

## THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Tuesday, April 12, 2011, at 8:30 a.m. in the ATEC Hardin Community room in Building 1800 on the Big Bend Community College campus.

### 1. Call to Order

Present: Mike Blakely  
Jon Lane  
Katherine Kenison  
Angela Pixton

President Bonaudi reminded all that the meeting was being streamed live on MediaSite.

### 2. Introductions

President Bonaudi introduced Phi Theta Kappa Rho Zeta Chapter President Halden Keen. Mr. Keen shared about the BBCC chapter's attendance at the international honor society, Phi Theta Kappa's, convention in Seattle last week. Phi Theta Kappa focuses on four ideals; scholarship, service, leadership and fellowship. Mr. Keen explained that the Rho Zeta Chapter develops a college project in collaboration with President Bonaudi to support the BBCC mission annually. They also completed an "Honors in Action" project from an honor study guide regarding the democratization of information.

BBCC received an impressive list of awards at the convention:

- Barbara Whitney 15 years of service as PTK Advisor
- Barbara Whitney Continued Excellence Advisor
- Halden Keen Completion of 5<sup>th</sup> level PTK Competitive Edge
- Rho Zeta Completing a 2010 College Project
- Rho Zeta 2011 Hallmark Awards Program
- Rho Zeta Distinguished Chapter Officer Team
- Rho Zeta Five Star Chapter Development Plan Five Star Level
- Rho Zeta Greater NW Region 1<sup>st</sup> Place Yearbook
- Rho Zeta Honors in Action Project Issue #5
- Rho Zeta Pinnacle Award
- Stephen Matern 10 years of service as PTK Advisor
- Stephen Matern Distinguished Advisor
- Tarra Hall Greater NW Region 1<sup>st</sup> Place Di Braun Visual Arts
- Tiffany Taylor Greater NW Region Participation in the DiBraun Visual Arts Award

Faculty Association President Mike O'Konek commended Mr. Keen for his dedication.

After Trustee Jon Lane asked Mr. Keen about himself he stated he plans to finish his AA in the IET program and then pursue the MIST program and then transfer to CWU for administrative management. Trustee Blakely stated Barbara Whitney and Steve Matern are great advisors for this important student club. President Bonaudi agreed and stated Steve Matern is a retired full time instructor who is working part time and continues to advise Phi Theta Kappa. He also helps BBCC reach out to industry members. President Bonaudi complimented the artwork by Tarra Hall.

President Bonaudi reported the March 15, 2011, meeting minutes in the consent agenda omitted section "4 Remarks" on page 2349. He also stated VP Hamburg has been working with the Fairchild Air Force contracts. He provided a brief summary of the use of the revenue generated from this important contract. The net revenue has been split into thirds: housing account, food account, and the contingency reserve account. Some of the contingency money was spent on electrical enhancements in the dorm. The reserve account can be accessed if we have additional cuts. We could draw from the part-time faculty account to support full time positions. This reserve could be back up for the part time faculty funding which will result in one-time money funding one-time instruction rather than ongoing instruction.

### 3. Consent Agenda

a) Approval of Regular Board Meeting Minutes March 15, 2011 (A); b) President's Update (I); c) Student Success Update (I); d) Accreditation (I); e) Assessment Update (I); f) Capital Project Report (I); g) Human Resources Report (I); h) Enrollment Report (I).

MOTION 11-13 Trustee Mike Blakely moved to approve the Consent Agenda with the noted corrections to the March 15 meeting minutes. Trustee Angela Pixton seconded the motion, and the motion carried.

### 4. Remarks

- a. ASB President John Buehler invited everyone to the Pastafest today. Tomorrow the ASB quarterly pool tournament will be held in the game room. Online ASB elections will be taking place the last week of the month. There are 12 students campaigning for various offices. ASB is hosting a Meet the Candidates Forum next Wednesday at 2:30 p.m. in the Dining Commons, which will be followed by free ice cream.

