

Big Bend Community College



Board of Trustees

Regular Board Meeting

**Tuesday, April 12, 2011
8:30 a.m.**

**ATEC
Hardin Community Room**

Community College District No. 18

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

Spring 2011 Campus Events

April 2011						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2011						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April		
April	12	Board of Trustees Meeting, Hardin Community Rm, 8:30 a.m.
	12	ASB Pastafest Lunchfest ATEC; 10:30-1:00 p.m.
	13	Baseball vs. Yakima Valley CC; BBCC Baseball Field; 1 p.m.
	13	ASB Pool Tournament; 1400 Game Room; 2:15 p.m.
	15	Allied Arts Soiree; Masto Conf Ctr; 6:00 p.m.
	20	ASB Meet the Candidates Forum Dining Commons; 2:30 p.m.
	21	BBCC Job & Career Fair; ATEC
	22	Softball vs. Blue Mountain CC; BBCC Softball Field; 2:00 p.m.
	23	Softball vs. Blue Mountain CC; BBCC Softball Field; noon
	24	Easter Sunday
	26	State of the College; Masto Conf Ctr; 6:00 p.m.
	27	Baseball vs. Wenatchee Valley CC; BBCC Baseball Field; 1:00 p.m.
	29	Latino Education Fair; ATEC; 3:30 p.m.
	29	Softball vs. Walla Walla CC; BBCC Softball Field; 2:00 p.m.
	30	Softball vs. Walla Walla CC; BBCC Softball Field; noon
	30	Baseball vs. Blue Mountain CC; BBCC Baseball Field; 1:00 p.m.
	30	Allied Arts presents "Wizard of Oz"; Wallenstein Theater; 7:00 p.m.
May		
May	5	5 th Annual Community Partnership Against Substance Abuse; BBCC Campus
	6	P.E.T. Graduation; Masto Conf Ctr; 5:00 p.m.
	7	Men's Baseball vs. Columbia Basin College; BBCC Baseball field; 1:00 p.m.
	8	Mother's Day
	10	ASB Tacofest Lunchfest; ATEC; 10:30-1:00 p.m.
	12	SSS Club Silent Auction; ATEC
	13	BBCC Faculty In-Service; Masto Conf Ctr; 8:00 a.m.
	14	Softball vs. CC of Spokane; BBCC Softball Field; noon
	14	Baseball vs. Treasure Valley CC; BBCC Baseball Field; noon
	19	ASB Paintball Activities; 3:00 p.m.
	21	Cellarbration! for Education; Masto Conf Ctr; 5:00 p.m.
	25	ASB Spring Fling Awards & BBQ; 4:00-7:00 p.m.
	30	Memorial Day
	31	Board of Trustees Meeting, Hardin Community Rm, 8:30 a.m.





Big Bend
Community College

COMMUNITY COLLEGE DISTRICT NO. 18
BIG BEND COMMUNITY COLLEGE

7662 Chanute Street
Moses Lake, Washington 98837
Regular Board Meeting Agenda
Tuesday, April 12, 2011, 8:30 a.m.
ATEC- Hardin Community Room

	Action		Tab
<i>Governing Board Members:</i> <i>Katherine Kenison, Chair</i> <i>Vice Chair, Angela Pixton</i> <i>Mike Blakely</i> <i>Mike Wren</i> <i>Jon Lane</i> <i>Dr. Bill Bonaudi, President</i>	A	1. Call to Order/Roll Call Pledge of Allegiance	
	I	2. Introductions	
	I/A	3. Consent Agenda	3
		a. Approval of Regular Mtg Minutes 3/15/11 (A)	
		b. President's Update (I)	
		c. Student Success (I)	
		Achieving the Dream	
		Student Achievement Initiative	
		Academic Master Plan	
		d. Accreditation (I)	
	e. Assessment Update (I)		
	f. Capital Project Report (I)		
	g. Human Resources Report (I)		
	h. Enrollment Report (I)		
	I	4. Remarks (Public comment to the Board regarding any item on the agenda may be made at the time of its presentation to the Board according to the conditions set in Board Policy 1001.3.E)	
		a. ASB Representative – John Buhler, President	
		b. Classified Staff Representative – Kathy Aldrich	
		c. Faculty Representative – Mike O'Konek, Faculty Assn. President	
		d. VP Financial & Administrative Services – Gail Hamburg	
		e. VP Instruction/Student Services – Bob Mohrbacher	
		f. VP Human Resources & Labor – Holly Moos	
		5. Title V Grants Overview – Terry Kinzel & staff	
		----- <i>BREAK</i> -----	
		Executive Session	
	I	6. Assessment of Board Activity- Board	6
	A	7. Next Regularly Scheduled Board Meeting– Board	7
	A	8. Miscellaneous	8
		9. 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 MEETING REMINDER – Regular Meeting May 31, 2011, 8:30 a.m.

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

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #3: CONSENT AGENDA (for action)

- a. Regular Board Meeting Minutes March 15, 2011

BACKGROUND:

The minutes of the Regular Board Meeting held March 15, 2011, are included for review.

Prepared by the President's Office.

RECOMMENDATIONS:

President Bonaudi recommends the Board of Trustees approve the minutes.

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Tuesday, March 15, 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
Mike Wren
Katherine Kenison
Angela Pixton

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

2. Introductions

President Bonaudi introduced All WA Academic Team members Dana Oie and Ryan Harris.

Board Chair Katherine Kenison announced that item 5 National Center for Academic Transformation (NCAT) would be next to accommodate Math Instructor Tyler Wallace's schedule.

5. National Center for Academic Transformation (NCAT)

Math Instructor Tyler Wallace presented information regarding the math department faculty members' attendance at the NCAT Conference in Florida funded by the Title V grant. He explained his colleagues were currently teaching their classes and could not attend this meeting. While attending the conference the faculty learned about alternative math curriculum delivery options based on the thought that students learn math by doing math rather than hearing someone talk about math. Instructor Wallace provided an example of an online math assignment that begins with a short 2-3 minute video showing how to do problem. Next the student is prompted to complete a similar problem and they receive instant feedback. If the answer is incorrect the student can reattempt a similar math problem. If the answer is correct the student moves on in the session. Mastery of the concept is required to move on.

In this model the Instructor takes a different role. They work individually with each student with a question rather than providing a one-size-fits-all lecture. Students are required to come to class daily, and complete homework to master the topic. Tutors are also in the classroom to assist with questions.

