



**March 15, 2023**

**Board of Trustees**

**Regular Meeting 1:30 p.m.**

**Big Bend Community College  
ATEC Building/Masto Conference Center  
7662 Chanute St NE  
Moses Lake, WA**

# **Big Bend Community College District #18**

## **Governing Board:**

**Chair Anna Franz, Vice Chair Juanita Richards,  
Gary Chandler, Bethany Martinez, Amy Parris,**

**President Sara Tweedy**

## **2023 Meeting Schedule**

**Thursday, January 12, 2023 at 1:30 p.m.**

**Wednesday, March 15, 2023, at 1:30 p.m.**

**Thursday, May 4, 2023, at 1:30 p.m.**

**Thursday, June 8, 2023, at 1:30 p.m.**

**Thursday, August 24, 2023, (Retreat)**

**Thursday, October 12, 2023, at 1:30 p.m.**

**Thursday, December 7, 2023, at 1:30 p.m.**

## **Board Goals (adopted October 13, 2022)**

1. Revise the Big Bend Community College's Ends Statements and develop and implement a set of indicators which measure the progress of the institution relative to the revised Ends.
2. Advance equity, diversity, and inclusion by establishing policies and institutional goals supporting operational equity, diversity, and inclusion programs.
3. Ensure effective onboarding and support for trustees as measured by updates to the board onboarding tool and development of a cyclical board calendar of study session topics and campus engagement opportunities.

## BIG BEND COMMUNITY COLLEGE DISTRICT NO. 18 BOARD AGENDA

### Regular Board Meeting

7662 Chanute Street NE, Moses Lake, Washington 98837

Wednesday, March 15, 2023, 1:30 p.m.

In-Person

1. Call to Order/Roll Call
2. Mission Moments – Trustees **(E-1, Information)**
3. Educational Presentation **(E-1, Information)**:  
Accreditation
4. Public comment
5. Consent Agenda **(E-1, E-2, E-3, E-4)**
  - a. Meeting Minutes January 12, 2023 **(Action)**
  - b. Accreditation
  - c. Assessment **(Information)**
  - d. Student Success **(Information)**
  - e. Finance & Administration Report **(Information)**
  - f. Human Resources Report **(Information)**
  - g. Foundation Report **(Information)**
6. Faculty Updates – Faculty Association President Dawnne Ernette **(E-1, Information)**
7. ASB Update – President Ambra Hacker
8. President's Update
  - a. Enrollment Report **(E-1, Information)**
  - b. Legislative Activity **(E-1, E-2, E-3, E-4, Information)**
  - c. Review of DEI Strategic Plan Goals **(E-4, Information)**  
*Executive Session* – President Tweedy/Trustees
9. WAC 132R-04-015, 132R-04-017, 132R-04-057, 132R-04-061 Revisions Hazing Prevention **(E-1, E-2, E-3, E-4 for Action)**
10. ACT Award Nominations – Trustees **(E-1, E-2, E-3, E-4 for Action)**
11. Math/Science CCRI Presentation – Dori Miller/Lindsay Groce **(E-1, E-2 for Information)**
12. Assessment of Board Activity (submitted in writing) – Trustees **(E-2, Information)**
13. Next Regularly Scheduled Board Meeting – Trustees **(E-1, E-2, E-3, E-4 Information/Action)**
14. Exceptional Faculty Presentations (Dr. David Holliway, Hannah Leaf) – President Sara Thompson Tweedy **(E-1, Information)**  
*Executive Session*
15. Probationary Tenure Review - President Sara Thompson Tweedy **(E-1, E-2, E-3, E-4 for Action)**
16. Miscellaneous – Trustees, President Tweedy **(E-1, E-2, E-3, E-4 Information/Action)**
  - a. Adjournment

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 REGULAR MEETING: Thursday, May 4, 2023 (Regular)**

*If you are a person with a disability and require an accommodation while attending the meeting, please contact the President's Office at 509.793-2001 (or TDD 509.793.2325) as soon as possible to allow sufficient time to make arrangements.*

**BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM 5#:** CONSENT AGENDA (for action)

- a. Board Meeting Minutes

**BACKGROUND:**

The minutes of the board meetings held on January 12, and January 24, 2023 are included for approval.

Prepared by the President's Office.

**RECOMMENDATIONS:**

President Tweedy recommends the Board of Trustees approves the minutes.

**RECOMMENDED MOTION:**

"I move to approve the consent agenda as presented."

## THE OFFICIAL MINUTES

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

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

### 2. Mission Moments

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

### 3. Educational Presentation

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

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

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

#### **4. Consent Agenda**

##### Motion 22-34

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

#### **5. Remarks**

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

#### **6. Faculty Updates**

Faculty Association President Dawnne Ernette reported faculty activities.

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

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

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

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

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

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

## **7. ASB Updates**

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

## **8. President's Update**

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

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

At 2:21 p.m. Board Chair Anna Franz announced that the Board would adjourn to executive session for approximately 10 minutes to discuss items provided for in RCW 42.30.110 (1): (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The executive session ended at 2:31 p.m. No actions were taken during the Executive session. A 5-minute break was announced. Meeting reconvened at 2:36 p.m.

## **9. President's Contract**

### Motion 22-35

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

## **10. BP 6120 Hazing Prevention**

### Motion 22-36

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

## 11. **BP1000 Policy Governance**

Motion 22-37 Trustee Juanita Richards moved to approve BP1000 Policy Governance. Trustee Amy Parris seconded and the motion passed.

## 12. **Sabbatical Request**

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

Motion 22-38 Trustee Juanita Richards moved to approve a one-quarter sabbatical for Dr. Dennis Knepp. Trustee Bethany Martinez seconded and the motion passed.

## 13. **Exceptional Faculty Awards**

Motion 22-39 Trustee Bethany Martinez moved to approve Exceptional Faculty Awards for Lindsay Groce in the amount of \$2,000, Dr. David Holliway in the amount of \$1,089.53, and Hannah Leaf in the amount of \$2,000. Trustee Juanita Richards seconded and the motion passed.

## 14. **Probationary Tenure Review**

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



#### **14. Legislative Contact**

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

#### **15. Board Member Training**

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

#### **16. Assessment of Board Activity**

Trustee Juanita Richards met with President Sara Thompson Tweedy.

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

Trustee Anna Franz attended an agenda review meeting with President

Thompson Tweedy.

**17. Next Regularly Scheduled Board Meeting**

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

**18. Miscellaneous**

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

Adjourned at 3:22.

---

Anna Franz, Chair

ATTEST:

---

Sara Thompson Tweedy, Secretary

**THE OFFICIAL MINUTES**

The Big Bend Community College Board of Trustees held a Special Board meeting Tuesday, January 24, at 1:05 p.m. in person in the Legislative Building, Room 427 B, Olympia, WA.

Present: Gary Chandler  
Bethany Martinez  
Juanita Richards

The group met with Representative Bruce Chandler and discussed legislative priorities.

Adjourned at 1:20

---

Anna Franz, Chair

ATTEST:

---

Sara Thompson Tweedy, Secretary

**THE OFFICIAL MINUTES**

The Big Bend Community College Board of Trustees held a Special Board meeting Tuesday, January 24, at 1:30 p.m. in person in the John L O'Brien Building, Room 405, Olympia, WA.

Present: Gary Chandler  
Bethany Martinez  
Juanita Richards

The group met with Representative Bryan Sandlin and discussed legislative priorities.

Adjourned at 1:45

---

Anna Franz, Chair

ATTEST:

---

Sara Thompson Tweedy, Secretary

**THE OFFICIAL MINUTES**

The Big Bend Community College Board of Trustees held a Special Board meeting Tuesday, January 24, at 3:30 p.m. in person in the Legislative Building, Room 316, Olympia, WA.

Present: Gary Chandler  
Bethany Martinez  
Juanita Richards

The group met with Senator Judy Warnick, Representative Tom Dent, and Representative Alex Ybarra and discussed legislative priorities.

Adjourned at 3:45

---

Anna Franz, Chair

ATTEST:

---

Sara Thompson Tweedy, Secretary

**THE OFFICIAL MINUTES**

The Big Bend Community College Board of Trustees held a Special Board meeting Tuesday, January 24, at 3:15 p.m. in person in the Legislative Building, Room 316, Olympia, WA.

Present: Gary Chandler  
Bethany Martinez  
Juanita Richards

The group met with Senator Nikki Torres and discussed legislative priorities.

Adjourned at 3:30

---

Anna Franz, Chair

ATTEST:

---

Sara Thompson Tweedy, Secretary

## **BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

### **ITEM #5: CONSENT AGENDA (for information)**

#### b. Accreditation

Big Bend Community College submitted the Ad Hoc report for the Bachelor of Science in Applied Management (BAS-AM) on February 28, 2023, to the Northwest Commission on Colleges and Universities as a second step in the approval process of a degree at a new level (this is required for the first three degrees at the new level). The initial substantive change request to offer the Bachelor of Applied Science in Applied Management (BAS-AM) was submitted in fall 2020. Typically, the follow-up Ad Hoc report for the BAS-AM is accompanied by a visit to evaluate the program, however NWCCU notified BBCC that since the initial review panel did not have any concerns, an on-site visit was not required.

The reports and supporting documents were written and prepared by BAS-AM Coordinator Anne Ghinazzi and Dr. Bryce Humpherys, Vice President of Learning and Student Success.

Prepared by VP Bryce Humpherys and Dean Valerie Parton.

#### **RECOMMENDATION:**

None.

## BIG BEND COMMUNITY COLLEGE

Date: 3/15/23

**ITEM #5:** CONSENT AGENDA (for information)

c. Assessment

### **Student Focus Group on Diversity, Equity, and Inclusion (DEI) Strategic Plan February 28, 2023**

As required by SB5194, BBCC students reviewed the DEI Strategic Plan and provided feedback.

The DEI Strategic Plan is outlined into five goals and for each goal, a group of three students were asked a series of questions pertaining to that goal. A student from each instructional mission area (transfer, BEdA, workforce) were assigned to each goal to gain broad student perspectives.