ASB officers participated in a focus group session concerning the Big Bend Portal last week. There were comments from the session about information duplication that should be consolidated on the portal. The portal needs to be more interactive and user friendly. Many students don't know what the portal has to offer other than access to ANGEL. Portal resources need to be publicized. Dean of Library Resources Tim Fuhrman also attended the focus group.

He said the report echoed what trustees have said, the portal can be difficult to navigate. President Bonaudi said the report would be provided to the Board.

- b. Faculty Association President Mike O’Konek reported faculty activities. Science Instructor Jim Hamm reported he invited Moses Lake middle school students to join his classes observing the stars Wednesday evening. Developmental English Instructor Dave Hammond reported the English department is developing a class that would give students in English 99 the opportunity to earn English 101 credit under certain conditions. The goal is to save the students money and shorten the time to graduation.

Psychology/Criminal Law Instructor Ryann Leonard is coordinating the 5<sup>th</sup> Annual Community Partnership Against Substance Abuse Event along with Columbia Basin Traffic Safety Task Force. This will be held on the BBCC campus May 5. Instructor Leonard also reported 220 criminal justice students will visit the Grant County Jail and the Coyote Ridge Prison System.

Art Instructors Rie and Fran Palkovic attended an art conference in St Louis and enjoyed some “great seminars.” Instructional Council funded their trip.

Instructor O’Konek said the car show held in the automotive area was successful. The FFA Agricultural contest also went well.

- c. Classified Staff Representative Kathy Aldrich provided the classified staff report. Thirty staff members attended four training opportunities in March. Randy Fish attended Stanley Security Solutions Customer Training in Spokane.

Nancy Theis, Rick Tincani, TC Bergen, Randy Fish, Joe Russell, Jim Tincher, Hope Strnad, Darci Alamos, Ana Bolivar, Robin Arriaga, Yvonne Ponce, Ruth Coffin, Andre Guzman, Debbie Simpson, Margie Lane, Kat Starr, Julia Gamboa, Kathy Aldrich, Dale Casebolt, Sergio Cervantes, Jeff Robnett, Jonie Walker, Barb Collins, Karen Okerlund, Angie Smith, Barbi Schachtschneider, and Dania Bisnett attended “Effective Listening Skills” which was a Customer Service Video at BBCC.

Tom Willingham attended online training with the GDP-Keyboarding Software on March 23 and March 24 at BBCC.

Barbi Schachtschneider attended a re-certification class for 1st Aid/CPR/and AED at BBCC.

Ms. Aldrich shared information from Ms. Angela Weber’s Excellence in Customer Service Award.

Ms. Weber manages the BBCC Learning Center Childcare. This operation is a vital part in helping students who are parents, succeed in their academic pursuits.

The Learning Center is self-supported through the funding it earns by offering childcare; no college funding is directly allocated to support the operation. Daily, she demonstrates exemplary can-do attitude and she is a role model for grace in the face of adversity. When the current Learning Center was very new, a catastrophic flood significantly damaged the facility, causing it to shut down for a significant amount of time. Ms. Weber's helpfulness and positive attitude helped the student parents to find other appropriate care for their children at the same time when she was coping with soggy supplies, a damaged facility and mounting costs against her self-support budget. The next year, grant funding was withdrawn for childcare and Angela's operation lost staff and a significant source of funding to operate. Angela stayed positive, reconfigured the operation and with the help of other BBCC staff who believe in the necessity of the center too, pulled the Childcare back into positive operating territory.

The student parents truly value what Angela provides to their children and ultimately to them. They come to her for parenting advice and personal issues. They ask her for referrals to resources and lean on her in times of crisis. On more than one occasion, Angela has sat on the floor of the hallway, a classroom or her office with a distraught child in her arms. She has been hit, kicked, spit on, slapped, and yelled at by unhappy children yet she always maintains her composure, patience and her positive attitude. When part-time staff call in sick, don't show up, or parents don't pick up their children on time, Angela flexes her schedule and stays to make sure that the children are cared for properly. She has had the gut-wrenching job of reporting child abuse and dealing with the parents afterwards. There aren't many people who can experience the frustration of working with 40-50 children all day, every day, the constant training and turn-over of 20 part-time employees, the oversight and scrutiny of two agencies and 40-50 parents and still maintain a positive attitude. Angela does.