Instructor Wallace said the University of Idaho has adopted this model. They have a huge computer lab with lots of tutors, 75 students with one instructor and multiple tutors. Faculty spend their teaching and office hours in the lab. They have shown a 16% increase in intermediate algebra success and their cost per student has decreased 31%.

At the NCAT Conference many different versions of this model were presented. BBCC challenges with this model include a smaller tutor pool and our math computer lab will only seat 25 students. In the past at BBCC, students working at their own pace often did not complete their class successfully.

Trustee Blakely asked about encouraging reluctant students to participate. Instructor Wallace stated the students must attend class to receive a passing grade and while in class the only option is to use the computer to complete the work. Once students begin to be successful they are motivated; success is addictive.

Trustee Lane asked if this curriculum is a package deal? Instructor Wallace stated the online homework system can be purchased. Washington State also has a free program that would work with this. The program can be customized for the college. Practical application math problems are used when possible in the curriculum.

Instructor Wallace stated the math faculty is motivated by student success as evidenced by their work to modularize developmental math, which has shown good results.

Trustee Wren commented that the technology component of this model would be a good fit with current students and keep them engaged. Trustee Pixton stated her employer uses online training modules similar to this for employees. They find it helpful and engaging with topics that can't always be covered in meetings.

Trustee Kenison asked about the timeframe. Instructor Wallace stated they may begin a pilot next year for MPC 91, 92 and 93. The major issue is space. Any computer with an internet connection will work with the online curriculum. Even if students bring their own laptops, space to work is still needed. Instructors sign up for teaching hours rather than classes, the instructors are masters of the topic and can serve students from several different classes. Following successful implementation of this model in developmental math it could also be implemented in higher-level math classes.

Trustee Lane said public schools are having success using similar software.

Trustee Wren asked about classes being offered in line with the quarter, or could a student enter and exit at anytime throughout the school year? Instructor Wallace explained that there are many ways to apply this model. Students could complete several credits in one quarter or request an incomplete and continue on the next quarter. He explained that the math faculty are not sure what will work with our resources, state requirements and tutors.

President Bonaudi commented that we will make sure bookkeeping doesn't get in the way of student success. Instructor Wallace said this model could be modified to work with Applied Math (MAP) classes too.

3. **Consent Agenda**

a) Approval of Study Session and Regular Board Meeting Minutes February 22, 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); i) Donations (I); j) Quarterly Budget Update (I).

MOTION 11-08 Trustee Jon Lane moved to approve the Consent Agenda. Trustee Angela Pixton seconded the motion, and the motion carried.

- a. ASB representative Shauna McCashland provided the ASB report. Recent ASB events have had great attendance, such as Bowling Night with a record crowd of 217 students, Appetizerfest with 212 attending and our most recent intramural event, Dodgeball, had 11 teams participating with around 105 people at the event. ASB will be sponsoring a Dodgeball re-match next quarter because of the great interest and involvement from different groups all over campus. It will be open to staff and faculty to compete.

Today is free pool and both tonight and tomorrow night is the Library Campout. ASB provides free pizza and soda for those studying for finals in the library.

ASB elections are just around the corner and students can start picking up election packets to run for office Tuesday, March 22. Our Treasurer, Brandon Brooke, is leaving at the end of this quarter and Spencer Pingle will fill that position. Erin Allen will be hired to fill the Public Relations Officer position vacated by Spencer.

- b. Classified Staff Representative Kathy Aldrich thanked everyone for the get well cards and thoughts while she was out. She reported the classified staff training opportunities.

During December, 2010, Howard Temple completed Jeppesen and AOPA Air Safety Foundation FAA approved Certificated Flight Instructor Renewal

online course. Yvonne Ponce, Robin Arriaga, Kathy Aldrich, Ruth Coffin, Debbie Simpson, Kathy Starr, Hope Strnad, Angie Smith, Dale Casebolt, Julia Gamboa, Dania Bisnett, Rita Jordan, Jonie Walker and Danelle Happer attended a Customer Service Video: "Would You Do Business with You?" at BBCC.

During January, 2011, Starr Bernhardt attended the Association for Institutional Research (AIR) Data and Decisions® Academy – Foundational Statistics for Decision Support online. Dina Moskvich attended a training entitled "Powerful Early Intervention Strategies to Help Young Children with Developmental Problems and Challenging Behaviors" on January 21 in Seattle. Robin Arriaga attended Obligations of Federal Contractors webinar.

During February, 2011, Barbara Collins attended MERIT/Dept of Early Learning Webinar on campus. Randy Fish and Jim Tincher attended Pesticide Recertification Classes, offered by WSU at BBCC. Barbara Collins attended an Azorus Webinar on BBCC Student Outreach Data System at BBCC. Joanne Bracht attended two Webinar trainings on Discretionary Grant Administration. Robin Arriaga attended a PPMS (Payroll and Personnel) Winter Meeting via Elluminate. Dina Moskvich attended "Promoting Successful Block Play with Young Children" by Family Services of Grant County at BBCC. Jessica Aloysius attended an ED Discretionary Grants Administration US Dept. of Ed. Webinar. Joanne Bracht attended travel training with Hope Strnad at BBCC. Jessica Aloysius attended an Internal Control US Dept. of Education Webinar at BBCC. TC Bergen, Robert Russell and Randy Fish attended NICA Certified Renovator (for lead) Course at LAKE VIEW LODGE in SOAP LAKE WA on February 24.

Trustee Kenison commented staff are doing a lot of training on campus. President Bonaudi noted it is important to keep staff training at a high level.

- c. Faculty Association President Mike O'Konek reported faculty activities. Art Instructor Rie Palkovic's artwork was in a show at Confluence Gallery in Twisp. It opened last weekend and will be there for the rest of the month. The show is themed on the idea of "Lacunae" which is about absence of originality about missing manuscript parts. The painting is called "The View from the Hidden City of Between."

Instructor O'Konek reported the District FFA Ag Mechanic contest will be held at BBCC on March 18 from 9-2 p.m. March 18. The contest will be held in the MMT, IET and Welding areas and faculty will also be in attendance.

Automotive Instructors Dick Wynder and Mike O'Konek attended the Automotive Expo in Seattle funded by the Perkins grant. They attended five 3.5 hour sessions during the three day event. They also viewed equipment and talked with vendors. The event was sponsored by the ASA service technicians and employers. The topics of the sessions they attended included: base engines, cooling systems, hybrid transmissions and security systems. Instructor O'Konek stated he has already started using information from the Expo in his classes with the BBCC Prius. Security systems were also taught; very relevant. March 19 the Automotive Department will host the 27th Annual Moses Lake High School Skills USA Car Show, featuring nice cars from around the basin. All are invited to attend.