The DEI Plan is broken into five main goals:

Goal A: Culturally Appropriate Student Outreach Program

Goal B: Supporting Academic Success for Students

Goal C: Recruitment, Hiring, and Retention of Diverse Faculty and Staff

GOAL D: People and Leader Development

GOAL E: Inclusive Campus Community

The student feedback was provided to the Committee for Equity, Diversity, and Inclusion (CEID), which will review both the student feedback as well as feedback gathered from employees during the Winter In-service held on Feb. 10. Based on the review, CEID may recommend changes to the plan.

Prepared by VP Bryce Humpherys and Dean Valerie Parton.

### **RECOMMENDATION:**

None.



## BIG BEND COMMUNITY COLLEGE

Date: 3/15/23

**ITEM #5:** CONSENT AGENDA (for information)

d. Student Success

In response to a request from the Wahluke School District, BBCC is offering classes in Mattawa to a cohort of paraprofessionals working within the school district who are ultimately interested in becoming certified teachers. They are working towards earning an associate's degree from BBCC. In Winter Quarter, the college offered two hybrid classes held back to back one night a week. One of the instructors is bilingual English/Spanish and attended the second class as needed to provide language support to any students who needed it. The classes seem to be going well and we are planning the next set of courses for spring and fall quarters.

Prepared by VP Bryce Humpherys and Dean Valerie Parton.

**RECOMMENDATION:**

None.

## BIG BEND COMMUNITY COLLEGE

Date: 3/15/2023

- ITEM #5:** CONSENT AGENDA (for information)
- e. Finance & Administration Update

### **Financial Health and Federal/State stimulus funding:**

The community and technical colleges have been very fortunate to receive federal/state funding to use for expenses and replacing lost revenue due to COVID-19. **Updates are in red from last report.**

Round 1: Institutional \$736,918, Financial Aid \$736,919, HSI \$94,344; 100% expended.

Round 2: Institutional \$2,085,725 - 100% expended; Student Financial Aid \$736,919 – 100% expended; HSI \$154,997 – 100% expended.

GEER: \$530,394 – 100% expended.

Round 3: Institutional \$2,484,436 – **100%** expended; Student Financial Aid \$2,554,610 – **89.51% expended** (Dept of Education extended the deadline until June 30, 2023 for expending against the award). HSI \$268,040 – **100%** expended.

FEMA: \$22,021.05 received as reimbursement for COVID expenses.

SSARP (Supplemental Support under American Rescue Plan): New application submitted early April for additional \$2 million in funding. We were not awarded funding.

### **Ongoing Capital Projects:**

**Wallenstein Theater electrical upgrades (Minor Project for 2021-23 biennium):** Project complete.

**Key card access:** Main exterior access doors in the following buildings will have electronic access installed--1000, 1100, 1200, 1300, 1400, 1500, 1600, 1700, 1800, 1900, 2000, 3000, 4100, 5000, 6000. Electrical 90% complete. Phase 2 Component hardware begins March 6<sup>th</sup>.

**1700 Switchgear and Transformer:** Awaiting availability of parts for switchgear. Dates are to be determined.

**1800 Fire Panel Upgrade:** Notice to Proceed (NTP) issued. Expected start date early April.

**1800 Lighting Controls Upgrade:** Spring project depending on availability of components.

Prepared by VP Schoonmaker.

**RECOMMENDATION:** None.

## BIG BEND COMMUNITY COLLEGE

Date: 3/15/23

### ITEM #5 CONSENT AGENDA (for action)

#### f. Human Resources & Labor

### BACKGROUND:

#### **Recruitment & Selection:**

Matt Savage accepted the Maintenance Mechanic 1 position. This is a full-time, classified staff position replacing Anthony Metzker. Matt started his new position on January 16, 2023.

Vanessa Pruneda accepted a promotion to the Director of EOC Grant & Outreach. This is a full-time, grant-funded, admin/exempt position. Vanessa moved to her new position on January 16, 2023.

Ty Manning accepted the position of Custodial Services Supervisor. This is a full-time, admin/exempt position replacing Angel Dominguez who moved to Outreach in 2022. Ty's first day at BBCC was February 1, 2023

Cynthia Razo accepted the position of Program Assistant in the Workforce Education Services (WES) Department. This is a full-time, classified staff position replacing Delia Licona-Soberanes who moved to the HEP Grant in 2022. Cynthia started her new position on February 1, 2023.

Veronica Pelayo accepted the position of Program Assistant in the Workforce Education Services (WES) Department. This is a full-time, classified staff position replacing Fatima Borjas who left BBCC in January 2023. Veronica started her new position on February 1, 2023.

Jacqui Contreras accepted the position of Outreach Coordinator. This is a new full-time, grant-funded, admin/exempt position. Jacqui started her new position on February 16, 2023.

Jonathan Hartman accepted the position of Program Specialist 2 supporting programs in Workforce Education. This is a full-time, classified staff position. Jonathan's first day at BBCC was March 1, 2023.

Jesse Andrews accepted the position of Program Specialist 2 supporting programs in Workforce Education. This is a full-time, classified staff position. Jesse's first day at BBCC is March 16, 2023.

Aaron Glenn accepted the position of Program Specialist 2 supporting CBIS/Career Services. This is a full-time, classified staff position replacing Regan Cardwell. Aaron's first day at BBCC is March 16, 2023.

The following searches are currently in process:

- Computer Science Instructor – Tenure Track
- Dean of Transfer & Allied Health
- High School Completion Instructor – Tenure Track
- IT Customer Support - Entry
- Outreach Design Coordinator
- Program Specialist 2 – Workforce Education
- Retention Coordinator

**Retention:**

The Year-to-Date Turnover Rate through February 2023 is 2.584%. The breakdown of separation reasons includes 4-Resignation, 1- Failed Probation. The goal for 2023 is to have a turnover rate less than 12%.

**BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #5**      CONSENT AGENDA (for action)

g.      Foundation

**BACKGROUND:**

The Foundation hosted an estate planning seminar on **January 31, 2023** from 10:00 a.m. - 12:00 p.m. in Masto. Post-event survey results were positive. The event was recorded via YouTube; the link is below; you can still listen if you missed it.



[Financial & Estate Planning](#)

*Jeremy Iverson, Financial Advisor; Rick Honsowetz, Retired Accountant, David Webster, Attorney*  
January 31st, 2023 at 10:00 AM PST

Transforming Lives update:

<b>Beginning Trustee Account Balance</b>	<b>\$5,074.44</b>
--	-------------------

<b>2023 Transforming Lives Budget</b>	
<b>Revenue</b>	
Dinner Payments by Guests	
*Sponsors Total	\$1,400.00
<b>Total Revenues</b>	<b>\$1,400.00</b>
<b>Expenses</b>	
Dinner Payments by Trustees	\$600.00
Awardee Gifts (\$100/ea)	\$600.00
Speaker Stipend	\$250.00
Program Translation	\$200.00
Posters & Frames	\$77.92
Program Printing	\$25.00
Poster Printing	\$350.00
Supplies/Certificate Holders	
Credit Card Fees	
Travel/mileage	

**Based on 80 people**

50 RSVPS on 3/7/23

<b>Sponsors Detail</b>		<b>Paid</b>
KenisonFranz	\$300.00	\$300.00
Horizon Credit Union	\$500.00	
Gary & Debbie Chandler	\$500.00	\$500.00
Steve & Amy Parris	\$100.00	\$100.00
<b>*Sponsor Total</b>	<b>\$1,400.00</b>	

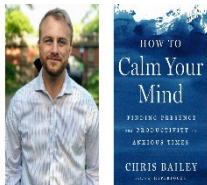
Pop provided by Weinstein Beverage

Meals	\$1,400.00
<b>Total Expenditures</b>	<b>\$3,502.92</b>
<b>NET</b>	<b>(\$2,102.92)</b>

**Estimated Amount to Raise: \$3,500.00**

Cellarbration! for Education is May 20, 2023 please mark your calendars and plan to attend. We are looking for sponsorships and auction items. So if you know of anyone or you yourself can donate please let me know, or go to our website to donate: [Cellarbration! for Education](https://alumlc.org/bbcc)  
 See all of our upcoming webinars and register cost-free at <https://alumlc.org/bbcc>.  
 Be sure to explore past events free on-demand viewing.

Upcoming Events



**How to Calm Your Mind: Finding Presence and Productivity in Anxious Times**

*Chris Bailey, Bestselling Author and Productivity Expert*  
 March 22nd at 9:00 AM PDT



**Fool Me Once: Scams, Stories, and Secrets from the Trillion-Dollar Fraud Industry**

*Dr. Kelly Richmond Pope, Award-Winning Educator, Researcher, Author, and Documentary Filmmaker*  
 March 31st at 9:00 AM PDT



**Leading Through Anxious Times: Turn Your Biggest Fears into Your Leadership Superpower**

*Morra Aarons-Mele, Author and host of the award-winning podcast, The Anxious Achiever*  
 April 13th at 9:00 AM PDT

**BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #6:** Faculty Updates (information)

**BACKGROUND:**

Faculty Association President Dawnne Ernette may report faculty activities.

**RECOMMENDATION:**

None.

## BIG BEND COMMUNITY COLLEGE

Date: 3/15/23

**ITEM #7:** ASB Updates (information)

### **BACKGROUND:**

ASB has just wrapped up their involvement with this quarter's faculty probationary committees. They are also involved with other committees on campus, as well as putting in their weekly hours with Live Chat. Three of the four officers are on the scholarship committee and are now reviewing and scoring lots of applications, which has been quite a learning experience for them.

ASB has held twelve events this quarter and have had wonderful attendance, seeing new faces at our different events. We have started using Signal Vine text messaging as another way to reach out to students. ASB has both enjoyed and appreciated staff and faculty who have taken time out of their busy schedules to participate in some of our events.

Spring Quarter will start with Bowling Night, then follow up with Taco Tuesday. We have learned to piggyback with our food events and will be holding both a Blood Drive as well as a Mental Health Fair at the same time and hope to be able to catch more students and involve them with other events.