Ms. Weber stated she was honored to work at BBCC and she loves the kids and her job. Trustee Katherine Kenison stated BBCC is fortunate have Ms. Weber as the childcare manager.

- d. Director of Business Services Char Rios provided remarks in VP Hamburg's absence. The state operating budget is not out yet. President Bonaudi stated a major reduction in our funding is anticipated. Trustee Kenison stated there was a good article in the Columbia Basin Herald about higher education. Additional cuts will begin the erosion of the infrastructure and she encouraged the trustees to continue to communicate with legislators.
- e. VP Bob Mohrbacher stated there have been three faculty resignations: Nursing Instructor Danielle Alvarado, Sociology Instructor Scott Richeson, and Psychology Instructor Julia Berry.

VP Mohrbacher described the math building remodel that may be funded by the STEM grant if it is awarded to us. This would allow room for a different kind of math lab. The goal is to encourage more students into the math/science fields. President Bonaudi highlighted the large diagram of the math building remodel. The STEM grant proposal was due the last Friday of April. Title V Director Terry Kinzel is working with the math faculty and continues to work with Munsel & Associates.

The Child and Family Education program is now the Early Childhood Education program. More students are going into preschool careers and this program change offers more options if they transfer to an elementary education at a four-year college.

The Student Success Center opened last quarter. The center served 81 students in one week last quarter. The first week of spring quarter the center served 163 students. They offered 87 book loans, and 42 laptop loans. Online faculty are referring students to the student success center to help them connect.

Outreach Advisor José Esparza presented information regarding a recent visit to aviation by preschoolers in February. BBCC students helped with the tour. Many of the children's mothers posted pictures on their facebook accounts. This is a good example of indirect publicity with social media. Advisor Esparza thanked the aviation faculty and students and especially Irene Osumi for their assistance with the tour. Three hundred sixth grades students from Quincy will be touring the aviation department in May.

- f. VP Holly Moos stated a search has been initiated for one Psychology/Sociology Instructor to fill the absence left by Scott Richeson and Julia Berry. There is also a search for the open nursing position contingent on funding. The first negotiations meeting with the Faculty Association will be held Monday, April 18.

President Bonaudi commented it feels strange during this time of downsizing to be recruiting for positions. The positions being filled are high demand positions and funding is contingent on the budget. There are currently two vacancies in the nursing department. If both nursing positions were lost due to funding, the department would be reduced from producing 24 student graduates to 18 graduates.

## **5. Title V Grants Overview**

President Bonaudi stated there are three title V grants, one completed grant, one in cooperation with Heritage and one with BBCC as a stand alone. Title V Director Kinzel introduced her team and shared how they will work for the benefit of students. She stated the \$3,250,000 Institutional Title V Grant will fund expanding access to education.

It will allow building infrastructure and increasing technological capabilities to accommodate additional online services. This funding also provided for math/science faculty to attend the NCAT Conference which math instructor Tyler Wallace reported on during a recent Board meeting.

Director Kinzel introduced Title V Grants Activity Coordinator LeAnne Parton. Ms Parton is funded 50% by the Cooperative Grant and 50% by the Institutional Grant. She will function as Director Kinzel's "right arm." Ms. Parton said her skillsets meld well with Director Kinzel. Director Kinzel is big picture and Ms. Parton is very detailed. She will be working with the Lind, Mattawa, Ritzville, Warden and Washtucna communities which received Rural Utility Services (RUS) grant funding. The goal is to help students in outlying areas to connect with BBCC by identifying and removing barriers. Ms. Parton will also coordinate outreach to the Title V grant funded communities: Wilson Creek, Quincy, Odessa, Almira/Coulee/Hartline, Royal City, Grand Coulee and Mattawa. Ms. Parton will provide critical oversight of both grants' staff to help them accomplish goals.

Trustee Kenison suggested there may be opportunity for the team to pursue a knowledge center in Othello. The Quincy knowledge center will be located in the library and have expanded access hours. When the grant funding expires these centers need to be sustainable. Trustee Jon Lane complimented the teamwork of the Title V grant staff.