- d. VP Gail Hamburg distributed the green budget cut sheet. She explained that the projected overall cuts for 2012 total \$1,266,049. That total includes a general budget reduction of \$898,000, 3% salary reduction of \$167,151 and a 6% cap on pension contributions. The actual cuts since 2009 added to the 2012 projected cuts total \$3,845,073. The Budget Review Task Force (BRTF) will meet again and President Bonaudi and VP Hamburg will keep campus and the Trustees informed.

Trustee Blakely asked about the 3% budget cut on salaries. VP Hamburg explained that she is unsure if the cut will be mandated to come from salaries or if we could apply a savings in another area that would equal the same amount. President Bonaudi stated these are challenging times and he is unsure of the result of the retirement contribution cut. The existing contractual retirement contributions result in an employer match for employees up to age 35 of 5%, age 35-50 a match of 7.5%, over age 50 a match of 10%. President Bonaudi also stated we could hear about another revenue shortfall tomorrow that could lead to our already greatly reduced budget as described by the green sheet. The annual State of the College Address was scheduled to coincide with the end of the legislative session in April. He said it looks like the session won't be out by April 26 however the State of the College will still be held on that date.

- e. VP Mohrbacher stated the new math ideas could lead to efficiencies for us. Currently many developmental math students take the pre-college math classes multiple times. Developmental math rates have increased due to implementation of the smaller modules. When passing math takes longer, we have more opportunities to lose students. This new approach is accelerated. He gave the analogy of shortening hospital stays to lessen the risk of exposure to other germs.

VP Mohrbacher explained that the fall Student Achievement points show overall points were down equivalent to the reduction in basic skills we learned about during the February 22 Board of Trustees meeting. Completion rate for degrees and certificates has ticked up slightly.

President Bonaudi commented a higher capacity math lab is challenging. BBCC is pursuing a \$4.5 million STEM grant, which if awarded, would fund upgrades to the 1200 building including a new math lab. The same grant writers involved with winning the Title V grant are assisting us.

- f. VP Moos reported HR is in the process for hiring Title V grant funded positions. She continues to prepare for negotiations and budget issues.

6. Naming Opportunities

Board Chair Kenison announced that revisions to the naming opportunities Board policy were read and discussed during the February 22 meeting. Board members have had ample time to review the proposed revisions.

MOTION 11-09 Trustee Jon Lane moved to approve the revisions to Board Policy 1000.3 GP-7 Naming Opportunities as presented. Trustee Mike Blakely seconded the motion, and the motion carried.

Board Chair Kenison announced a five-minute break at 9:34. The meeting reconvened at 9:39.

Faculty Association President Mike O’Konek amended his report. Reinke irrigation recently held a center pivot training for their employees on campus. They invited two instructors and five students to attend at no charge.

Instructor O’Konek also shared that several BBCC staff and faculty visited Columbia Basin College’s new Industrial Tech Center, attendees included Jerry Wright, Shawn McDaniels, Bob Mohrbacher, Clyde Rasmussen, Gail Hamburg and Todd Davis. VP Mohrbacher interjected that it was a very nice facility. They had good conversations with our architect consultants about the design philosophy, which will be incorporated into the Facilities Master Plan.

Trustee Pixton asked how many students were enrolled in the MIST program. Dean Rasmussen reported there are between 9-12 students enrolled. Foundation Executive Director Doug Sly reported two of the MIST scholarships have been used to date.

7. Probationary Tenure Review Files

Trustee Kenison explained that the Board would adjourn to an Executive Session to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee at 9:44 a.m. The Executive Session will last 30 minutes. She requested VP Mohrbacher and VP Moos remain for the session.

At 10:14 a.m. the Executive Session was extended five minutes. The Board meeting reconvened at 10:19 a.m. with no action taken during the Executive Session.

President Bonaudi noted that Math Instructor Tyler Wallace was in the audience and Math Instructor Sonia Farag had been in the meeting earlier and left to teach a class.

VP Moos amended her report. She stated that one of the High School Automotive Instructors recently requested shared leave to deal with an illness. The Big Bend family very generously donated enough leave to fund him through the end of the spring quarter.

MOTION 11-10 Trustee Mike Wren moved that after giving reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and VP Mohrbacher, the probationary contracts for Julia Berry, Mercedes Gonzalez-Aller, Richard Wynder and Jerry Wright be renewed effective September 12, 2011, and that President Bonaudi notify each of the instructors listed above as soon as possible. Trustee Mike Blakely seconded the motion, and the motion carried.

MOTION 11-11 Trustee Mike Blakely moved that after giving reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and VP Mohrbacher, grant tenure to Sonja Farag and Tyler Wallace effective September 12, 2011, and that President Bonaudi notify each of the instructors listed above as soon as possible. Trustee Jon Lane seconded the motion, and the motion carried.

8. Assessment of Board Activities

Trustee Mike Wren reported that he attended the Grant County EDC annual banquet at BBCC. He noted that this important community banquet was well attended by BBCC staff and all enjoyed a great dinner. Trustee Wren also reviewed the probationary review files. He commented we have quality people in the system.

Trustee Angela Pixton reported that she attended the TACTC Conference in Olympia in January. Even though the Trustees did not hear optimistic news it was a good opportunity to network. She reviewed the probationary tenure files. Trustee Pixton commented that she provided a tour of Hearthstone Assisted Living for a BBCC instructor and 8-10 nursing students, it was a great learning opportunity.

Trustee Jon Lane reported he attended the Moses Lake City Council retreat and was encouraged by the overall projected financial situation for Moses Lake. The retreat was held at BBCC. He attended the Job Corps Community Luncheon, which is held monthly. This valuable community partner is facing federal budget cuts. Trustee Lane attended the Grant County EDC banquet. He also reviewed the probationary tenure files and toured the BBCC facilities. He explained that during the Moses Lake School District long range planning meeting there was discussion of expanding the secondary school. An official school board decision may occur in the fall with a bond issue in January of 2012 tentatively.