Please spread the word that ASB will be sponsoring "Night of the Voice" on Friday, April 21 at 7:00 p.m. This will be a free event, featuring two amazing performers who competed on The Voice:

Kristen Merlin, who finished top 5 in season 6 of The Voice - clip from that season:

[https://www.youtube.com/watch?v=0Npvck\\_70BM](https://www.youtube.com/watch?v=0Npvck_70BM) and

Mathew Schuler, finalist in season 5 of The Voice as well -

<https://www.youtube.com/watch?v=i0umZSTJQbc>

We will also be holding some other great student involvement events throughout the quarter.



**BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #8:** President's Update (information/action)

**BACKGROUND:**

Dr. Thompson Tweedy will provide an update.

- a. Enrollment (information)
- b. Legislative Activity (information)
- c. Review of DEI Strategic Plan Goals (information)

**RECOMMENDATION:**

None.

**a. Enrollment (E-1, E-3, Information)**

The final enrollment report for fall 2022 is included for review. Fall headcount (2,074) was 2.6% lower than the previous fall (2021). Total FTEs (1568.9) and state-funded FTEs (1145.2) were down 3.0% and 2.3%, respectively. Running Start headcount (442) was 1.8% lower than last fall. Overall, state-funded FTEs across the Washington Community and Technical College system were down 2.7% this fall from last year.

As of March 6, 2023, winter quarter headcount (2,160) was up 22.7%, total winter FTEs (1540.8) were up 14.6%, and state-funded FTEs (1103.8) were up 19.2% from this time last winter. The last day of winter quarter instruction is March 16. A final winter 2023 enrollment report will be provided at the next regularly scheduled board meeting.

Spring 2023 enrollment began in late February and classes begin on April 3. At the time of this report, spring headcount (1,078) was down 0.1% from this time last year, and total spring FTEs (921.5) and state-funded FTEs (920.5) were up 3.3% and 5.3%, respectively.

TUIITION COLLECTION REPORT  
As of Feb 28, 2023 and Feb 28, 2022

---

	<u>2022-2023</u>	<u>2021-2022</u>
Annual Budget	\$3,800,000	\$3,800,000
Total Collections as of Feb 28	\$2,459,997	\$2,380,139
As a % of Annual Budget	64.7%	62.6%
Left to Collect to Meet Budget Target	\$1,340,003	\$1,419,861
<i>CARES Lost Revenue</i>	<i>931,947</i>	<i>721,016</i>

Prepared by Registrar Starr Bernhardt, Program Assistant Zhane Serrano, and Executive Director of Business Services Charlene Rios.

## **BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #9** WAC 132R-04-015, 132R-04-017, 132R-04-057, 132R-04-061  
Revisions Hazing Prevention (action)

### **BACKGROUND:**

Recall that the Board approved revisions to BP 6120 Hazing Prevention during the January 12, 2023 meeting. The following WAC revisions are based on the AAG's recommendations to meet the intent of recently enacted HB 1752 Sam's Bill, which also prompted the revisions to BP 6120.

President's Cabinet, Shared Governance Council, and AAG Joseph Ehle have reviewed and approved the attached WAC revisions. Documents have been filed with the WA State Code Reviser's Office and a public hearing is scheduled on April 5, at 2:30 p.m. at Big Bend Community College. Date of adoption of the proposed WAC revisions is set for May 10 following the appropriate waiting period.

### **RECOMMENDATION:**

President Tweedy and Dean André Guzman recommend the board approve the revised WACs.

### **RECOMMENDED MOTION**

"I move to approve WAC 132R-04-015, 132R-04-017, 132R-04-057, 132R-04-061 as presented."

**WAC 132R-04-015 Definitions.** For the purposes of this chapter, terms are defined as follows:

(1) "Student conduct officer" is a college administrator designated by the president to be responsible for implementing and enforcing the student conduct code. The vice president of learning and student success will serve as the student conduct officer or may appoint a designee.

(2) "Conduct review officer" is a college administrator designated by the president to be responsible for receiving and facilitating appeals from student disciplinary actions and for reviewing initial decisions issued in a brief adjudicative proceeding. The conduct review officer shall be designated by the president and shall be authorized to grant appropriate relief upon review. The director of student programs will serve as the conduct review officer, unless otherwise designated by the president.

(3) "The president" is the president of the college. The president is authorized to delegate any and all of his or her responsibilities as set forth in this chapter as may be reasonably necessary and to reassign any and all duties and

responsibilities as set forth in this chapter as may be reasonably necessary.

(4) "Disciplinary action" is the process by which discipline is imposed by the student conduct officer against a student for a violation of the student conduct code.

(5) "Disciplinary appeal" is the process by which an aggrieved student can appeal the discipline imposed by the student conduct officer. Disciplinary appeals from a suspension in excess of ten instructional days or an expulsion are heard by the disciplinary committee. Appeals of all other appealable disciplinary action may be reviewed through brief adjudicative proceedings.

(6) "Respondent" is the student against whom disciplinary action is being taken.

(7) "Service" is the process by which a document is officially delivered to a party. Unless expressly specified otherwise, service upon a party shall be accomplished by:

(a) Hand delivery of the document to the party; or

(b) By sending the document to the college assigned email, once one has been generated, and by certified mail to the party's last known address.

Service is deemed complete upon hand delivery of the document or upon the date the document is emailed, if possible, and deposited into the mail.

(8) "Filing" is the process by which a document is officially delivered to a school official responsible for facilitating a disciplinary review by a presiding officer. Unless expressly specified otherwise, filing shall be accomplished by:

(a) Hand delivery of the document to the school official or school official's assistant; or

(b) By sending the document by email and first class mail to the recipient's college-assigned email and office address.

Papers required to be filed shall be deemed filed upon actual receipt during office hours at the office of the specified official or presiding officer.

(9) "College premises" shall include all campuses of the college, wherever located, and includes all land, buildings,

facilities, vehicles, equipment, and other property owned, used, or controlled by the college.

(10) "Student" is defined as all persons taking courses at or through the college, including those concurrently attending secondary or postsecondary institutions and college, whether on a full-time or part-time basis, and whether such courses are credit courses, noncredit courses (excluding those trainings occurring through the Center for Business and Industry Service and the Japanese Agriculture Training Program), irrespective of modality. Persons who withdraw after allegedly violating the student code of conduct, who are not officially enrolled for a particular term but who have a continuing relationship with the college, or who have been notified of their acceptance for admission are considered "students" for the purposes of this chapter. "Continuing relationship" is established when a student is registered for an upcoming term or has indicated an intent to do so via a transaction, such as submitting a financial aid application for an upcoming term.

(11) Student Group. A Student Group for purposes of this Code, is a student organization, athletic team, or living group,

including, but not limited to, student clubs and organizations, members of a class or student cohort, student performance groups, and student living groups within student housing.

(~~121~~) "Business day" means a weekday, excluding weekends and college holidays. If a time period is not specifically stated in business days, then calendar days apply.

(~~132~~) "Complainant" means any person who files a complaint alleging that a student or student organization violated the standards of conduct for students. Complainant also refers to the college when the college files the complaint.

(~~143~~) "Sexual misconduct" has the meaning ascribed to this term in WAC 132R-04-057.

[Statutory Authority: RCW 28B.50.140. WSR 18-17-026, § 132R-04-015, filed 8/6/18, effective 9/6/18; WSR 17-22-054, § 132R-04-015, filed 10/25/17, effective 11/25/17; WSR 16-15-011, § 132R-04-015, filed 7/8/16, effective 8/8/16. Statutory Authority: RCW 28B.50.140 and chapter 34.05 RCW. WSR 03-15-063, § 132R-04-015, filed 7/14/03, effective 8/14/03.]



**WAC 132R-04-017 Statement of jurisdiction.** The student

conduct code shall apply to conduct by students and student groups adopted herein applies to student conduct that occurs:

(a) on college premises;; or

(b) -at or in connection with college-sponsored activities; or

(c), ~~and~~ to off-campus ~~student~~ conduct that in the judgment of the college adversely affects the ~~well-being of the~~ college community ~~and~~/or the pursuit of its objectives.

2. Jurisdiction extends to, but is not limited to, locations in which students or student groups are engaged in official college activities including, but not limited to, foreign or domestic travel, activities funded by the associated students, athletic events, training internships, cooperative and distance education, online education, practicums, supervised work experiences, or any other college-sanctioned social or club activities and college-sanctioned housing.

3. Students are responsible for their conduct from notification of admission to the college~~the time of application for admission~~ through the actual receipt of a certificate or

degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment.

4. These standards shall apply to a student's conduct even if the student withdraws from college while a disciplinary matter is pending.

5. The student conduct officer has sole discretion, on a case-by-case basis, to determine whether the student conduct code ~~of student conduct~~ will be applied to conduct by students or student groups that occur~~occurring~~ off campus.

[Statutory Authority: RCW 28B.10.901. RCW 28B.10.904. RCW 28B.50.140. WSR 17-22-054, § 132R-04-017, filed 10/25/17, effective 11/25/17; WSR 16-15-011, § 132R-04-017, filed 7/8/16, effective 8/8/16. Statutory Authority: RCW 28B.50.140 and chapter 34.05 RCW. WSR 03-15-063, § 132R-04-017, filed 7/14/03, effective 8/14/03.]

**WAC 132R-04-057 Student code of conduct violations.** The

college may impose sanctions against a student or student group who commits, attempts to commit, aids, abets, incites, encourages, or assists another person to commit an act (s) of misconduct. ~~Misconduct for which the college may impose sanctions, which~~ includes, but ~~are~~is not limited to, any of the following:

(1) **Academic dishonesty.** Any act of academic dishonesty including, but not limited to, cheating, plagiarism, or fabrication.

(a) Cheating includes, but is not limited to, any attempt to give or obtain unauthorized assistance relating to the completion of an academic assignment.

(b) Plagiarism includes, but is not limited to, taking and using as one's own, without proper attribution, the ideas, writings, or work of another person in completing an academic assignment. Prohibited conduct may also include the unauthorized submission for credit of academic work that has been submitted for credit in another course.

(c) Fabrication includes falsifying data, information, or citations in completing an academic assignment, and also includes providing false or deceptive information in an instructional course concerning the completion of an assignment.

(d) This section shall not be construed as preventing an instructor from taking immediate disciplinary action as provided herein where the instructor is required to act upon such breach of academic dishonesty in order to preserve order and prevent disruptive conduct in the classroom.