Title V Online Student Services Developer Jen DeLeon explained she will be converting critical student services for online delivery. Year one she will work on an early alert system for academics and identify struggling students early in the quarter. Ms. DeLeon will work with faculty to identify barriers to students and determine how to overcome those barriers. Year two she will work on online orientation. Year three she will work on online advising

President Bonaudi stated the quarter moves by quickly, much faster than the semester. The early alert system emphasizes the importance of being responsive early in the 10-week quarter. Trustee Kenison asked about the online library and advising. Ms. DeLeon stated she will be using the Elluminate program as a resource, some faculty are already using this. She will be working closely with Dean of Library Resources Tim Fuhrman regarding the online library delivery, which may feature the ability to chat online with library faculty. Ms. DeLeon stated she will be working with staff and faculty to share how to use online resources. Important to track the system and assess how it's working and what needs to be changed.

Title V Instructional Designer Mary Shannon, formerly the Tech Prep and Outreach Advisor, will be redesigning math and science curriculum for online delivery. She will also provide faculty support. Smart boards are currently being used in the math/science building.

Math instructor Tyler Wallace also blends Elluminate and live instruction with the Smart Board. Biology Instructor Kathleen DuVall uses the smart board in biology class. She shows a PowerPoint presentation on the Smart Board revises it with her fingertip and then saves it as a pdf document and posts it to the class website. This results in a great resource for students to review after class.

Ms. Shannon will work with the Computer Science Advisory Board to get the program running by 2012 and ready for instruction. The advisory board including employees from Microsoft, Yahoo, Intuit, and the Grant County PUD is already providing valuable input. In 2012 a nursing instruction design specialist will be hired to begin developing distance delivery for nursing classes.

Trustee Blakely reported the Quincy community is excited about the knowledge learning center. He anticipates it will help with running start classes, as the students can access their classes from their communities. VP Mohrbacher commented the increased interactivity will keep the online students engaged.

Title V Director Terry Kinzel wrapped up by describing her team members' strengths. Ms. Shannon has been with BBCC 14 years, and is a former part time faculty member. Jenny Nighswonger, and Enedelia Nicholson are improving online accessibility. Trustee Angela Pixton asked about the opportunity for continued education in the nursing field. Director Kinzel stated she can adjust the grant to include continuing education. She said virtual labs are in the grant and experience gained from developing the math and science labs will be helpful in developing labs for the nurses.

President Bonaudi reminded the Board that the BBCC Foundation program includes more fund raising for allied health including more SIM people to provide continuing education for nursing instruction.

Board Chair Katherine Kenison announced a short break at 10:05 a.m. The meeting reconvened at 10:20 a.m. with no action taken.

## **6. Assessment of Board Activity**

Trustee Jon Lane reported he attended the Fairchild AFB personnel luncheon. He also attended the Rural Community Workshop in ATEC and the presenter complimented the facility as a great resource for our communities. He attended the Port of Moses Lake meeting and the town hall meeting hosted by Congressman Doc Hasting. Trustee Lane attended the farewell luncheon for JATP Manager, Mr. Takashi Yoshikawa (TJ). He also attended Mike and Myrna Blakely's 50th anniversary and the Grant County EDC retail committee meeting. Lastly, he shared about BBCC at the new physicians recruiting meeting in Moses Lake.

Trustee Mike Blakely attended the JATP welcoming ceremony. He also met with Mrs. Ruby Holloway and connected the teacher of 6<sup>th</sup> grade students in Quincy with BBCC aviation to coordinate a visit. The Quincy School District plans to send 60 students to the BBCC Job & Career Fair. Trustee Blakely attended the Quincy Library groundbreaking. He also thanked President Bonaudi and fellow Trustee Jon Lane for attending his 50<sup>th</sup> anniversary celebration.

Trustee Angela Pixton reported she attended the JATP welcoming ceremony. She continually talks with nursing students regarding the BBCC nursing program and availability. Trustee Pixton also updates agricultural industry members regarding MIST and promotes BBCC scholarship opportunities.

