

Big Bend Community College

Board of Trustees Regular Board Meeting



**Thursday, April 4, 2013
1:30 p.m.**

ATEC
Hardin Community Room

**Community College District No. 18
7662 Chanute Street NE
Moses Lake WA 98837**

Spring 2013 Campus Events

April						
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						
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	1	Spring Quarter Begins
	3	ASB Singles Pool Tourney 12:00 p.m.; 1400 Game Room
		Men's Baseball vs. Walla Walla CC; 1:00 p.m.; BBCC
	4	Board of Trustees Meeting; Hardin Room 1:30 p.m.
	9	ASB Pizzafest; 10:30 a.m. – 1:00 p.m.; Masto Conference Center
	13	Men's Baseball vs. Wenatchee Valley College; 1:00 p.m.; BBCC
	17	Men's Baseball vs Blue Mtn CC; 1:00 p.m.; BBCC
	18	BBCC 20 th Annual Job & Career Fair; Masto Conference Center
		ASB Free Movie Night; 7:00 p.m.; Lee Theater; students only
	23	Phi Theta Kappa Induction; 4:00 p.m.; Masto Conference Center
	24	Men's Baseball vs. Yakima Valley CC; 1:00 p.m.; BBCC
	26	ASB Adult Comedian/Magician Derek Hughes; 8:00 p.m.; Masto Conference Ctr
	27	Women's Softball vs. Treasure Valley CC; Noon; BBCC
		Men's Baseball vs. CC of Spokane; 1:00 p.m.; BBCC
May	2	ASB Blood Drive; 9:30 a.m. – 12:15 p.m.; 1400 Building Lobby
	3	Women's Softball vs. Walla Walla CC; 2:00 p.m.; BBCC
	4	Women's Softball vs. Walla Walla CC; Noon; BBCC
	8	Men's Baseball vs. Columbia Basin College; 1:00 p.m.; BBCC
	9	TRiO/SSS Silent Auction; 9:00 a.m. – 4:00 p.m.; Peterson Gallery ATEC
	10	Educate Latino Education Fair; 4:30 p.m.; Masto Conference Center
	11	Women's Softball vs. CC of Spokane; Noon; BBCC
	14	ASB Tacofest; 10:30 a.m. – 1:00 p.m.; Masto Conference Center
	16	ASB Basketball Tourney; 7:00 p.m.; DeVries Activity Center



Big Bend Community College
2013 All WA Academic Team Members
Jordan Brzezny, Cynthia Beatty
Phi Theta Kappa Advisor, Barbara Whitney (center)



COMMUNITY COLLEGE DISTRICT NO. 18
BIG BEND COMMUNITY COLLEGE

7662 Chanute Street
Moses Lake, Washington 98837
Regular Board Meeting Agenda
Thursday, April 4, 2013, 1:30 p.m.
ATEC- Hardin Community Room

Governing Board Members:

Mike Blakely
Chair

Jon Lane
Vice Chair

Anna Franz

Stephen McFadden

Mike Villarreal, Ed.D.

Terry Leas, Ph.D.
President

Serving the educational needs of a diverse population throughout its service district. As a comprehensive two-year community college, the institution works with its partners to provide a variety of educational opportunities, including courses and training for university and college transfer, occupational and technical programs, basic skills and developmental education, community and continuing education, pre-employment and customized training for local business and industry, and support services for students to help promote student access, success and retention.

Innovation/Partnerships
Access
Student Achievement
College Climate
Resources

Action

- | | |
|-----------------|--|
| A | 1. Call to Order/Roll Call
Pledge of Allegiance – Army Master Sgt |
| I | 2. Introductions- MEChA, Baseball Team, Softball Team |
| I/A | 3. Consent Agenda <ul style="list-style-type: none"> a. Regular Meeting Minutes February 28, 2013 (A) b. President’s Activity Update (I) c. Student Success (I) <ul style="list-style-type: none"> Student Achievement Initiative Academic Master Plan d. Accreditation Update (I) e. Assessment Update (I) f. Capital Project Report (I) g. Safety & Security Update (I) h. Human Resources Report (I) i. Enrollment Report (I) j. Legislative Update (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) <ul style="list-style-type: none"> a. ASB Representative – ASB President Jazlyn Nielsen b. Classified Staff Representative – Tana Richins c. Faculty Association President – Mike O’Konek, d. VP Financial & Admin Services – Char Rios e. VP Instruction/Student Services – Candy Lacher f. VP Human Resources & Labor – Kim Garza g. Executive Director BBCC Foundation – LeAnne Parton |
| -----BREAK----- | |
| | Executive Session |
| I/A | 5. Mission, Vision, Values Update – Dean Valerie Kirkwood |
| I/A | 6. Assessment of Board Activity – Board |
| A | 7. Regularly Scheduled Board Meeting – Board |
| I | 8. Miscellaneous – President Leas |
| A | 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 16, 2013, 1:30 p.m.