(e) This section shall also not be construed as preventing an instructor from adjusting the student's grade on a particular project, paper, test, or class grade for academic dishonesty.

(2) **Other dishonesty.** Acts of dishonesty include, but are not limited to:

(a) Forgery, alteration, submission of falsified documents or misuse of any college document, record, or instrument of identification;

(b) Tampering with an election conducted by or for college students; or

(c) Furnishing false information, or failing to furnish correct information, in response to the request or requirement of a college officer or employee.

(3) **Obstructive or disruptive conduct.** Conduct not otherwise protected by law that interferes with, impedes, or otherwise unreasonably hinders:

(a) Any instruction, research, administration, disciplinary proceeding, or other college activities, including the obstruction of the free flow of pedestrian or vehicular movement on college property or at a college activity; or

(b) Any activity that is authorized to occur on college property, whether or not actually conducted or sponsored by the college.

(4) **Assault, intimidation, harassment.** Unwanted touching, physical abuse, verbal abuse, threat(s), intimidation, harassment, bullying, or other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of another person or another person's property. For purposes of this code, bullying is repeated or aggressive unwanted behavior,

not otherwise protected by law, that humiliates, harms, or intimidates the victim.

(5) **Cyber misconduct.** Cyber misconduct including, but not limited to: Cyberstalking, cyberbullying, or online harassment.

(a) Use of electronic communications including, but not limited to, electronic mail, instant messaging, electronic bulletin boards, and social media sites, to harass, abuse, bully or engage in other conduct which harms, threatens, or is reasonably perceived as threatening the health or safety of another person.

(b) Prohibited activities include, but are not limited to, unauthorized monitoring of another's email communications directly or through spyware, sending threatening emails, disrupting electronic communications with spam or by sending a computer virus, sending false messages to third-parties using another's email identity, nonconsensual recording of sexual activity, and nonconsensual distribution of a recording of sexual activity.

(6) **Property violation.** Damage to, misappropriation of, unauthorized use or possession of, vandalism, or other

nonaccidental damaging or destruction of college property or the property of another person.

Property for the purposes of this subsection includes computer passwords, access codes, identification cards, personal financial account numbers, other confidential personal information, intellectual property, and college trademarks.

(7) **Failure to comply with directive.** Failure to comply with the directive(s) of a college officer or employee who is acting in the legitimate performance of his or her duties, including failure to properly identify oneself to such a person when requested to do so.

(8) **Weapons.** Possession of any firearm, dagger, sword, knife or other cutting or stabbing instrument, club, explosive device or any other weapon apparently capable of producing bodily harm, unless previously authorized by the vice president of learning and student success. This policy does not apply to the possession of a personal protection spray device, as authorized by RCW 9.91.160. This policy is subject to the following exceptions:

(a) Commissioned law enforcement personnel in the state of Washington, legally authorized military personnel while in performance of their duties, and other persons or entities authorized by contract to carry firearms in the course of their employment;

(b) A student with a valid concealed weapons permit may store a pistol in his or her vehicle parked on campus in accordance with RCW 9.41.050 (2) or (3), provided the vehicle is locked and the weapon is concealed from view; or

(c) The president or designee may grant permission to bring a weapon on campus upon a determination that the weapon is reasonably related to a legitimate pedagogical purpose. Such permission shall be in writing and shall be subject to such terms or conditions incorporated in the written permission.

(9) **Hazing.**

(a) Hazing is any act committed as part of

(1) a person's recruitment, initiation, pledging, admission into, or affiliation with a student group, or

(2) any pastime or amusement engaged in with respect to such a student group;

(3) that causes, or is likely to cause, bodily danger or physical harm, or serious psychological or emotional harm, to any



student.

(b) Examples of hazing include, but are not limited to:

(1) Causing, directing, coercing, or forcing a person to consume any food, liquid, alcohol, drug, or other substance which subjects the person to risk of such harm;

(2) Humiliation by ritual act;

(3) Striking another person with an object or body part;

(4) Causing someone to experience excessive fatigue, or physical and/or psychological shock; or

(5) Causing someone to engage in degrading or humiliating games or activities that create a risk of serious psychological, emotional, and/or physical harm.

(c) "Hazing" does not include customary athletic events or other similar contests or competitions. See RCW 28B.10.900<sup>42+</sup>

Consent is not a valid defense against hazing. Hazing includes, but is not limited to, any initiation into a student organization or any pastime or amusement engaged in with respect to such an organization that causes, or is likely to cause, bodily danger or physical harm, or serious mental or emotional harm, to any student.

**(10) Alcohol, drug, and tobacco violations.**

(a) Alcohol. The use, possession, delivery, sale, or being visibly under the influence of any alcoholic beverage, except as permitted by law and applicable college policies.

(b) Marijuana. The use, possession, delivery, or sale of marijuana or the psychoactive compounds found in marijuana intended for human consumption, regardless of form, or being observably under the influence of marijuana or the psychoactive compounds found in marijuana and intended for human consumption, regardless of form. While state law permits the recreational use of marijuana, federal law prohibits such use on college premises or in connection with college activities.

(c) Drugs. The use, possession, delivery, sale, or being observably under the influence of any legend drug (including anabolic steroids, androgens, or human growth hormones), narcotic drug or controlled substance as defined in chapters 69.41 and 69.50 RCW, except in accordance with a lawful prescription for that student by a licensed health care professional.

(d) Tobacco, electronic cigarettes, and related products. The use of tobacco, electronic cigarettes, and related products in any building owned, leased, or operated by the college, or in

any location where such use is prohibited, or in any location other than the parking lots, including twenty-five feet from entrances, exits, windows that open, and ventilation intakes of any building owned, leased or operated by the college. The use of tobacco, electronic cigarettes, and related products on the college campus is restricted to designated smoking areas.

"Related products" include, but are not limited to, cigarettes, pipes, bidi, clove cigarettes, waterpipes, hookahs, chewing tobacco, vaporizers, and snuff.

(11) **Disorderly conduct.** Conduct which is disorderly, lewd, indecent, or obscene, that is not otherwise protected under the law.

(12) **Discriminatory conduct.** Conduct which harms or adversely affects any member of the college community because of race; color; national origin; sensory, mental or physical disability; use of a service animal; gender, including pregnancy; marital status; age (40+); religion; creed; sexual orientation; gender identity; veteran's status; or any other legally protected classification.

(13) **Sexual misconduct.** The term "sexual misconduct" includes sexual harassment, sexual intimidation, and sexual violence. Sexual harassment prohibited by Title IX is defined in the supplemental procedures to this code. See WAC 132R-04-103.

(a) **Sexual harassment.** The term "sexual harassment" means unwelcome sexual or gender-based conduct, including unwelcomed sexual advances, requests for sexual favors, quid pro quo harassment, and other verbal, nonverbal, or physical conduct of a sexual or a gendered nature that is sufficiently severe, persistent, or pervasive as to:

(i) Deny or limit the ability of a student to participate in or benefit from the college's educational programs or activities;

(ii) Alter the terms or conditions of employment for a college employee(s); and/or

(iii) Create an intimidating, hostile, or offensive environment for other campus community members.

(b) **Sexual intimidation.** The term "sexual intimidation" incorporates the definition of sexual harassment and means threatening or emotionally distressing conduct based on sex.

This includes, but is not limited to, nonconsensual recording of sexual activity or the distribution of such recording.

(c) **Sexual violence.** "Sexual violence" is a type of sexual discrimination and harassment. Nonconsensual sexual intercourse, nonconsensual sexual contact, domestic violence, dating violence, and stalking are all types of sexual violence.

(i) Nonconsensual sexual intercourse. Any actual or attempted sexual intercourse (anal, oral, or vaginal), however slight, with any object or body part, by a person upon another person, that is without consent and/or by force. Sexual intercourse includes anal or vaginal penetration by a penis, tongue, finger, or object, or oral copulation by mouth to genital contact or genital to mouth contact.

(ii) Nonconsensual sexual contact. Any actual or attempted sexual touching, however slight, with any object or body part, by a person upon another person that is without consent and/or by force. Sexual touching includes any bodily contact with the breasts, groin, mouth, or other bodily orifice of another individual, or any other bodily contact in a sexual manner.

(iii) Incest. Sexual intercourse or sexual contact with a person known to be related to them, either legitimately or illegitimately, as an ancestor, descendant, brother, or sister of either wholly or half related. Descendant includes stepchildren, and adopted children under the age of eighteen.

(iv) Statutory rape. Consensual intercourse between a person who is eighteen years of age or older, and a person who is under the age of sixteen.

(v) Domestic violence. Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, sexual assault, or stalking committed by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the state of Washington, or by any other person against an adult or youth who is protected from that person's acts under the domestic or family violence laws of the state of Washington, RCW 26.50.010.

(vi) Dating violence. Physical violence, bodily injury, assault, the infliction of fear of imminent physical harm, sexual assault, or stalking committed by a person:

(A) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) Where the existence of such a relationship shall be determined based on a consideration of the following factors:

(I) The length of the relationship;

(II) The type of relationship; and

(III) The frequency of interaction between the persons involved in the relationship.

(vii) Stalking. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

(A) Fear for their safety or the safety of others; or

(B) Suffer substantial emotional distress.

(viii) Consent. Clear, knowing, and voluntary permission by word or action to engage in mutually agreed upon sexual activity. Each party has the responsibility to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be actual words or conduct

indicating freely given agreement to the act at the time of the act. Consent cannot be inferred from silence, passivity, or lack of active resistance. Consent can be withdrawn by either party at any point. Consent to engage in one activity, or past agreement to engage in a particular activity, cannot be presumed to constitute consent to engage in a different activity or to engage in the same activity again. There is no consent where there is a threat of force or violence or any other form of coercion or intimidation, physical or psychological. A person cannot consent if they are unable to understand what is happening or are disoriented, or if they are asleep or unconscious for any reason, including due to alcohol or other drugs. An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapable of consent has engaged in nonconsensual conduct. Intoxication is not a defense against allegations that an individual has engaged in nonconsensual sexual conduct.