Trustee Mike Blakely reviewed the probationary tenure files. He also attended the FFA leadership conference, and enjoyed lunch with the Fairchild Air Force personnel. He asked about sending letters of condolence to the Japanese Consulate and JATP personnel. President Bonaudi informed the group that letters had been sent. Trustee Blakely said he and his wife feel a part of the Big Bend family. He proudly invited all faculty and staff to their 50th wedding anniversary celebration Sunday, April 3 at the Presbyterian Church in Quincy.

Trustee Kenison reported that she attended the Moses Lake City Council retreat. She also met with Dr. Bonaudi to discuss the agenda and was active with the TACTC Legislative Action Committee regarding key bills. She stated higher education is looked at as the “cash cow” and more cuts are looming. She volunteered to provide anyone with information to contact their legislators on their own personal time not using state resources. Trustee Kenison encouraged all that community colleges are the best and smartest investment and critical to economic recovery. Additional cuts will be from our infrastructure and we may not recover as a system if our budgets continue to erode.

Trustee Blakely commented that he has talked with Rep Warnick each week and she does like to hear from BBCC constituents, she works hard for us.

9. Next Regularly Scheduled Board Meeting

The next regularly scheduled meeting is April 12, 2011, 8:30 a.m. Trustee Wren stated he is unavailable that date.

MOTION 11-12 Trustee Angela Pixton moved to approve the next regularly scheduled Board meeting date on April 12, 2011, 8:30 a.m. Trustee Jon Lane seconded the motion, and the motion carried.

10. Miscellaneous

President Bonaudi mentioned that the May 31 Board meeting will include the AMP Programs Report. The AMP reports were formerly presented during a study session held prior to the Board meetings. The regular Board meeting agenda will be modified to include the report first to allow for the information to be presented and then immediately acted on. The agenda will then continue on as usual.

President Bonaudi reported he has been actively contacting representatives. He met with Rep Susan Fagan in Colfax Saturday. He also met a Whitman County Commissioner and Superintendents from the Pomeroy and Colfax School Districts. Rep Fagan has four community colleges and WSU in her district. President Bonaudi shared his perspective in support of the renewed tax credit for replacement of server farms and not in support of WSU's attempt to take control of the Everett Community College (EVcc) University Center. WSU wants to appropriate the building from EVcc that was funded by the community college capital budget. This is a major political power move to take over the building and bring in an engineering program, the building is currently operated by EVcc and 200 bachelor degrees have been awarded in the engineering program. President Bonaudi stated he has had similar conversations with representatives from the 9th, 12th, and 13th districts, they all open doors to us.

VP Hamburg reported Lewis/McChord Air Force staff contacted her and they want to stay in our dorms and use our food services during their maneuvers here in July. She said this may be a precursor to another Air Force contract. Trustee Lane reported there is a monthly luncheon today at the Porterhouse for some of the Fairchild Air Force personnel, all community members are invited.

President Bonaudi reported the SBCTC recently endorsed a bill that would set aside 3% of our funding for a system-wide software package. It will divert needed revenue from the college. Efficiency measures are being brought up in the legislature. Dr. Bonaudi anticipates we will hear more about revenue shortfalls and consolidation.

He emphasized the importance of being as visible as possible and celebrating good efforts by our staff. At the federal level the House of Representatives are passing major budget cuts that impact financial support of Workforce Investment Act (WIA) money (SkillSource and Workforce Development Council). WIA is the umbrella for the Moses Lake One Stop Center near Rite Aid. WorkForce Development Council does a lot of good things and losing it would really impact the community. The Job Corps may also be impacted, and could lose funding. Fewer programs will be fully funded.

President Bonaudi is anxious to talk with the Moses Lake School District about changing how the high school automotive program is funded. Currently, we hire the instructors and we're reimbursed by the school district. If the Skills Center is built, the high school automotive department space would be included in phase 2. Every successful skills center has automotive, it s a big draw.

There are three students in the JATP program from the area affected by the tsunami. There is great concern for the students and their families. There has been no contact with one family and another family lost their home. The third student's family is safe. President Bonaudi stated we don't know the impact on the new class to arrive Friday, March 25. Sandy Cheek, the Director of JATP, is working with the program, and we will adjust the terms of our contractual agreements to meet their needs.

President Bonaudi and Vice Presidents Holly Moos, Bob Mohrbacher and Gail Hamburg hosted a luncheon with Grant County Sheriff Tom Jones and his leadership team. BBCC is supportive of their agency's service, they are important to our emergency response team.

Faculty Association President Mike O'Konek announced that he just received an e-mail from Music Instructor Pat Patterson. The Mariachi experience class and the BBCC Orchestra will have a Spring concert April 10 at 3 p.m. Admission is free.

Trustee Angela Pixton commented that one of the Probationary Tenure files was arranged in a different order than the others. She said it would be helpful if they were all arranged consistently.

The meeting adjourned at 10:57 a.m.

Katherine Kenison Chair

ATTEST:

William C. Bonaudi, Secretary

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #3 CONSENT AGENDA (for information)

b. President's Update

BACKGROUND:

Highlights of President Bonaudi's activities from March 9, 2011, through April 4, 2011, are following. Included is some information regarding the revenue from the Fairchild contracts and plans for the use of the net revenue.

Prepared by President Bonaudi and VP Gail Hamburg.

RECOMMENDATION:

None

President's Activity Log Highlights

Date	Activity	Purpose of meeting	Location	Comments
3/10/11	Grant County Sheriff Tom Jones & Leadership Team	Community Collaboration	BBCC	Lunch meeting
3/11/11	Regional Alliance Mtg	Community College Support	Highline Community College	Met with Al Ralston
3/11/11	SBCTC Legislative Update	Higher Education Support	Conference Call	
3/12/11	Visit Colfax: Rep Susan Fagan, Whitman County Commissioner, Pomeroy Supt Kim Spacek, Colfax Supt Michael Morgan	Higher Education Support K-12 Partnership	Colfax	Attended community meeting
3/15/11	BBCC Board of Trustees Meeting	College Guidance	BBCC	
3/17-24	Vacation			
3/25/11	JATP Welcome Ceremony	BBCC Program Support	BBCC	Met Consul General Ota
3/31/11	Eastern Regional Presidents' Meeting	System Support	BBCC	Efficiency Study
4/1/11	Farewell lunch JAEC Director Takashi Yoshikawa (TJ)	BBCC Program Support	BBCC	
4/1/11	SBCTC Legislative Update	Higher Education Support	Conference Call	

Summary of Fairchild Agreements

There are three contracts between the Air Force and Big Bend Community College. The amount of each contract reflects the gross revenue income for Housing (130 personnel in Viking Hall - \$1,062,824), for food service (200 meals four times a day - \$2,159,822), and use of the DeVries Activity Center (gym -7 days a week,- \$75,400).

