent or direction of this report to the Board. President Bonaudi said the *Negotiated Agreement* calls for program reviews to be done in 60 days and he noted that this is quite a challenge to accomplish.

The Engineering/Computer Assisted Drawing (CAD) Program is one of two programs that were reviewed. VP Lang said when the program instructor, Edith Hansen, retired last spring we took the occasion to review enrollment in the program. The first year program showed low enrollment from previous quarters and a lack of students moving from the first to the second year program. This information pointed to a need to look more closely at the viability of this program.

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The Faculty Association President was notified of the intent to put this program on Program Review and then a committee was appointed. The committee reviewed the program statistics and talked with the program advisory committee. It was determined they did not have enough information to make a recommendation and so are recommending that a second review be done, starting winter quarter. The committee prepared a survey and sent it out to employers in the area in an effort to find out what job opportunities are available and what kind of training is needed for entry level employment. This survey went out one week ago and the committee has received about 15 returns already. VP Turner said he hopes to come back to the Board within the allotted 60 day timeframe with a firm recommendation.

**MOTION 05-03:** Cecilia DeLuna-Gaeta moved to accept the Program Review report for the Engineering/CAD Program without further action at this time. Katherine Kenison seconded the motion, and the motion carried.

VP Lang said the other program identified for review is the Maintenance Mechanics Technology (MMT) Program. The committee's first recommendation is to set an "average enrollment number for the program." Dean Larson will work with the instructor and advisory committee to set this number.

*President's Recommendation: President Bonaudi agreed with the recommendation and would encourage the efforts to identify a minimum program number to fully define what is being measured and when that measure is to be taken. The measure should include both numbers of students enrolled and the credits they generate i.e., the FTE. A minimum program number cannot fail to take both factors into consideration, particularly the numbers of students since Article XIV D of the Negotiated Agreement sets a minimum class size. President Bonaudi also added a note of urgency in this calculation as the next recommendation calls for a marketing and recruiting plan to be completed by a specific date. We need to set the minimum program number no later than this date.*

VP Turner said the committee uses the term “average enrollment number” and the President’s recommendation states “a minimum number.” VP Lang said the average number is set first and then the minimum number is set.

VP Lang said the second committee recommendation is for greater recruiting efforts to be made with the local high schools and industry, which should involve working with BBCC counselors and advisors as well as the various industry representatives. The Public Information Officer should be consulted to produce a marketing and recruiting plan. VP Lang said we need to meet the minimum class size by fall 2006, which is a minimum of ten students in each class. The committee was very impressed with the advisory committee membership for MMT and with the fact that they are very aware of the curriculum and that it meets industry standards.

*President’s Recommendation: President Bonaudi believes this is a critical part of the committee recommendation but that it fails to acknowledge the workload issue. “My recommendation is to follow precedent and provide release time to the tenured faculty member equivalent to 0.5 FTEF for the spring quarter of this academic year to provide time to develop and implement a recruiting plan.*

*Then recruiting for the program without any released time would continue through the 2004-05 academic year and allow time through the spring quarter of 2006 to demonstrate sufficient student enrollment, (F-05, W-06, S-06). If by the end of the spring quarter of 2006, the*

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*enrollment for MMT is less than the minimum set for the program, then the program would be placed on review again, this time with the likelihood of program elimination.”*

President Bonaudi said he fully supports the recruiting portion of the committee’s recommendation.

VP Lang said the committee opted not to recommend combining the MMT program with the Industrial Electrical Technology (IET) program until the program numbers increase. Also, part of the proposal would add a Communication option. The committee advised that an additional program option should not be included at this time.

*President Recommendation: This is a committee recommendation that should be re-examined as the two programs were once one program and combining the programs could be accomplished without adding another option. This might provide better efficiency in the use of instructors with both working on the recruiting efforts.*

*President Bonaudi’s recommendation here is for the Dean of Professional/Technical Education to work with both the IET and MMT faculty and the associated occupational advisory committees to produce a detailed proposal for combining the programs, if indeed this seems appropriate. This would then need to go before the Instructional Council and Cabinet and receive their respective approvals before such a change would be brought before the Board for your approval.*

VP Lang said other observations note that there are positions available in the community for MMT graduates and business representatives advise that employees need training in both MMT & IET. Entry level wages are reported as being above minimum wage.

VP Lang added that there are nine courses common to both programs and they could be scheduled to combine the students from each program in these classes. The institution has a responsibility to collect data about job opportunities, training needs and the most efficient times to offer these courses. A survey has been developed, which is almost ready to mail out.