(14) **Harassment.** Unwelcome and offensive conduct, including verbal, nonverbal, or physical conduct, that is directed at a



person because of such person's protected status and that is sufficiently serious as to deny or limit, and that does deny or limit, the ability of a student to participate in or benefit from the college's educational program or that creates an intimidating, hostile, or offensive environment for other campus community members. Protected status includes a person's race; color; national origin; sensory, mental or physical disability; use of a service animal; gender, including pregnancy; marital status; age (40+); religion; creed; sexual orientation; gender identity; veteran's status; or any other legally protected classification. See supplemental definitions: "Sexual misconduct" for the definition of "sexual harassment." Harassing conduct may include, but is not limited to, physical conduct, verbal, written, social media and electronic communications.

(15) **Retaliation.** Harming, threatening, intimidating, coercing, or taking adverse action of any kind against a person because such person reported an alleged violation of this code or college policy, provided information about an alleged violation, or participated as a witness or in any other capacity in a college investigation or disciplinary proceeding.

(16) **Misuse of electronic resources.** Theft or other misuse of computer time or other electronic information resources of the college. Such misuse includes, but is not limited to:

(a) Unauthorized use of such resources or opening of a file, message, or other item;

(b) Unauthorized duplication, transfer, or distribution of a computer program, file, message, or other item;

(c) Unauthorized use or distribution of someone else's password or other identification;

(d) Use of such time or resources to interfere with someone else's work;

(e) Use of such time or resources to send, display, or print an obscene or abusive message, text, or image;

(f) Use of such time or resources to interfere with normal operation of the college's computing system or other electronic information resources;

(g) Use of such time or resources in violation of applicable copyright or other law;

(h) Adding to or otherwise altering the infrastructure of the college's electronic information resources without authorization; or

(i) Failure to comply with the college's electronic use policy.

(17) **Unauthorized access.** Unauthorized possession, duplication, or other use of a key, keycard, or other restricted means of access to college property, or unauthorized entry onto or into college property.

(18) **Safety violations.** Safety violation includes any nonaccidental conduct that interferes with or otherwise compromises any college policy, equipment, or procedure relating to the safety and security of the campus community, including tampering with fire safety equipment and triggering false alarms or other emergency response systems.

(19) **Abuse of process.** Abuse or misuse of any of the procedures relating to student complaints or misconduct including, but not limited to:

(a) Failure to obey a subpoena or order to appear at a hearing;

(b) Falsification or misrepresentation of information;

(c) Disruption, or interference with the orderly conduct, of a proceeding;

(d) Interfering with someone else's proper participation in a proceeding;

(e) Destroying or altering potential evidence, or attempting to intimidate or otherwise improperly pressure a witness or potential witness;

(f) Attempting to influence the impartiality of, or harassing or intimidating, a student disciplinary committee member; or

(g) Failure to comply with any disciplinary sanction(s) imposed under this student conduct code.

(20) **Unsafe vehicle operation.** Operation of any motor vehicle on college property in an unsafe manner or in a manner which is reasonably perceived as threatening the health or safety of another person.

(21) **Violation of other laws or policies.** Violation of any federal, state, or local law, rule, or regulation or other

college rules or policies, including college traffic and parking rules.

(22) **Ethical violation.** The breach of any generally recognized and published code of ethics or standards of professional practice that governs the conduct of a particular profession for which the student is taking a course or is pursuing as an educational goal or major.

(23) **Aiding or abetting.** Aiding, abetting, inciting, encouraging, or assisting another person to commit any of the foregoing acts of misconduct.

In addition to initiating discipline proceedings for violation of the student conduct code, the college may refer any violations of federal, state or local laws to civil and criminal authorities for disposition. The college shall proceed with student disciplinary proceedings regardless of whether the underlying conduct is subject to civil or criminal prosecution.

[Statutory Authority: Chapter 34.05 RCW; and RCW 28B.50.140(13) and 34 C.F.R. Part 106; [RCW 28B.10.904](#); Nelson v. Spokane Community College, 14 Wn. App.2d 40, 469 P.3d 317 (2020). WSR 21-08-012, § 132R-04-057, filed 3/26/21, effective 4/26/21. Statutory Authority: RCW 28B.50.140. WSR 18-17-026, § 132R-04-057, filed

8/6/18, effective 9/6/18; WSR 17-22-054, § 132R-04-057, filed 10/25/17, effective 11/25/17; WSR 16-15-011, § 132R-04-057, filed 7/8/16, effective 8/8/16. Statutory Authority: RCW 28B.50.140 and chapter 34.05 RCW. WSR 03-15-063, § 132R-04-057, filed 7/14/03, effective 8/14/03.]

WAC 132R-04-0610 - HAZING PROHIBITED, SANCTIONS

1. Hazing by a student or a student group is prohibited pursuant to WAC 132-04-057.
2. No student may conspire to engage in hazing or participate in hazing of another. State law provides that hazing is a criminal offense, punishable as a misdemeanor. See RCW 28B.10.901(2) & (3) ~~†4†~~
3. Washington state law provides that:
  - (a) Any Student Group that knowingly permits hazing is strictly liable for harm caused to persons or property resulting from hazing. If the organization, association, or student living group is a corporation whether for profit or nonprofit, the individual directors of the corporation may be held individually liable for damages. RCW 28B.10.90 (3) ~~†5†~~
  - (b) Any person who participates in the hazing of another shall forfeit any entitlement to state-funded grants, scholarships, or awards for a period of time determined by the college. RCW 28B.10.902 (1) ~~†6†~~
  - (c) Student groups that knowingly permit hazing to be conducted by its members or by others subject to its direction or control shall be deprived of any official recognition or approval granted by the college. RCW 28B.10.902 (2) ~~†7†~~
  - (d) Student groups found responsible for violating the code of student conduct, college anti-hazing policies, or state or federal laws relating to hazing or offenses related to alcohol, drugs, sexual assault, or physical assault will be disclosed in a public report issued by the college setting forth the name of the student group, the date the investigation began, the date the investigation ended, a finding of

NEW

responsibility, a description of the incident(s) giving rise to the finding, and the details of the sanction(s) imposed.



## BIG BEND COMMUNITY COLLEGE

Date: 3/15/23

**ITEM #10** ACT Nominations (action)

### **BACKGROUND:**

A special awards ceremony celebrating nominees for Trustee Leadership, Equity, CEO, Partner, Faculty Member, and Professional Staff Member will be held during ACT's spring convention- additionally all nominees will be forwarded to ACCT for consideration of national recognition at the ACCT Leadership Congress this year in Las Vegas!

- The ***Trustee Leadership Award*** recognizes an individual trustee who has made a significant contribution to promote the community and technical college system.
- The ***Equity Award*** recognizes exemplary commitment to achieve equity in the development, administration and delivery of educational programs and services in the community and technical college system.
- The ***Chief Executive Officer Award*** recognizes an individual who has demonstrated exceptional leadership in furthering the mission of community and technical colleges.
- The ***Partner of the Year Award*** recognizes a business, company, agency, organization or elected official for donating time and/or resources in support of the community and technical college mission.
- The ***Faculty Member Award*** recognizes an individual who has demonstrated excellence in teaching in the community and technical college system.
- The ***Professional Staff Member Award*** recognizes an individual who provides exemplary service in the community and technical college system.

President Tweedy and VP Humpherys nominate English Instructor Dawnne Ernette for the Faculty Member Award and Dean Kathleen Duvall for the Professional Staff Member Award.

### **RECOMMENDATION:**

President Tweedy and VP Humpherys recommend the board nominate English Instructor Dawnne Ernette for the ACT Faculty Member Award and Dean Kathleen Duvall for the ACT Professional Staff Member Award

### **RECOMMENDED MOTION**

"I move to nominate English Instructor Dawnne Ernette for the ACT Faculty Member Award and Dean Kathleen Duvall for the ACT Professional Staff Member Award and approve Board Chair Anna Franz to complete all nominations tasks."

## Professional Staff Member Award Nomination Form

*The ACT Professional Staff Member Award recognizes an individual who provides exemplary service in the community and technical college system.*

Name of nominee: (Mr./Mrs./Ms./Dr.): Ms. Kathleen Duvall

Title: Dean of Arts & Sciences

Organization: Big Bend Community College

Daytime phone no.: 509-793-2050 Email: kathleend@bigbend.edu

Nominated by: \_\_\_\_\_

College: Big Bend Community College

Title: \_\_\_\_\_

Daytime phone no.: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please include this nominations form, a criteria statement and two letters of support (one of which is from the Board of Trustees).*

Send complete packet **no later than April 3, 2023**, to:

ACT  
ATTN: Awards Committee  
PO Box 42495  
Olympia, WA 98504-2495

Or Fax: 360-704-4415  
Or Email: [ktanaka@sbctc.edu](mailto:ktanaka@sbctc.edu)

## **Professional Staff Member Award**

### **Purpose:**

The ACT **Professional Staff Member Award** recognizes an individual who provides exemplary service in the community and technical college system.

### **Eligibility:**

Eligibility for this award is open to:

- Any board staff member (i.e., an administrative assistant or executive secretary to a Washington president/chancellor); or
- Any staff member of a Washington community or technical college or the State Board for Community and Technical Colleges (SBCTC) office (i.e. vice president, dean, administrator or other exempt staff).

### **Criteria:**

The nomination must come from an ACT trustee and the following questions must be answered:

- In what ways has this staff member demonstrated a service leadership role toward the members of the board of trustees, administrators, faculty, students, and community?
- How does this staff member demonstrate performance in support of the board/CEO team?
- How has this staff member assisted the board/CEO team in developing or initiating innovative projects for your institution?
- What professional development activities at the national and/or state level has this staff member pursued?
- What other continuing education activities has this staff member pursued?
- What recognition has this staff member received for his/her leadership or involvement in the college or community?
- What outstanding characteristics motivated you to nominate this staff member?