Trustee Kenison stated she had several contacts with the TACTC Legislative Action Committee. She said the budget outlook is not good however our legislators have strong allegiances with the community college system. Trustee Kenison was recruited to serve on SBCTC committees and is considering with her time constraints. She has been gathering Cellarbration! for Education auction items. Trustee Kenison attended the JATP Welcoming Ceremony and she was a presenter for the Gear Up event on campus. She also relayed interest in a Knowledge Center expressed by Othello community members.

## **7. Next Regularly Scheduled Board Meeting**

President Bonaudi reported the Board meeting on May 31 will be the first meeting with the Academic Master Plan (AMP) Monitoring Report full presentation provided during the meeting rather than a Study Session.

MOTION 11-14 Trustee Mike Blakely moved to set the next Regular Board meeting on May 31, 2011 at 8:30 a.m. Trustee Jon Lane seconded the motion, and the motion carried.

## **8. Miscellaneous**

President Bonaudi reported he is watching the legislature closely. One amendment being considered would make local funds available for salary increases for faculty. This is challenging because that revenue source is primarily tuition, which can fluctuate.

President Bonaudi shared that Instructor and Exceptional Faculty Award Committee Chair Bill Autry stated no applications for EFA awards have been submitted so far this year. The funding is held by the Foundation for the Board. He said the faculty are trying to conserve revenue for the college. This EFA fund intended for faculty professional development and \$13,000 can be awarded annually.



President Bonaudi reminded the Trustees that the BBCC Foundation needs an additional liaison with the Board. Trustee Mike Wren has been serving as the lone liaison.

MOTION 11-15 Trustee Jon Lane moved to appoint Trustee Mike Blakely as the second liaison with the BBCC Foundation. Trustee Angela Pixton seconded the motion, and the motion carried.

President Bonaudi introduced Dean Kara Garrett to share about the BBCC Gear Up event. She said it was a great event with 680 middle school students attending and 31 community member presenters. President Bonaudi stated this is an investment in the future. He would like to have more data on the Gear Up attendees' post-secondary education institution choices.

President Bonaudi stated the 49 JATP students are doing great. Dean Clyde Rasmussen was introduced to provide an update on the 2<sup>nd</sup> Annual BBCC Aviation Open House held last week. Dean Rasmussen reported 31 prospective students attended, along with family members for a total of 83 visitors. He thanked Counselor Max Heinzmann for being available to provide financial aid information to the visitors. One father and son flew from Chicago to attend the open house.

Spokane Falls Community College has stated they intend to start an aviation program articulated with the University of North Dakota. President Bonaudi stated he has initiated the process to indicate BBCC's disagreement with SFCC's proposed program. Our BBCC Aviation program is articulated with CWU.

President Bonaudi announced the State of the College Address will be given April 26. This is an opportunity for the community to learn how BBCC is handling budgeting challenges. He will also be sharing some incredible student success stories.

Cellarbration! for Education will be held May 26. This is the BBCC Foundation's major fundraiser; President Bonaudi encouraged everyone to bring guests. He stated our local Chef, Dale Yates prepared a great meal for Winter Serenade and he will also be preparing the meal for Cellarbration! Auction items include 100 troy ounces of silver, time at a time share in Hawaii and a painting by Kim Wheaton.

President Bonaudi reminded the Trustees that his evaluation will be on the June 21 Board meeting agenda. TACTC President Mauri Moore and TACTC Administrator Erin Brown will be attending the June 21 Board meeting to present TACTC information. Dinner for the Board and Ms. Moore and Ms. Brown will be arranged June 20. President Bonaudi also commented that the Spring TACTC Conference was being coordinated with the ACCT Governance Institute for Student Success at Suncadia June 26-28, 2011.

MOTION 11-16 Trustee Angela Pixton moved to adjourn the meeting. Trustee Mike Blakely seconded the motion, and the motion carried.

The meeting adjourned at 10:54 a.m.

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Katherine Kenison Chair

ATTEST:

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William C. Bonaudi, Secretary