Dean Larson said this review has been very constructive and has provided an opportunity to look at variables that affect enrollment. The recruiting can and already has been enhanced; enrollment has already increased due perhaps to the efforts of the instructor and the advisory group. Dean Larson said Bill Autry, MMT Instructor, and Steve Matern, IET Instructor, have done a great job in keeping the advisory group apprised of all the information they need.

Mr. Matern read a letter to the Board from Bill Autry wherein he explained his absence was due to a family illness but that he would be glad to respond to Board inquiries, should there be any, at a later date. He expressed his appreciation to Mr. Matern for his assistance in representing him at the meeting. He also thanked all those that had a part in the review process for their diligence and support. He said he believes that the MMT program is important to this community, relevant to industry, valuable to our graduates, and has bettered the careers and lives of our students.

Mr. Matern commented that both programs have common interests and that working with the Deans and the PIO will certainly increase public awareness. He also noted that his research shows that the pay scales for former MMT/IET students are as high as \$23/hour and the journeyman wage is \$24+/hour, so this is a high level career field to get into.

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Chuck Cox, Industrial Technology Division Chair, was also involved in the review process. He said the process was a very thorough review. Mike O'Konek said Mr. Cox was on both committees and thanked him for his participation, as it was very valuable.

Mr. Ramon said he did not see a minimum number specified and agreed that the President's recommendation should be followed in this area and to direct the administration and faculty to work toward setting a number that would set the program in order.

Mr. Holloway asked if the review committee had any adverse feelings regarding the President's recommendation. VP Lang said he agreed with the President's recommendations as does Dean Larson. Mr. Cox said he was very comfortable with the President's recommendation and Mr. O'Konek said the review committee's recommendations are strengthened by the President's recommendation, which gives more direction.

Mrs. DeLuna-Gaeta asked if MMT program enrollment has increased since the review and, if so, why? Dean Larson said the enrollment has increased over fall quarter in part because the advisory group has encouraged their employees to get into these classes and also due in part to the recent employee layoff at Simplot.

Mr. Blakely asked if the downtrend in economic times would have an impact on enrollment since companies may not want to spend money to send employees to class at



this time. VP Lang said the economy may have affected the number of jobs available, which would also affect enrollment.

Mr. Ramon asked if the advisory group is willing to act as recruiters for new students and are they available for hiring these same students at a later date. VP Lang confirmed that members of the advisory group have indeed offered to assist in these areas.

**MOTION 05-04:** Mike Blakely moved to accept the President's recommendations for the MMT Program Review. Felix Ramon seconded the motion with the provision to set minimum enrollment standards to go back to the review committee, and the motion carried.

## **BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

**ITEM #5:** Exceptional Faculty Award Recommendations (for action)

### **BACKGROUND:**

The Exceptional Faculty Awards Committee is pleased to recommend the following awards:

Dr. Ryann Leonard, Criminal Justice and Psychology Instructor applied for an award (\$1,000) to attend the American Psychology-Law Society Conference in Vancouver, Canada. The committee supports this award.

Dr. Jim Hamm, Math & Science Instructor, applied for an award (\$2,000) to attend the American Association of Physics Teachers (AAPT) in Portland, Oregon July 17-21, 2010. He would also like to attend the Astronomical Society of the Pacific meeting called "Cosmos in the Classroom" in Boulder, Colorado August 2-4, 2010. Dr. Hamm stated both conferences focus on teaching in the classroom and feature leading experts in the physics and astronomy fields. The committee supports this award.

Ms. Julia Berry, Psychology Instructor, applied for an award (\$2,000) to attend two conferences at which she will be presenting her thesis. The Society for Industrial and Organizational Psychology (SIOP) will be held in Atlanta, Georgia April 7-10, 2010. The American Psychological Association (APA) Convention will be held in San Diego, California August 12-15, 2010. The committee supports this award.

The Exceptional Faculty Awards Endowment is managed by the BBCC Foundation. The value of the fund is approximately \$240,000. Most of the endowment is invested in certificates of deposit. The fund was established in 1992. The Foundation increases the fund by providing private money to match state funding set aside for Exceptional Faculty Awards Program. This fund is particularly valuable to faculty during this time of budget difficulties. An out-of-state travel restriction has been placed on state funds per EHSB 2921.

Prepared by the President's Office and the Exceptional Faculty Awards Committee.