### **Nominations:**

In order to be considered complete, the nominations packet must contain the following:

- The completed nominations form.
- A criteria statement, which addresses each criteria point in the order listed. The statements must demonstrate how the nominee meets the criteria. A response covering each question is required.\*
- Two letters of support must be submitted with the nomination, including:
  - A letter from the Board of Trustees that states the board supports the nomination;\* and
  - One additional letter of support.\*
- Nominations should be sent **no later than April 3, 2023**, to:

ACT • PO Box 42495 • Olympia, WA 98504-2495  
Or Fax: 360-704-4415 • Or Email: [ktanaka@sbctc.edu](mailto:ktanaka@sbctc.edu)

\* The nominations can be provided in any format the college desires. **Additionally, ACT staff needs the following documents to be provided in Word format so the nomination can be adapted for submission to the ACCT awards program:**

- **The criteria statement; and**
- **All of the letters of support.**

### **Selection:**

ACT's Awards Committee will serve as the selection committee. Nominations will be judged on content, presentation, letters of recommendation and attributes demonstrating leadership and furthering the mission of community and technical college.

## Criteria Statement

- **In what ways has this staff member demonstrated a service leadership role toward the members of the board of trustees, administrators, faculty, students, and community?**

Kathleen Duvall has served the students, faculty, administrators, and board of trustees at Big Bend Community College for 29 years. During that time, she has worn many hats and contributed to the college in multiple ways. The roles she has assumed include associate faculty, instructional lab technician, full-time faculty, division chair, faculty association president, and dean. Kathleen's leadership over the years epitomizes the qualities of a servant leader. Specifically, she serves with humility, honors others before herself, inspires vision, makes ethical and honest decisions, empowers others. In all the different roles she has filled over the years, some hallmarks of her service are hi, balances focus with flexibility, and focuses on building up people. A key feature of her leadership and work ethic is treating others with kindness. Following are some specific duties she has fulfilled for different BBCC constituents.

### Board of Trustees

- Served on Admin Negotiating Team, 2021, 2022

### Administrators

- Dean, 2017-2023
- ATC Committee Member, 2017-2023
- ICRC Committee Member, 2017-2023
- OAR Committee Member, 2019-2023
- Oversaw College in the High School program
- Participated in advising workgroup
- Served on numerous screening committees for hiring

### Students

- Advised students at New Student Registration sessions every summer since NSR sessions were instituted
- Advisor for Latter-day Saint Student Association
- Held student workshop for students on learning strategies in the sciences
- Guest speaker at two Phi Theta Kappa regional conferences

### Faculty

- Full-time Faculty, 2005-2017
- Math/Science Division Chair, 2007-2010, 2013-2016
- Big Bend Faculty Association President, 2015-2017
- Negotiator for the Big Bend Faculty Association, 2016
- Assisted in planning and facilitating sessions for faculty and staff on accessible documents and webpages

- Facilitated or co-facilitated faculty inservice presentations on accessibility, academic integrity, advising, high engagement strategies, incorporating technology in the classroom, Angel LMS
- Mentored associate faculty and new faculty

### Community

- Active in local church organizations working with youth, children, and adults
  - Church Service Missionary with Addiction Recovery Group, 2017-2018
  - Served in local Scouting and Cub Scouting programs. Organized Columbia Basin Cub Scout Day Camp in 1995, 1996, and 1997; District Award of Merit, Grand Columbia Council of the BSA, recognized for outstanding volunteer service, 1997
  - Gave science presentations at area elementary schools; judged at local science fairs
- **How does this staff member demonstrate performance in support of the board/CEO team?**

Kathleen has repeatedly shown that she is willing to do whatever it takes to accomplish what she sees the right thing for students. She does not shy away from difficult situations or conversations. She consistently makes ethical decisions that place the needs of students at the center of her thinking. Because of her integrity and kindness, she has a strong standing with her peers and those she leads, making her an effective leader of change. She has led faculty and staff in a variety of significant change efforts, as described in the next section. Additionally, she has participated in the hiring of many faculty, sat on numerous tenure probationary committees, and provided mentoring guidance to many more faculty. She chaired committees tasked with accomplishing strategic objectives for the college. She is a natural bridge builder and naturally made connections between departments, individuals, and the college with external partners.

Prior to serving as an administrator at BBCC, Kathleen worked as an instructor and, in this capacity, was involved in faculty governance.

- **How has this staff member assisted the board/CEO team in developing or initiating innovative projects for your institution?**

Kathleen has assisted the board and college leadership in several different instances.

1. She was instrumental in working with faculty and key staff in developing an implementing mandatory advising by pathway for new students. This project included reviewing faculty advising loads, analyzing the number of students pursuing specific majors, and developing advisor training materials.
2. She worked with faculty to implement measures to improve instructional effectiveness. This included large scale implementation of assessment of student learning practices, developing a department audit process, and implementing the department audit process with transfer faculty.
3. Kathleen is working with multiple school districts within the BBCC service area to develop and expand College in the High School partnerships. She has developed critical messaging around dual enrollment, created forms that point school districts in the direction of where they could expand College in the High School offerings, and works with them to plan and implement new partnerships and course agreements.
4. She worked with math faculty to pilot co-requisite math courses teaching “just in time” mathematical concepts for students who placed into developmental math but enrolled in college level math.

5. Recognizing a need for curricular change in the Medical Assisting (MA) program, she worked with the Director of Allied Health, college staff, and industry representatives to redesign the MA program in a way that should benefit students, employers, and high schools. She is now leading an effort to implement the revised program.
  6. She worked with faculty to respond to the COVID-19 pandemic in a way that maintained the integrity of courses offerings, addressed safety concerns, and met the learning needs of students.
  7. Kathleen worked with math and English faculty to develop and adopt a placement process that relies upon high school GPA and grades in math and English courses. She challenged and led faculty to develop a framework they could use with high school transcripts from any Washington high school.
  8. She supported faculty teaching developmental English classes in piloting and adopting strategies designed to help students accelerate through developmental English courses.
- **What professional development activities at the national and/or state level has this staff member pursued?**
    - NACEP Regional Conference, March 2019
    - NWCCU Assessment Essentials Workshop, January 2019
    - NWCCU Evaluator Training, September 2018
    - Innovations 2016, League for Excellence and Innovation in the Community College, March 2016
    - CTC Leadership conference on Guided Pathways, February 2016
    - Genetic engineering workshops at UW and UC Davis
    - NWBIO, (for life science instructors), held annually, attended many times
    - WAMATC (for math instructors)
    - NACADA, national conference on advising, 2009
  - **What other continuing education activities has this staff member pursued?**
    - SPAN& 121 and SPAN& 122, completed Fall 2021 and Winter 2022
    - Michael Nash – Managing with Heart Workshop, Dec 2019
    - Michael Nash – Excellence in Management Workshop, Sept 2017
    - FMS Training, November 2016
    - Guided Pathways Workshop, October 2016
    - Records Retention Training, September 2016
    - Strengths Training, July 2016, September 2016
    - Accessibility Retreat, July 2016
    - New Team Teacher Training for potential I-BEST instructors, October 2015
    - AVID Summer Institute, July 2014
    - NSF Solar Cell and Grant Writing Workshop, June 2014
    - Annual Continuums of Service Conference, Washington Campus Compact, April 2012
    - Curriculum for the Bioregion workshops, Feb 2011, Feb 2012
    - Quality Matters (QM) training, July 2011

- Sloan-C (Online Learning Consortium) workshops: Using Moodle to Create Online Courses, July 2010; Dynamic Collaboration, Discussion, and Facilitation Practices, July 2011
- Courage to Teach retreat
- **What recognition has this staff member received for his/her leadership or involvement in the college or community?**

League for Innovation's John & Suanne Roueche Excellence Award, March 2016  
Exceptional Faculty Awards, March 2016 for travel to Innovations 2016  
Exceptional Faculty Awards, 2002 to co-develop Survey of Science readings  
Faculty Excellence Award 2001, 2002, 2010, nominated and chosen by students;  
Faculty Excellence Award Nomination 2004, 2011

- **What outstanding characteristics motivated you to nominate this staff member?**

Kathleen has a long history of dedicated service to BBCC. She prioritizes student success, works hard, naturally collaborates, serves with humility, acts with integrity, leads effectively, and is always kind. She is a great example of the best qualities anyone would hope to find in a leader.

## Faculty Member Award Nomination Form

*The ACT Faculty Member Award recognizes an individual who has demonstrated excellence in teaching in the community and technical college system.*

Name of nominee: (Mr./Mrs./Ms./Dr.): Ms. Dawnne Ernette

Title: Developmental English Instructor

Organization: Big Bend Community College

Daytime phone no.: 509-793-2360 Email: dawnnee@bigbend.edu

Nominated by: \_\_\_\_\_

College: \_\_\_\_\_

Title: \_\_\_\_\_

Daytime phone no.: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please include this nominations form, a criteria statement and two letters of support (one of which is from the Board of Trustees).*

Send complete packet **no later than April 3, 2023**, to:

ACT  
ATTN: Awards Committee  
PO Box 42495  
Olympia, WA 98504-2495

Or Fax: 360-704-4415  
Or Email: [ktanaka@sbctc.edu](mailto:ktanaka@sbctc.edu)



## ***Faculty Member Award***

### ***Purpose:***

The purpose of the ACT **Faculty Member Award** is to recognize an individual who has demonstrated excellence in teaching in the community and technical college system.

### ***Eligibility:***

Any full-time instructor of a Washington community or technical college is eligible to receive this award. The nominee must be currently employed when the nomination is submitted.

### ***Criteria:***

The nomination must come from an ACT trustee and the following questions must be answered:

- In what ways has the educator demonstrated excellence in teaching?
- **In what ways has this educator engaged and encouraged students not only in the classroom but in their college experience as a whole?"**
- What has this educator initiated and helped to develop in the area of innovative programs used in two-year postsecondary institutions?
- How has this educator served on technical or special committees that have positively affected the community, state, or nation?
- How has this educator provided leadership in helping to solve challenges facing two-year postsecondary education?
- How has this educator been active in developing, organizing, or supporting state and/or national two-year postsecondary associations?
- What awards or honors has this educator received in recognition of leadership in the college or community?