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

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3: CONSENT AGENDA (for action)

- a. Regular Meeting Minutes February 28, 2013

BACKGROUND:

The minutes of the Regular Meeting Minutes February 28, 2013, are included for approval.

Prepared by the President's Office.

RECOMMENDATIONS:

President Leas recommends the Board of Trustees approve the minutes.

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held a Regular Board Meeting Thursday, February 28, 2013, at 1:30 p.m. in the ATEC Hardin Community room in Building 1800 on the Big Bend Community College campus.

1. Call to Order

Present: Mike Blakely
 Anna Franz
 Jon Lane
 Stephen McFadden
 Mike Villarreal

Private Derik Burck, United States Marine Corps led the pledge of allegiance. His mother, Tina Bessett, BBCC aircraft mechanic, was in the audience.

2. Introductions

National Student Nursing Association (NSNA) club members Samantha Przybylek (second-year nursing), Rachel Myrick (first-year nursing) and Melanie Stair (first-year nursing) shared their excitement about being part of the nursing program. The NSNA Club mentors nursing students. They all work toward passing the NCLEX during review sessions funded by club fundraisers. Some of their fundraisers include a craft bazaar, raffle, working with Lions Club at the Grant County Fair, and working at the Gorge Amphitheater. Some BBCC nursing students already possess their bachelor degree and choose to attend the BBCC nursing program. The nursing students have passed the NCLEX with 100% pass rate the past two years.

President Leas introduced Ms. Maria Hartman, BBCC's Transforming Lives Award nominee. Ms. Hartman graduated from BBCC with her medical assistant certificate. Ms. Hartman reported that she attended the Transforming Lives Award event in Olympia with President Leas and the Trustees. She was overwhelmed with the other nominees' stories. Every student has a story, and community colleges offer a light at the end of the tunnel. Ms. Hartman stated she lost her parents at an early age. Her sister, who graduated from BBCC in 2004, is a great inspiration. Ms. Hartman expressed her appreciation to TRiO's SSS program for being an important part of her success by giving encouragement, books, and tutoring.

Board Chair Mike Blakely introduced the Eastern Division Champion Men's Basketball Team and Coach Mark Poth. Associate Vice President Candy Lacher announced Coach Mark Poth is the WA Eastern Region Coach of the Year; last year he hit the milestone of his 500th win, and he has coached BBCC basketball for 26 seasons. The team introduced themselves: Ryan Page from Las Vegas working toward a degree in Exercise Science; Kevin Walker from Rexburg ID

working toward a business degree; Kamen McCulloch from Rigby ID working toward a dentistry degree; Cameron Sanchez from South Jordan UT working toward a graphic designing degree; Trevor Johnson from Kent WA working toward a degree in business management; Brendan Westendorf from Kent WA working toward an exercise science degree; Brandon Funston from Oroville WA working toward a business degree; Bryce Perez from Moses Lake working toward a degree in exercise science; and Kyle Nield from Rigby ID working toward an engineering degree. The assistant coaches are Mitch Poth and Mingo Scott.

Coach Mark Poth stated this is a great group of young men and their cumulative GPA is over 3.0. Two players chosen from the Eastern Region for the NWAAC All-Academic Team are both from BBCC: Brandon Funston and Kyle Nield. Brendon Westendorf earned the Freshman of the Year and MVP, and was also picked for the First Team All-Defensive Team along with Ryan Page and Kevin Walker. Kyle Nield was also selected as an All-League player. The team represents BBCC in first-class manner.