### **RECOMMENDATION:**

President Bonaudi and VP Lang recommend approval of the Exceptional Faculty Awards for Dr. Ryann Leonard, Dr. Jim Hamm and Ms. Julia Berry.



February 15, 2010

Dear President Bonaudi,

The Exceptional Faculty Award committee is pleased to present three EFA applications for your consideration. The committee believes each plan fits the guidelines and spirit of the awards. Each activity may add dimension and quality to our instructional offerings, as well as personal growth, expertise, and inspiration for our esteemed instructors.

Ryann Leonard is asking for an award that she may attend the American Psychology – Law Society Conference in Vancouver Canada. The committee believes her attendance and participation will add new dimensions to her field of expertise. We believe Ms. Leonard’s travel to be a very cost-effective method to stay connected to the Psychological professional community and ultimately bring new ideas to the classroom. We fully support her endeavor.

Jim Hamm has applied for an award so he may attend two national meetings, one involving Physics teachers (American Association of Physics Teachers) and the other, Astronomy (Astronomical Society of the Pacific.) Both of these meetings offer workshops revolving around the teaching of Physics and Astronomy. Dr. Hamm will have the opportunity to network with fellow instructors of these sciences and hear from some of the leading experts within their respective fields. For an instructor of Physics, what could be more stimulating than to be a part of a conference designed to bring the world of science to the common lay person? The committee is inspired by Dr. Hamm’s plans and wholeheartedly supports his attendance of both meetings.

Julia Berry desires an award to travel to two separate conferences. First, she would like to attend the SIOP (Society for Industrial & Organizational Psychology) National Conference in Atlanta in April, where she will be doing a presentation and attending sessions related to her field of Psychology. Secondly, she wishes to present her thesis at the APA (American Psychological Association) convention in San Diego this summer. To attend, participate, and present in these conferences will give Ms. Berry invaluable insight within her field. We applaud her energy and willingness to put herself out there and become an integral colleague within her discipline.

We have included copies of the applications and other materials for your convenience. We look forward to your recommendations and, ultimately, the Board’s consideration.

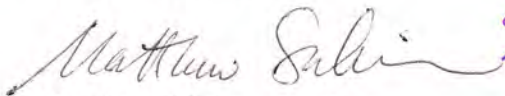
Although travel budgets are lean, it is refreshing to realize that funding for these exceptional projects are not completely hopeless. The foresight of our benefactors and our board make the

seemingly impossible, possible. The EFA committee is honored to be a part of this process and wish to thank you, President Bonaudi, the Foundation, and the Board of Trustees, for your support, trust and guidance.

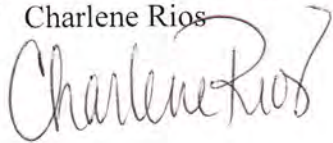
Thank you.

Sincerely,

Matthew Sullivan



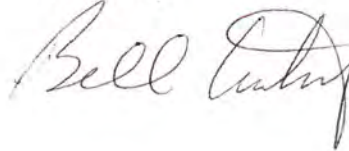
Charlene Rios



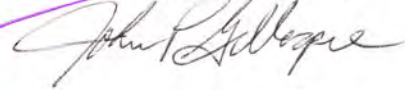
Dennis Knepp



Bill Autry



John Gillespie



**BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

**ITEM #6:** Probationary/Tenure Reviews (for action)

**BACKGROUND:**

The Board will consider probationary faculty contract renewal for the following faculty.

<b>Faculty Member</b>	<b>Position</b>	<b>Current Status</b>
Julia Berry	Psychology Instructor	1 <sup>st</sup> probationary year
Mercedes Gonzalez-Aller	Nursing Instructor	1 <sup>st</sup> probationary year
Richard Wynder	Automotive Instructor	1 <sup>st</sup> probationary year
Jerry Wright	Industrial/Electrical Instructor	1 <sup>st</sup> probationary year
Scott Richeson	Sociology Instructor	2nd probationary year
Sonja Farag	Mathematics Instructor	2nd probationary year
Tyler Wallace	Mathematics Instructor	2nd probationary year

The Board will also consider granting tenure to the following faculty:

Salah Abed	Mathematics Instructor	3rd probationary year
Guillermo Garza	Commercial Driver's License Instructor	3rd probationary year
Jennifer Brooks	Nursing Instructor	3rd probationary year
Gordon Kaupp	Welding Instructor	3rd probationary year

Prepared Vice President of Student Services and Instruction Mike Lang.