Much of this revenue is then expended throughout the anticipated 45 weeks duration of the Air Force deployment in Moses Lake. It is used for supplies and services such as linen service, additional temporary staffing, and food. In particular we have made improvements to both dormitories, installed a new buffet service in the dining commons and installed some new fitness equipment for the DeVries Activity Center. Currently we are installing window air-conditioners in each room in Viking Hall.

We have set up our budget to consider a reserve for contingencies such as emergency electrical repair, which was actually needed this past month. As we near the end of the contracts we will have a more accurate picture of our net revenues. We intend to budget most of this revenue into our housing and food accounts. You may recall from our previous proprietary presentations that these accounts have been quite volatile in the past due to the fluctuations in student census in the dorms and the variability in their use of the dining commons.

Our plan is to direct approximately a third of our net revenue to our annual operating budget to support our operating contingency reserve. As our state-operating budget continues to be reduced we may need to divert part-time dollars to support on-going activity. The additional funds going to the contingency reserve will allow us to use these Air Force one-time dollars to hire adjunct instructors, which are not continuing positions. We welcome the opportunity to support our operations with this unique, but limited, temporary revenue.

Big Bend Community College

Date: 4/12/11

ITEM #3: CONSENT AGENDA (for information)

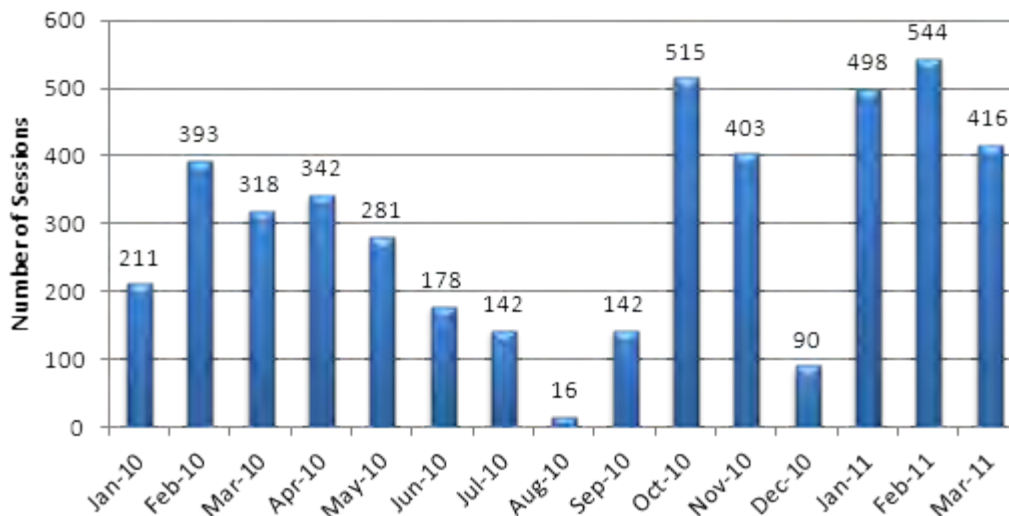
- c. Student Success Initiatives Update
 - 1. Achieving the Dream
 - 2. Student Achievement Initiative
 - 3. Academic Master Plan

BACKGROUND:

Achieving the Dream

Online Tutoring- supporting student retention and student success

Online Tutoring Use 2010-2011



Student Achievement Initiative

Funding gained through Student Achievement Initiative momentum points is currently being used to fund a part-time position in the Math Lab, for 16 hours per week. The purpose of this position is to help with retesting students on the bi-weekly modules in MPC 095 and MPC 099. Students who do not pass the module test have the opportunity to review and retest, while still continuing on to the next module in the course.

This approach requires them to master the material, but does not hold back their progress on subsequent topics in the course. This strategy is part of the overall redesign of pre-college level math that the math department is currently engaged in.

On the first day of the spring quarter, the new Student Success Center served 65 students:

- ✓ Checked out 36 laptops (15 belonging to the Center & 21 belonging to the Opportunity Grant program)
- ✓ Loaned 73 textbooks

Use of the center continues to grow, both in direct services to students and as a referral to other services on campus.

Academic Master Plan

E-4 Student Achievement

Each quarter we monitor academic difficulties of some of our students through Academic Council hearings and the Financial Aid appeal process. After winter quarter, 31 students were notified that they were on Academic Suspension status. Sixteen of those students appealed their suspension and were directed to additional resources, such as counseling, tutoring, supplemental instruction and other services.

For winter 2011, 240 students were notified of lack of satisfactory progress for their financial aid status. Through the financial aid appeal process or by working directly with student services staff, they can develop a plan to improve their success.

Prepared by VP Mohrbacher, Data Analyst Starr Bernhardt, Financial Aid Director Andre Guzman, and Opportunity Grant Director Elizabeth Mendoza.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #3 CONSENT AGENDA (for information)