3. **Consent Agenda**

a) Approval of Study Session and Regular Board meeting minutes on January 25, 2013, and Special Board meeting minutes on February 19, 2013, and (A); b) President's Activity Update (I); c) Student Success Update (I); d) Accreditation Update (I); e) Capital Project Report (I); f) Quarterly Budget Update (I); g) Safety & Security Update (I); h) Human Resources Report (I); i) Enrollment Report (I); j) Legislative Update (I).

President Leas noted a correction to the January 25, 2013, minutes on page 2589, "Jenny Sorenson" should be "Ginny Sorenson."

Motion 13-03

Trustee Stephen McFadden moved to approve the consent agenda with the corrections to the minutes as noted.
Trustee Jon Lane seconded, and the motion passed.

- a. ASB President Jazlyn Nielson provided the ASB report. ASB is sponsoring a black light dance tonight 9:00 to midnight. A DJ from the UK as well as a local DJ, Bill Ecret the Mayor of Moses Lake, will provide the music.

Last Thursday night, ASB sponsored free bowling for students. This was the second attempt at establishing learning outcomes for bowling night. One of the outcomes was "by attending this event, students will increase their knowledge of other students on campus." This was achieved by providing nametags. The latest outcome was "by attending this event, students will recognize the ASB Officers and Advisor." There was a signature contest. Cards were provided for students to get four signatures, and then return it for a drawing to win a \$25 gift card. Of the 65 cards taken by students, 37 entered the drawing. It was a good experience for the officers and advisor to meet students as well.

There were 125 students, one advisor, and one coach in attendance. One of our students, Nick Kehler, had a score of 278.

ASB has been working on their portion of a video for the online orientation project with Jenn DeLeon, involving Thor. The new ASB Officer Selection process for the 2013-14 school year is also underway. Thirteen students submitted applications for six positions. Current vice president, Kyle Nield, is leaving after this quarter. The officers opened up the position to the current programmers, and they have selected Shanelle Hemmert to be the replacement.

A new club, Creative Writing Club, was recently approved by the ASB. The Triathlon Club and MEChA are planning a Cinco de Mayo Fun Run on May 4, which will begin at 9:00 a.m. in front of the DeVries Activity Center. This weekend the Rho Zeta chapter will be attending the annual spring regional conference at Tacoma Community College.

Andrea Elliot teaches ABE GED and IBest, and she presented the Trustees with the 2013 literacy calendar funded by a small grant promoting literacy. Raising awareness and sharing outcomes is the focus of the calendar that features student photos. Calendars are distributed to businesses and industry. The IBest program makes college more accessible. VP Bob Mohrbacher stated BBCC's student transition numbers are higher than the state average. When the students enjoy success, they often choose to continue education.

- b. Classified Staff Tana Richins reported Classified Staff training and activities. Rita Jordan received training January 15-16 on Understanding the New Policy - Four Simple Steps to Completion, regarding the new verification rules for financial aid.

Randy Fish and Jim Tincher attended the Grant County Noxious Weed Board Conference at the Wallenstein Theater January 16. They also received six training credits towards their pesticide license recertification that same day. Gale Haley attended a series of webinars for Canvas Training January 22, 24, 28, & 31.

The Classified Staff Committee has been busy organizing the details for the upcoming STTACC Conference this summer. Fundraisers have been organized to help with the expenses for the conference. Thursday, March 7, the Classified Staff will host a scrumptious potluck salad bar. Each classified staff member will bring a large salad or salad bar toppings. Everyone is invited to join us for lunch and generous donations will be accepted. Wednesday, April 10, there will be a Spring Accessories Sale in the ATEC Building, Peterson Gallery. Once-worn or slightly used accessories such as belts, scarves, purses, and jewelry will be sold. This fundraiser may be mostly targeted to the women shoppers on our campus, but there may be accessories that men want to donate like ties, belts, hats and gloves. Books left over from the used book sale last fall will also be for sale.

- c. Faculty Association President Mike O’Konek reported that he and his fellow automotive instructor Dick Wynder will attend the ATE Training Expo in Seattle March 1-3. Mike shared news from Clyde Rasmussen regarding a Career Day with 200-300 11th and 12th grade students on campus. All of our area high schools were invited, and half will be represented.