**RECOMMENDATION:**

## **BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

**ITEM #7:** Indemnification of Employees (for action)

### **BACKGROUND:**

From time to time college personnel are involved in litigation in the normal course of their duties. When these instances occur the board must take formal action to indemnify the involved personnel, thus providing representation of each by the Attorney General of the state.

Prepared by the President's Office.

### **RECOMMENDATION:**

President Bonaudi recommends indemnification.

**BIG BEND COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
RESOLUTION AUTHORIZING INDEMNIFICATION  
No. 10-1**

WHEREAS, a legal action as designated below has been commenced involving this institution of higher education; and

WHEREAS, the trustees, officers, employees or agents of the institution designated below have requested the Board to authorize their defense under RCW 28B.10.842; and

WHEREAS, the Board has made a determination that such designated individuals were acting in performance of their duties and in good faith; Now Therefore,

BE IT RESOLVED that the Board of Trustees hereby specifically finds that the individuals designated below acted within the scope of their authority and in good faith with regard to the conduct alleged by the plaintiff to be wrongful, and the Board specifically authorizes their defense and approves their indemnification by the State pursuant to RCW 28B.10.842.

Done in Open Meeting by the Board this 2<sup>nd</sup> day of March, 2010.

**BIG BEND COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

By: \_\_\_\_\_  
Felix Ramon  
Chair of the Board

**Title of Action:** Lindy Chamberlain v. Big Bend Community College, Danielle Alvarado, Marsha Asay, and Bill Bonaudi

**Cause No:** 10-2-00159-6

**Requests for Defense Approved for:** Danielle Alvarado, Marsha Asay and Bill Bonaudi

I, the below-named Assistant Attorney General assigned to Big Bend Community College, have reviewed the facts and circumstances involving the request for indemnification and I concur in the determination by the Board of Trustees.

Dated this 2<sup>nd</sup> day of March, 2010

\_\_\_\_\_  
Charnelle Bjelkengren, Assistant Attorney General  
Attorney General of Washington

**BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

**ITEM #8**      Assessment of Board Activity (for action)

Northwest Association of Colleges and Universities Standard 2.A Governance

**BACKGROUND:**

This agenda item provides an opportunity for the individual Trustees to report on community contacts they may have made and/or meetings they have attended since the previous Board meeting. This has been implemented as an assessment tool to give the Board a way to definitively measure what is accomplished throughout the year for its next self-evaluation review.

Prepared by the President's Office.

**RECOMMENDATION:**

None.



**BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

**ITEM #9** Next Regularly Scheduled Board Meeting (for action)

**BACKGROUND:**

The next regularly scheduled Board meeting is Tuesday, April 13, 2010, at 1:30 p.m. The Board typically reschedules the April meeting to 7:00 p.m. as one of two regular meetings held at night.

Prepared by the President's Office.

**RECOMMENDATION:**

None.

## **BIG BEND COMMUNITY COLLEGE**

Date: 3/02/10

**ITEM #10:** Miscellaneous (for information)

### **BACKGROUND:**

Following up a report from Trustee Kenison regarding interest expressed by Commissioners of the Port of Hartline, President Bonaudi and Director of Public Information Weis traveled to Hartline on January 21, 2010. The Port had recently acquired the old Hartline High School building and is in the process of investigating projects and support for renovation and use of this historic building.

The commissioners were told of BBCC's involvement with economic development throughout the college district and noted the valuable assistance that can be provided to port districts from the Grant County Economic Development Council. They were all invited to visit the college and the GCEDC. In turn we expressed an interest in being invited to attend any port meetings related to possible development of the project.

We also provided program and service information available to the residents of Hartline from the college and while being treated to a tour of the high school building.

President Bonaudi met with the Washtucna and Lind Superintendents. He will share information from those meetings.

Several Trustees attended the TACTC Winter Conference in Olympia January 24-25. They will comment on the event.

President Bonaudi will deliver the 15<sup>th</sup> annual State of the College address Tuesday, March 30, 2010 at 6:00 p.m.

The National League for Nursing Accrediting Commission evaluators were on campus February 9-10, 2010. During their exit conference they stated they are recommending continuing accreditation and a focused interim report in two years.

The Washington Supreme Court Justices will be on campus May 17-18, 2010. They will interact with staff, faculty, students and community members. They will also hear two cases while they are here.

### **RECOMMENDATION:**

None.