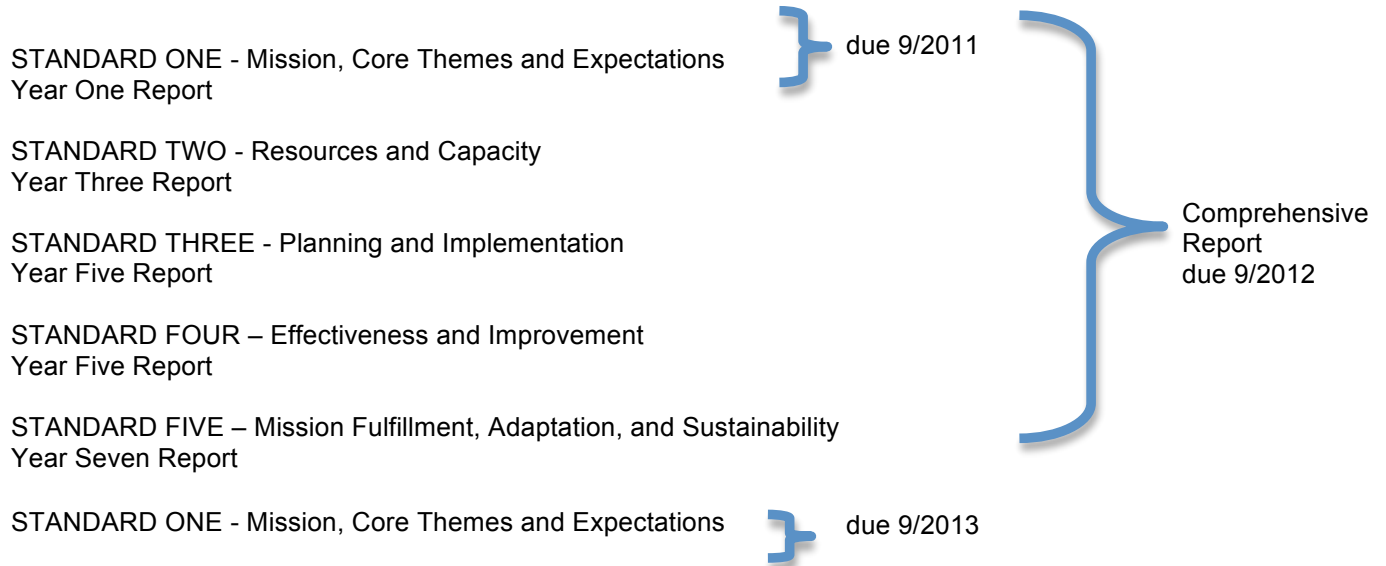
d. Accreditation

BACKGROUND:

Accreditation:

The Year One Report is in draft form. This report will be submitted on September 15, 2011.

AMP Committee members will develop a working plan, finalize a committee structure and timeline for the remaining Standards at the April 12th meeting. For your review, the Northwest Commission on Colleges and Universities standards are listed below. Big Bend’s report schedule is attached.



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

RECOMMENDATION:

None.

**Big Bend Community College
New Accreditation Calendar**

CALENDAR YEAR	STANDARD	REPORTING YEAR	ACTIVITY
Fall 2009			Progress Report Five-Year Interim Visit Recommendations
Fall 2011	Standard One: Mission, Core Themes, Goals and Outcomes	1	Report on Standard One: Report reviewed by committee of evaluators. Findings forwarded to Board of Commissioners.
2012	All Standards Report & Visit		Expand Report on Standards One, Two, Three and Four to Include Standard Five to Address Standards Three, Four and Five. *Evaluation Visit

**Now on cycle with the
Septennial Accreditation Process**

CALENDAR YEAR	STANDARD	REPORTING YEAR	ACTIVITY
2013	Standard One: Mission, Core Themes, Goals and Outcomes	1	Report on Standard One: Report reviewed by committee of evaluators. Findings forwarded to Board of Commissioners.
2015	Standard Two: Resources and Capacity	3	Expand Report on Standard One to include Standard Two to Address Standards One and Two. *Evaluation Visit
2017	Standard Three: Planning and Implementation; Standard Four: Effectiveness and Improvement	5	Expand Report on Standard One and Two to Include Standards Three and Four Report reviewed by committee of evaluators with particular attention to Standards Three and Four. Findings forwarded to Board of Commissioners.
2019	Standard Five: Mission Fulfillment, Sustainability and Adaptation	7	Expand Report on Standards One, Two, Three and Four to Include Standard Five to Address Standards Three, Four and Five. *Evaluation Visit

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #3 CONSENT AGENDA (for information)

e. Assessment Update

BACKGROUND:

Basic Skills Performance Summary Reports: As part of the regular reporting process through WABERS, we report on the progress of students in Basic Skills on a quarterly basis. This year, Director of Basic Skills Sandy Cheek is using these reports to help Basic Skills instructors set performance goals for the year. The following is an example of a summary report from summer and fall 2010:

Gains Summary

Level Gain	188
Significant Gain	273
Momentum Points	924

Goal Completions

Goal	Number with Goal Identified	Number Achieved Goal	Percent Achieved Goal
Earn GED certificate	40	20	50%
Earn high school diploma	0	0	-
Earn post-secondary education or training	29	29	100%
Improve basic literacy skills	335	82	24%
Improve English language skills	327	137	42%

These reports can be generated for individual instructors so that they can set performance goals. They will receive follow-up reports at the end of spring quarter so that they can see what progress they have made in improving student performance.

Prepared by VP Mohrbacher and Basic Skills Director Sandy Cheek.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #3: CONSENT AGENDA (for information)

f. Capital Project Update

BACKGROUND:

Facilities Master Planning: The Facilities Master Planning Committee has been formed and started the process of creating a Facilities Master Plan. The committee met on January 28 and discussed each member's vision of where they see their program or department in 20 years. A Facility Assessment Survey was distributed to campus on February 14. Input from this survey will help us better understand the needs and future needs of all programs. A similar survey was distributed to students on March 15. The committee will meet again on April 8th to review results of the surveys. There are focus groups for community members and tours of facilities on other campuses planned.

Old Developments/Background:

3/15/11 VP Hamburg is in the planning stages for updating the Facilities Master Plan.

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #3: CONSENT AGENDA (for information)

g. Human Resources Report

BACKGROUND:

We have had three faculty resignations; Julia Berry (Psychology/Social Science) will be leaving us at the end of the academic year. Danielle Alvarado (Nursing) and Scott Richeson (Sociology/Social Science) both left following winter quarter. Danelle Happer, an Office Assistant 3 for Basic Skills and Kathy Starr, Fiscal Analyst 2 in the Business Office, recently resigned for new jobs in the Moses Lake area.

On March 10th the President and Vice Presidents had lunch with the Grant County Sheriff and his executive team. It was a good opportunity to establish relationships and discuss security and other issues.

Due to the continuing deterioration of the state revenue that supports our operating budget, we extended the date for receipt of applications for the Faculty Voluntary Early Retirement Program from March 31, 2011 to April 14, 2011. Two faculty members so far have completed the paperwork to participate in this program.

On March 30, 2011, Dr. Bonaudi advised the President of the Faculty Association, Mike O'Konek, that the Board of Trustees' negotiating team is prepared to begin negotiations on the 2011 – 2014 Negotiated agreement. Meetings will be scheduled soon.