Director of the Business Office, Char Rios, provided VP Gail Hamburg’s update. VP Hamburg has been working to refinance the ATEC COP, the anticipated closing date is March 19 and the interest rate will be significantly lower resulting in financial savings. The Department of Commerce received BBCC’s energy grant application, and they will announce the winner March 7.

The Student Success Center construction project in the 1400 building is completed. The STEM Center construction project in the 1200 building is also completed. Grand openings will be held during spring quarter.

- e. VP Bob Mohrbacher reported the federal sequester will hit BBCC in a variety of ways. The TRiO program will have a 5.1% reduction which will affect SSS & Upward Bound and their summer academy. Financial aid will be impacted. The Pell grant is exempt but others, like work-study, will be reduced. Basic skills funding will be reduced. Columbia Basin Job Corps and the Port of Moses Lake will be affected, and they are making contingency plans.

VP Mohrbacher referred to the Student Success consent agenda item. The overall success rate for the math emporium at 81% is great.

The enrollment report shows BBCC is on target for reaching 100% enrollment for the 2012-13. The percentage of full-time students has risen from 61% in 2007 to 71% this year. This may be a result of retention efforts. Full-time students are more likely to graduate. There is concern that due to less funding and fewer class offerings, part-time students may be squeezed out. VP Mohrbacher will continue to monitor and report student enrollments.

- f. VP Kim Garza stated the Library is once again fully staffed with the hire of former part-time employee Libby Sullivan into a full-time position. Three other positions closed this week with good candidate pools.

VP Kim Garza shared the leadership competencies developed by the leadership team.

ADMINISTRATIVE - Works efficiently, establishes short and long-term plans, manages execution of responsibility (including structure, staff, and budgets), provides direction, and develops systems and processes.

COMMUNICATION - Speaks clearly and delivers effective presentations, fosters open communication, actively listens to others, and prepares professional written communications.

INTERPERSONAL – Builds collaborative relationships, values diversity, displays respect for differences, addresses and manages conflict, fosters teamwork, puts people at ease, and displays compassion and sensitivity.

CONTINUOUS IMPROVEMENT - Champions change by inspiring a shared vision, challenges the way things have always been done, open-minded, strives to implement best practice, creative and innovative, leads courageously, and takes risks.

MOTIVATION – Displays initiative, drives for results, shows work commitment, conveys a sense of urgency, and aspires to excellence.

ORGANIZATION KNOWLEDGE - Knows the business and organizational issues, uses financial/quantitative data, and increases efficiency and effectiveness through the incorporation of technology.

ORGANIZATION STRATEGY - Recognizes “big picture” implications, influences others, promotes corporate citizenship, manages resources to ensure continued growth, displays organizational and financial savvy, focused on customer service, and demonstrates a commitment to quality.

SELF-MANAGEMENT - Acts with integrity, is self-aware, composed, develops oneself, demonstrates adaptability to a changing work environment, is trustworthy, and balances personal life and work.

DECISION MAKING - Innovates, analyzes multiple perspectives of an issue, uses sound and objective judgment to make timely, appropriate and balanced decisions, thinks strategically, and includes others in the decision-making process.

OWNERSHIP/ACCOUNTABILITY – Understands policies, regulations and performance expectations, follows ethical practices, inspires commitment, holds self and others accountable, follows through on commitments, and confronts issues directly.

DEVELOPMENT – Invests in employees, committed to personal and professional development for all, coaches and develops others, and recognizes and celebrates the achievements of others.

These competencies will also form the basis for moving forward with annual performance evaluations. The senior level administrators’ evaluation surveys will be launched soon. These surveys give the campus an opportunity to recognize strengths and offer constructive criticism.

Faculty Association President Mike O’Konek commented that in the past the senior level administrators’ evaluation surveys consisted of three open-ended questions. The new format will lead to more meaningful feedback.

- g. Executive Director of the BBCC Foundation LeAnne Parton provided a report on the Foundation. A case for support was shared by Calvin Greene of Eka Chemical to his consortium of forty business leaders on the STEM endowment. Within twenty-four hours, three recipients responded positively.

Virginia (Ginny) Sorenson, passed away last fall, the Foundation received a partial payment from her estate for \$30,000 to set up a scholarship for students with a “B” average. The Foundation was also named in an annuity from Ginny

Sorenson for another \$30,000, which will go into the STEM endowment and be matched by the federal grant.