### ***Nominations:***

In order to be considered complete, the nominations packet must contain the following:

- The completed nominations form.
- A criteria statement, which addresses each criteria point in the order listed. The statements must demonstrate how the nominee meets the criteria. A response covering each question is required.\*
- Two letters of support must be submitted with the nomination, including:
  - A letter from the Board of Trustees that states the board supports the nomination;\*
  - and
  - One additional letter of support.\*
- Nominations should be sent **no later than April 3, 2023**, to:

ACT • PO Box 42495 • Olympia, WA 98504-2495  
Or Fax: 360-704-4415 • Or Email: [ktanaka@sbctc.edu](mailto:ktanaka@sbctc.edu)

\* The nominations can be provided in any format the college desires. **Additionally, ACT staff needs the following documents to be provided in Word format so the nomination can be adapted for submission to the ACCT awards program:**

- **The criteria statement; and**
- **All of the letters of support.**

### ***Selection:***

ACT's Awards Committee will serve as the selection committee. Nominations will be judged on content, presentation, letters of recommendation and attributes demonstrating leadership and furthering the mission of community and technical colleges.

## Criteria Statement

- **In what ways has the educator demonstrated excellence in teaching?**

Dawnne is an experienced educator with many years of experience teaching English and writing to students with a wide range of English language abilities including English language learners, students who placed into developmental English classes, and students who have well developed writing skills. She maintains a laser like focus on meeting the needs of her students, which informs her practice both inside and outside the classroom. She is an accomplished instructor and eager to teach in whatever manner, modality, or time that students need. She is very skilled at building students' confidence at the same time she is building their writing abilities and skills. Students leave her classes with the confidence and skills they need to complete their collegiate studies. Recently she has implemented strategies she learned in an "Anti-Racist Curriculum Initiative". Since implementing these strategies, she reports that students tell her that they feel as though their work matters and is honored.

- **In what ways has this educator engaged and encouraged students not only in the classroom but in their college experience as a whole?"**

Dawnne has led a multi-year process of making curricular, instructional, and placement adjustments in the BBCC English courses with the result that the vast majority of students can earn college level English within their first quarter of enrollment at the college. The near complete elimination of a developmental English course sequence results in an experience for students that is encouraging and affirming. When Dawnne started working at the college, there was a three course English sequence of ENGL 098, ENGL 099, and ENGL&101. For many students, they were not able to earn college level English credit until after a year of studying at the college! Dawnne was certain there could be a better way and over the past eight years has led, often despite opposition from colleagues, a steady and consistent effort that has resulted in

- a revised, more student centric, placement process,
- the elimination of ENGL 098, and
- an effective model for accelerating the progress of students who do not initially place into ENGL&101, which allows them to still earn ENGL&101 credit by the end of their first quarter enrolled in an English class.

- **What has this educator initiated and helped to develop in the area of innovative programs used in two-year postsecondary institutions?**

Decades of educational research shows that students who start their higher education journey in math and English classes below 100 level are less likely to complete a degree. Students often lead complex lives and the additional time they need to take in order to complete because they must take developmental courses, creates opportunities for "life to intervene". In addition, it can be frustrating and demoralizing for them when they have to take additional courses because their math and English skills "aren't good enough." That was certainly the case at Big Bend Community College.

Dawnne led an iterative effort to experiment with different placement practices while simultaneously adjusting instructional strategies in developmental English classes. She combined students who placed into ENGL 098 and 099 into the same class and taught developmental English classes in an I-BEST. She discovered that she could help students accelerate in developing college level writing skills by providing them with additional support via an additional class.

She also found that the standardized placement test was improperly placing too many students into developmental English classes. She revised the placement process to use overall high school GPA or grade in high school English for placement. She also devised a guided English assessment process for students who could not use their high school diploma or wanted to challenge their placement. Implementation of the new placement process has dramatically reduced the number of students placing into developmental English by nearly half.

Dawnne led in retiring ENGL 098 and changing how ENGL 099 is taught so students have the opportunity to meet the learning outcomes for ENGL&101. Thus, students who enroll in ENGL 099 have the opportunity to “accelerate” their learning and earn ENGL&101 credit instead of ENGL 099 credit by the end of the quarter. She developed a co-requisite class that students take at the same time they enroll in ENGL 099. The class provides students with the additional support they need to accelerate and earn ENGL&101 credit. Approximately 50% of the students in ENGL 099 are currently accelerating and earning ENGL&101 credit!

Dawnne continues to refine the courses in an effort to improve student engagement and increase the number of individuals who earn ENGL&101 credit. Her work is very impressive, especially considering that some of it was done during a pandemic when her instruction had to be online, which was difficult for both students and instructors.

- **How has this educator served on technical or special committees that have positively affected the community, state, or nation?**

Dawnne is an engaged educator who has served on a variety of committees and filled various leadership roles within the organizations she has worked and communities she has lived. Through these roles she has worked to meet community and student needs.

#### Big Bend Community College

Academic Support Division Chair (2016-2021)  
Shared Governance Committee (2015-present)  
Instructional Council (2015-present)  
PTK Co-advisor (2016-2017)  
BBCC Student Writing Contest (2015-present)

#### Truckee Meadows Community College

Chair, TMCC Part-time Faculty Issues Committee (2014 to present)  
Member, TMCC Part-Time Faculty Issues Committee (2013 to present)  
Editorial Board, *The Meadow*, TMCC’s literary journal (2013/2014)  
Copy Editor, *Journal of Adult Education* (2010)  
Mentorship, new part-time TMCC faculty (2010, 2012)  
TMCC Developmental Writing Program Assessment Committee (every three years)

#### Moses Lake, WA

Grant County Fair BBCC Information booth: 2017, 2018, 2019  
Central Washington Writing Project Teacher Consultant: 2016-2021

#### Reno, NV

Northern Nevada Writing Project Teacher Consultant: 2008-2015  
HUD Advisory Committee to the Reno City Council: 1989-1990  
Volunteer at Reno SPCA: 2010-2012  
Volunteer at RISE (The Reno Initiative for Shelter and Equality): 2012-2015

- **How has this educator provided leadership in helping to solve challenges facing two-year postsecondary education?**

Serving students who place into developmental English has been a challenge facing many two-year institutions of higher education. Through her persistence, grit, collaboration with other faculty, research of best practices in education, innovation, and passion for helping students succeed, Dawnne has created a successful model.

She has also served as a trainer and teacher around instructional practices. Some of the trainings she has led are listed below. These experiences helped Dawnne gain some of the knowledge and experience she needed to develop her English acceleration model.

Quality Matters Program, Peer Reviewer Course (2014)

Nevada State Trainer, NVAAS (Nevada Assessment System Training) for CASAS: Comprehensive Adult Student Assessment System (2009 through 2012)

Nevada State Trainer, CASAS Functional Writing Assessment (2009 through 2012)

Developer/Facilitator, College from the Start: Building on the 7 Cs for College and Career Success, Professional Learning Community, Truckee Meadows Community College, Reno, NV (September-December, 2011).

Developer/Facilitator, Teaching Reading to ESL/ABE/GED Learners, Professional Learning Community, CALL program, Las Vegas, NV (April-June, 2010)

Developer/Facilitator, Using Technology in the ESL/ABE/GED Classroom, Professional Learning Community, CALL program, Las Vegas, NV (April-June, 2010)

Developer/Facilitator, Basic Computer Applications for Teachers, multi-meeting workshop, Truckee Meadows Community College, Reno, NV (September/October, 2011; March 2012)

Volunteer Tutor, TMCC's Adult Literacy Program (2000-2002)

- **How has this educator been active in developing, organizing, or supporting state and/or national two-year postsecondary associations?**

Dawnne has served for the past two years as the president of the BBCC Faculty Association and in that role she has supported the Washington Education Association.

- **What awards or honors has this educator received in recognition of leadership in the college or community?**

Following are ways that Dawnne has been recognized for her leadership over the years.

Labor Leadership Skills Certificate, Cornell online (2020)

Big Bend Community College, award of tenure (2018)

Quality Matters Program, Peer Reviewer Course, Certificate of Completion (2014)

TMCC Part-time Faculty Professional Development Program, Certificate of Recognition, (2012-2013)

Truckee Meadows Community College, Certificate of Appreciation (2012)

Adult Basic Educator's Certificate of Performance for Meeting Student Retention and Outcome Criteria (2012)

Truckee Meadows Community College, Excellence in Teaching (2004, 2013)

## **BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #11** Math/Science STEM Transfer Partnerships (information)

### **BACKGROUND:**

Chemistry Instructor Lindsay Groce and Dr. Dori Miller will share about their STEM Transfer Partnership Projects with the Community College Research Initiatives teams. They are partnering with Central WA University and Eastern Washington University.

### **RECOMMENDATION:**

None

### **RECOMMENDED MOTION**

None

## **BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #12:** Assessment of Board Activity (for information)

### **BACKGROUND:**

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

It is requested that the trustees submit their self-evaluation trustee activity report via email to Melinda.

### **RECOMMENDATION:**

None.

**BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #13:** Next Regular Meeting (information/action)

**BACKGROUND:**

The next regularly scheduled board meeting is scheduled on Thursday, May 4, 2023.

Future Meetings:

Thursday, May 4, 2023, at 1:30 p.m.  
Thursday, June 8, 2023, at 1:30 p.m.  
Thursday, August 31 (Retreat)

**Thursday, October 12, 2023, at 1:30 p.m.**  
**(Discuss reschedule/relocation) to accommodate Explore event on campus the same date (all of Masto will be full of students/potential students).**

Thursday, December 7, 2023, at 1:30 p.m.

Prepared by the President's Office.

**RECOMMENDATION:**

President Tweedy requests that the Board confirm the date of the upcoming meeting.



## **BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #14:** Exceptional Faculty Reports (information)

### **BACKGROUND:**

Dr. David Holliday and Dr. Hannah Leaf were grant Exceptional Faculty Awards during the January 12, 2023 Board meeting. They will report on their activities and their written summaries are following.

Prepared by the President's Office.

### **RECOMMENDATION:**

President Tweedy requests that the Board confirm the date of the upcoming meeting.