Exempt Training-Reported since last Board of Trustees meeting:

Andre Guzman: Financial Aid New Year Setup Seminar in Bellevue on March 15. Kara Garrett: Academically Adrift Webinar on March 24. Heidi Summers & Andrea Elliott: Avoiding the Top 10 Leadership Mistakes on March 24. Anita DeLeon & Sue Workman: Chaplin Training-Suicide, Depression, Stress Management, Crisis in Wenatchee on March 21. Kathy Arita & Holly Moos: Public Records Training-AG by ITV @ Big Bend on March 22. Tim Fuhrman, Andre Guzman & Holly Moos: Labor Law & Arbitration Conference in Seattle on March 4. Malorie Clark: Cavity Free Kids Training for Home Visitors and Coordinators at Family Services of Grant County on March 17. Char Rios: Lift N' Shift by Elluminate on March 24. Melinda Dourte, Char Rios, Andre Guzman & Katherine Christian: Customer Service Video on Effective Listening Skills at BBCC on March 10.

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

RECOMMENDATIONS:

None.

PERSONNEL REPORT FEBRUARY 16, 2011 - APRIL 4, 2011

EMPLOYEE SEPARATIONS 2/16/11 - 4/4/11			
SEPARATION DATE	NAME	POSITION	SEPARATION REASON
3/11/11	Danelle Happer	Office Assistant 3-Basic Skills	Resigned-accepted new job
3/18/11	Kathy Starr	Fiscal Analyst 2-Business Office	Resigned-accepted new job
3/22/11	Danielle Alvarado	Nursing Instructor	Resigned-accepted new job out of town
3/22/11	Scott Richeson	Sociology/Social Science Instructor	Resigned
NEW HIRES/PROMOTIONS/TRANSFERS 2/16/11 - 4/4/11			
START DATE	NAME	POSITION	REPLACING
3/21/11	LeAnne Parton	Activity Coordinator for Title V Grants	New Title V grant position
3/28/11	Jennifer de Leon	Online Student Services Developer	New Title V grant position
4/4/11	Mary Shannon	Computer Science Instructional Designer for Title V	New Title V grant position
SEARCHES IN PROCESS			
POSITION	STATUS	REPLACING	
Fiscal Analyst 3-Business Office	Closes 3/30/11	Business Office Reorganization	
Psychology/Sociology Instructor	Search Initiated	Scott Richeson, Julia Berry	
WINTER PART-TIME FACULTY: 111			
WINTER PART-TIME HOURLY: 89			
3/31/11			

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #3: CONSENT AGENDA (for information)

h. Enrollment Report

BACKGROUND:

The final winter 2011 enrollment report is included for your information. State FTE for winter 2011 was nearly flat; down 8.6 quarterly FTE from winter quarter 2010. Limited budget did not allow us to add additional class sections, particularly in ABE/ESL. The percentage of students attending full-time continues to increase. As of the end of the first week of spring quarter we are 8% above our FTE funding level for 2010-2011 and 9.5% over for the 2009-2011 two year period.

TUITION COLLECTION REPORT

Updated information not available at time of printing. This will be provided at the Board meeting.

	<u>2010-11</u>	<u>2009-10</u>
Annual Budget	\$3,308,514	\$3,108,514
Total Collections as of		
As a % of annual budget		
Left to collect to meet budget target		

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

F.T.E. REPORT			
4/4/2011			
			ANNUALIZED
			<u>FTEs</u>
1st year (09-10)			
SUMMER			115.8
FALL			589.4
WINTER			600.2
SPRING			<u>553.7</u>
<i>Total</i>			<i>1859.1</i>
2nd year (10-11)			
SUMMER			135.6
FALL			604.5
WINTER			597.3
SPRING			<u>507.3</u>
<i>Total</i>			<i>1844.7</i>
TOTAL			<u>3703.8</u>
1st year Target (includes 53 Workforce)			1676
2nd year Target (includes 86 Workforce)			<u>1708</u>
<i>Two-year Target Total</i>			<i>3384</i>
SBCTC 2-year rolling enrollment count			
Past year + current year actual FTE			3703.8
Past year + current year allocation			3384.0
% of allocation target attained to date			109.5%
Add'l FTEs to meet minimum 96%			-455.2
Add'l FTEs to meet target 100%			-319.8
FTEs over target - 1st year			183.1
FTEs over target - 2nd year			136.7

WINTER FINAL ENROLLMENT REPORT

HEADCOUNTS

	WINTER	WINTER	WINTER	WINTER	WINTER	WINTER	WINTER
	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>
ETHNIC ORIGIN							
Amer. Indian/Alaska Ntv	31	42	54	42	45	51	37
Asian/Pacific Islander	36	38	30	49	36	36	29
Black	46	41	38	32	25	29	34
Hispanic	1,057	1,038	1,125	1,059	963	1,014	1,005
White	1,502	1,504	1,358	1,335	1,428	1,437	1,585
Other/Unknown	39	220	239	237	224	106	138
SEX							
Female	1,619	1,691	1,569	1,625	1,561	1,521	1,615
Male	1,082	1,144	1,157	1,064	1,089	1,133	1,186
Not Coded	10	48	118	65	71	19	27
STUDENT STATUS							
Full-time (12 or more crs)	1,592	1,502	1,312	1,206	1,214	1,166	1,303
Part-time (less than 12 crs)	1,119	1,381	1,532	1,548	1,507	1,507	1,525
Percent full-time	58.7	52.1	46.1	43.8	44.6	43.6	46.1
BY TIME/LOCATION							
On-Campus Day	2,028	2,081	1,909	1,717	1,674	1,642	1,784
On-Campus Evening	181	178	147	232	332	303	286
Off-Campus Day	286	310	307	374	307	277	262
Off-Campus Evening	216	314	481	431	408	451	496
TOTAL HEADCOUNT							
Running Start	157	141	146	146	136	131	117
International	5	2	4	3	1	2	3
FTES							
	WINTER	WINTER	WINTER	WINTER	WINTER	WINTER	WINTER
	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>
STATE FUNDED							
ABE/ESL	219.3	255.6	322.7	278.2	232.1	273.1	193.3
Academic	971.9	919.4	782.2	720.3	736.3	733.8	803.9
Occupational	600.8	625.6	576.9	578.5	557.7	503.7	538.9
TOTAL STATE FTES							
	1792.0	1800.6	1681.8	1577.0	1526.1	1510.6	1536.1
OTHER FTES							
Community Service	17.0	8.5	3.8	9.3	11.1	7.5	32.5
International Students	0	0	0	0	0	2.2	3.5
Contract Funded	113.3	106.5	36.7	26.8	31.4	45.3	123.3
Running Start	141.3	130.5	127.8	120.7	107.5	102.4	96.1
Other (Employ., Sr. Cit.)	14.0	13.2	13.5	15.7	24.6	23.0	19.1
GRAND TOTAL FTES							
	2,077.6	2,059.3	1863.6	1749.5	1700.7	1691.0	1810.6

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

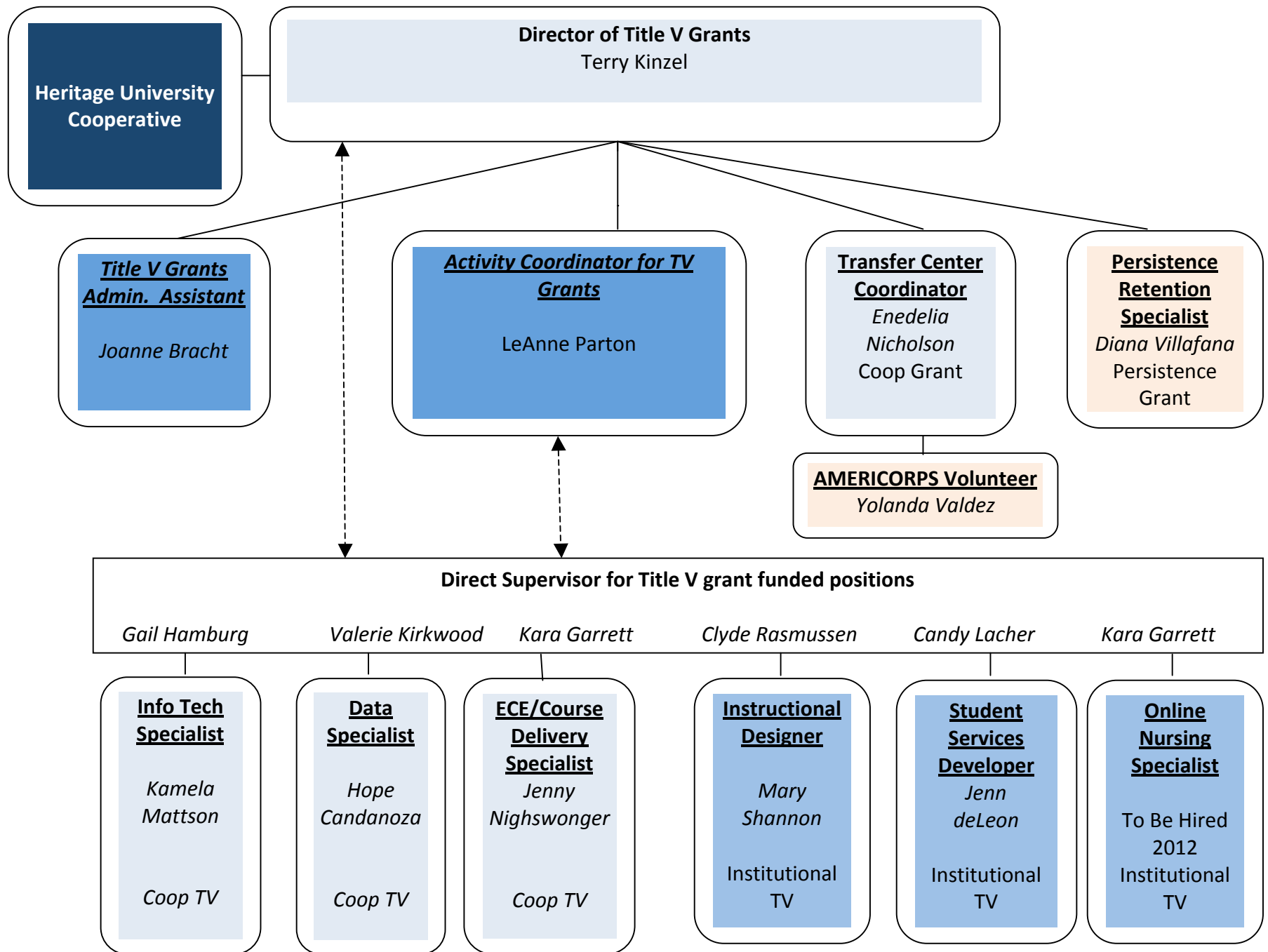
ITEM #5: Title V Grants (for information)

BACKGROUND:

Director of Title V, Terry Kinzel and the Title V staff will present a brief overview of the Institutional Title V grant. Presentation includes introduction of newly hired staff and their responsibilities and an update of activities during the first six months. The organization chart is attached.

RECOMMENDATION:

None.



BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #6 Assessment of Board Activity (for information)

Northwest Commission on Colleges and Universities Standard 2.A Governance

BACKGROUND:

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

Prepared by the President's Office.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #7: Regularly Scheduled Board Meeting Date (for action)

BACKGROUND:

The next Regularly scheduled Board meeting is Tuesday, May 31, 2011, at 8:30 a.m. The second AMP Monitoring Report on Programs will be provided during the regular meeting.

Prepared by the President's Office.

RECOMMENDATION:

BIG BEND COMMUNITY COLLEGE

Date: 4/12/11

ITEM #8: Miscellaneous (for information)

BACKGROUND:

The BBCC Foundation Liaison positions are an important connection for the Board. Historically there have been two Trustees acting as liaisons with the Foundation Board. Currently, Trustee Mike Wren is the only liaison, following Trustee Felix Ramon's retirement. The Board may act to appoint another liaison to the Foundation Board.

The on campus Gear Up event was held March 22. Over 650 students attended from the BBCC service district.

The JATP welcoming ceremony was held March 25 in the Masto Conference Center.

The BBCC Aviation Open House week was held April 4-9.

President Bonaudi will deliver the State of the College Address Tuesday, April 26 at 6:00 p.m. in the Masto Conference Center. Cake and coffee will be shared.

The BBCC Foundation's fundraiser Cellarbration for Education! will be held May 21, 2011. This will be an exciting gourmet dinner and auction event, please attend and bring your friends.

The President's evaluation template will be presented during the May 31 Board meeting for action at the June 21 meeting.

TACTC Administrator Erin Brown and TACTC President Mauri Moore will be presenting TACTC information to the Board during the June 21 Board meeting. The Board members are invited to dinner with Ms. Brown and Ms. Moore June 20. Please rsvp with Melinda.

The next TACTC Conference coordinated with ACCT will be held June 26-28, 2011 at Suncadia near Cle Elum. In preparation for the conference a survey was e-mailed to each Trustee. The aggregated information from all of the Trustees in the Washington Community and Technical College system will be presented at the conference. Please confirm if you will attend with Melinda.

RECOMMENDATION:

None.