## **Dr. Hannah Leaf's Exceptional Faculty Award written summary**

The EFA provided financial assistance to help pay for the final DNP course and associated Final Capstone Residency through Post University. The residency was held virtually and accommodated a total of 48 students who were finishing their doctoral journey together. The residency included group zoom work, reflection specific to our education-track specialization, and a major discussion on implementation of change strategies in our workplace. This experience impacted my professional perspective in numerous ways from implementation of leadership methodology to quality improvement to course designs that impact online or hybrid learners. I will undoubtedly take pearls from this experience, and the DNP program at large, and integrate into my student's repertoires at educationally relevant levels going forward.

Thank you,  
Dr. Hannah Leaf

3/8/2023

## Dr. David Holliway's Exceptional Faculty Award

### EFA Summary to Board of Directors at Big Bend Community College

I'm Dave Holliway, tenured here at Big Bend since 2015. I regularly teach Psych 100 (Introduction), Psych 200 (Lifespan psychology), Soc 201 (Social Problems) and Anth 100 (Introduction). Although these are separate courses with different objectives, purposes and content, I think about and teach all my courses as integrative networks connected throughout the social sciences; common learning themes, conceptual viewpoints, theories, research approaches and disciplinary stories resonate throughout each course. To continue my professional development as a Teaching Professor, I attended the **American Anthropological Association** (<https://www.americananthro.org/>) annual meeting in Seattle, this past November 9 – 12th. The convention theme was **Unsettled Landscapes**, a picture realized explicitly in an everchanging physical world and metaphorically in our everchanging social worlds. My motivation to attend was to learn more about how I might improve my teachings in Anthropology. I use an OER (Open Educational Resource) book in my Anth 100 course ("*Perspectives*") created by the "Society for Anthropology in Community College" (<http://sacc.americananthro.org/>), a special interest group within the AAA. On the AAA website I read they were hosting several events I wanted to attend at the annual meeting (that was coincidentally being held in Seattle). As well, I was excited to learn what new materials, technologies, and ideas were emerging in the larger Field of Anthropology and help me reimagine the landscaping of my all my social science courses.

I arrived late Wednesday and attended a Key note address (**The Confluence Project**) and then on Thursday and Friday I wandered with program in hand through the Seattle Convention center where I attended about 8 1/2ish 'presentations', one evening film session (<https://svafilmmandmediafestival.org/makuyeika-wixaritari-in-the-city>), and I visited the Publisher's Display Hall several times.

A few of the presentations included:

A) Shifting Assessment Landscapes: Evaluating Digital Learning; B) Making Cultural Anthropology Accessible and Diverse;; C) Perspectives on Mental Illness and Health; Teaching Anthropology in an Unsettling World; D) Is Female Genital Mutilation Legislation Cultural imperialism?; E) Engaging K-12 and Community College Students in the fFuture of Anthropology; F) Documenting the Voices of the Unsheltered Vietnamese Homeless Population in Orange County; G) Do Experiments Belong in Anthropology?; H) Unsettling the Carbon Economy.

Although I am still reflecting and learning through my AAA visit, there are five areas of learning that have inspired my interests after attending the meeting:

- 1) **The Confluence Project** - (<https://www.confluenceproject.org/>) A regional consortium of Indigenous Tribal Elders, Anthropologists, and other concerned citizens who are preserving, revising our understanding and teaching about life

on the River prior to and after Lewis and Clark. **Confluence connects you to the history, living cultures, and ecology of the Columbia River system through Indigenous voices. We are a community-supported nonprofit that works through six art landscapes, educational programs, and public gatherings in collaboration with northwest tribes, communities, and the celebrated artist Maya Lin.** I love the Columbia Basin and the Columbia Gorge and I know very little about indigenous cultures to the area so this was really interesting and eye-opening to learn about. I shared the Confluence website with students and started a discussion about the Columbia Basin and how it has changed and is changing.

- 2) **Storytelling** - In every teaching-oriented presentation I attended **Storytelling** was a constant theme that emerged. Storytelling is central to cultural studies and to human learning, so many presenters made a case the best way to learn through and about cultural complexity is to share content through story and as story. We all have stories to share and learn from. I do indeed, tell stories (personal and content-specific) and have students share their own stories in writing in and in class about how the content and material relate them and their lives. I will encourage students to tell more stories.
- 3) **eHRAF** - I have been using an online data base entitled eHRAF (<https://ehrafworldcultures.yale.edu/>) in my anthropology classes for many years. Fortunately, our Library has graciously agreed to pay the yearly users license fee. Students have done cross cultural comparisons, and investigated some specific features to cultures using eHRAF. I attended an informal a session where the new and improved version of the eHARF was demonstrated. I will continue to se and discuss the eHRAF with students.
- 4) **Flash Ethnography** - (<https://www.facebook.com/114003288711700/posts/what-is-flash-ethnography-we-are-excited-to-introduce-you-to-this-new-genre-comp/3382523561859640/>) Ethnography (a kind of detailed cultural description) is the basic methodology used by many anthropologists studying in another culture. In my Anthropology class, I have students compose a mini-ethnography, a one-hour 'participant observation' where they choose a public space to visit (i.e., restaurant, coffee shop, dentist office, BBCC library, Motor vehicle department, another class), observe, take notes and otherwise 'do anthropology.' Flash Ethnography is relatively new technique/way of thinking that focuses intently on the here and now and challenges anthropologist to make as a compact and sensation/perception filled description as a slice of a much larger cultural situation. I am going to modify my current assignment with some of the ideas and steps I learned at this presentation.
- 5) **Pirate Enlightenment** – As I wandered the Publishers Hall surveying various books and material I came across this book: *Pirate Enlightenment or The Real Libertalia* by David Graeber. I have long been telling my students that I am a

child of the Enlightenment and recently I wanted to revisit what I mean by that. This book is a fascinating Historical/Anthropological/Speculative account of the Pirates of the Madagascar on the east coast that settled there in the late 1600- the early 1700s. With some scattered historical evidence but a clearly reasoned theory, the author suggests that Pirate society may have been one of the first social experimentation under the grand zeitgeist known as The Enlightenment and that because Pirate societies were created with peoples from all parts of the world bring different languages and thinking processes, that this created a new social order of self-governance not seen in other European societies at the time nor since then.

To conclude, I'm deeply grateful and appreciative of the Board's support for faculty at Big Bend. I feel incredibly fortunate and eternally thankful to live in a state and teach in an education system that values higher education in all of its many manifestations. I'm alarmed, like many people, to read of teachers and professors in other states are being directly and indirectly pressured to NOT teach some of the very content I teach in my social science courses. So again, I'm every grateful to be supported by hard work and commitment to improving the culture at Big Bend, and although we may occupy different regions of the institutional landscape, I am humbled that what you do, allows me to do what I do. And, I know so many of our students who pass through our Social Science Division are encouraged, enlightened, delighted and ever-curious to continue learning about the complexities of our social world. I could not be more proud, thankful and respectful of the work our students do given the amazing learning environment we make possible at Big Bend.

Thank you

David R Holliway

David R. Holliway, Ph. D.,  
Psychology/Sociology/Anthropology Instructor  
Department of Social Sciences  
Big Bend Community College

7662 Chanute Street NE

Moses Lake, WA 98837-3299

[davidho@bigbend.edu](mailto:davidho@bigbend.edu)

**BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #15 Probationary/Tenure Reviews (action)**

**BACKGROUND:**

The Board will consider probationary faculty contract renewals for the following faculty during the Wednesday, March 15 board meeting.

**RECOMMENDATION:**

President Tweedy and VP Bryce Humpherys make the following recommendations to the board regarding contract renewals and awarding tenure for faculty listed below.

<b>Faculty Member</b>	<b>Position</b>	<b>Current Status</b>	<b>Pres/VP Recommendations</b>
Rosemary Parsons	BEdA Instructor	1 <sup>st</sup> probationary year	Renew
Dustin Regul	Art Instructor	1 <sup>st</sup> probationary year	Renew
Aaron Mahoney	Agriculture/Chemistry	1 <sup>st</sup> probationary year	Renew
Kaja Englund	Criminal Justice/Psychology	1 <sup>st</sup> probationary year	Renew
Emily Eidson	Nursing	1 <sup>st</sup> probationary year	Renew
Chris Dinges	Aviation Mech Tech Instructor	2 <sup>nd</sup> probationary year	Renew
Ching (Jim) Lin	Science Instructor	2 <sup>nd</sup> probationary year	Renew
Octaviano Gutierrez	English Instructor	2 <sup>nd</sup> probationary year	Renew
Eric Fleming	Math Instructor	2 <sup>nd</sup> probationary year	Renew

**The Board will consider awarding tenure to the following faculty.**

Reza Sharifi	Industrial Systems Technology	3 <sup>rd</sup> probationary year	Do Not Grant Tenure
Dr. Suzanne Reilly	Sociology Instructor	3 <sup>rd</sup> probationary year	Grant Tenure
Dr. John Owens	Music Instructor	3 <sup>rd</sup> probationary year	Grant Tenure
Dr. Hannah Leaf	Nursing Instructor	3 <sup>rd</sup> probationary year	Grant Tenure
Dr. Barbara Bush	Communications	3 <sup>rd</sup> probationary year	Grant Tenure

Prepared by Vice President of Learning & Student Success Bryce Humpherys and President Thompson Tweedy.

**RECOMMENDED MOTION TO RENEW FIRST AND SECOND YEAR CONTRACTS:**

I move that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Tweedy and Dr. Humpherys **renew/do not renew** the probationary contract of \_\_\_\_\_ at Big Bend Community College. I further move that the Board of Trustees direct the President to notify \_\_\_\_\_ as soon as possible of this decision for the academic year 2023-24, effective September 11, 2023.

**RECOMMENDED MOTION TO GRANT TENURE**

I move that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Tweedy and Dr. Humpherys **grant tenure/deny tenure** to \_\_\_\_\_, effective September 11, 2023. I further move that the Board of Trustees direct the President to notify \_\_\_\_\_ as soon as possible of this decision.

**BIG BEND COMMUNITY COLLEGE**

Date: 3/15/23

**ITEM #16:** Miscellaneous (information/action)

**BACKGROUND:**

President Tweedy and the trustees may discuss miscellaneous topics.

This is also an opportunity for trustees to discuss agenda items for future meetings.

Prepared by the President's Office.

**RECOMMENDATION:**

None.