Cellarbration! for Education is scheduled for May 18; LeAnne asked the trustees to please attend and invite friends to fill a table. The event is a fundraiser for BBCC Foundation scholarships for high school seniors, professional technical students, returning students and the intervention scholarship. All STEM donations are doubled by federal grant.

Board Chair Mike Blakely announced a 10-minute break at 2:27 p.m. The meeting reconvened at 2:37 p.m. with no action taken.

5. 2013 Access Monitoring Report

Dean Valerie Kirkwood shared that this monitoring report illustrates how the college is progressing on the strategic plan. This is the first report of three. Three primary outcomes for access include how the use of college resources improves student success, how college contact with potential students leads to increase in targeted enrollments, and how the college meets or exceeds state FTE target.

Public Information Officer Doug Sly described BBCC's marketing efforts. In the past, a mailing was send to all residents in the service district. In order to reduce expenses, PIO Sly has increased the number of news releases and photos and he provides a steady flow of information rather than one big splash. News releases are also on the website and also on Facebook. PIO Sly, department heads, and President Leas work together to create accurate timely news releases.

Search engine optimization was funded by Air WA this year. Key words are used on web pages resulting in the BBCC webpage listings coming to the top during internet searches. Spanish language radio is another new effort being used to connect to the service district's 40% Hispanic population. PIO Sly worked with Hispanic staff from BBCC to advise on marketing efforts and the tone of messages. IFiber news has televised BBCC sports events, and President Leas was interviewed during halftime of two basketball games. IFiber also posts BBCC information online.

The 2012 presidential search process was a good effort made possible by teamwork between Human Resources, BBT and PIO. President search consultant Cindy Hough said BBCC's presidential search web pages are the "gold standard."

PIO Sly announced that Word Services department has a new digital printing press which will deliver efficient, high quality publications. Seventeen new brochures have been printed this year. BBCC's tagline is "excellence in teaching and learning."

President Leas added that PIO Sly provides clean press releases for the newspapers, which increases the chances that they will be used. Trustee McFadden stated less than 10% of the 125 regional press releases received daily can be printed without editing, and PIO Sly's releases are in the 10%.

Terry Kinzel, Director of Title V, reported that the Student Success Center now occupies twice as much space, and this allows more services to be provided to students. Director Kinzel introduced student and Peer Advocate Mentor Miraclejoy Curtis. Miraclejoy left Seattle to attend the Columbia Basin Job Corps where she earned her GED. She then transitioned to BBCC. Miraclejoy enjoyed the college survival skills class and the peer advocacy class. She progressed up through the peer advocate ladder and is now in a paid work-study position. She also mentors other coaches. Miracle Joy said service learning projects are a great way to learn. She encouraged everyone in the meeting to "be the domino" and perform random acts of kindness. Trustee Mike Villarreal commented he liked the concept of civic responsibility and service. These programs provide a safety net of students watching out for each other.

STEM Director Andre Guzman reported the pre-engineering program is designed to get students thinking about becoming engineers. The STEM center is a place for students to learn and be together. Instructor Jim Hamm is working on the design so it makes sense and works well for transfer students.

Many students have trouble with math. The Emporium math model, which is lab-based and self-paced, has increased student success rates. Two or three classes can be completed in one quarter. Instructor Tyler Wallace has worked hard to make this work along with a team. Rafael Villalobos is creating a transfer and career advising system that will help students and their parents understand what an engineer does. The STEM Institutes create networking opportunities with hands-on activities. Two weeks ago students visited WSU and students have also attended career fairs focused on recruiting engineers.

The new math lab in the STEM Center accommodates up to 66 students attending class at one time. Soon the STEM Center will also be home to a computer assisted design and digital logic lab. Industry partners will hold meetings and share information in the center. Faculty will have space to meet and interact with students. This is a "Hispanic Serving Institution" grant, and the services are in place for all students.

VP Bob Mohrbacher shared BBCC's growth and enrollment planning. BBCC has met and exceeded the target at 110% the past few years. This year the enrollment is at 100% of the target. The population of the service district has risen 31%, and FTEs are rising while head count is decreasing. The educational attainment of the BBCC service district is low. Areas of focus are e-learning, evening, weekend and off-campus courses, and new or expanded programs.

BBC needs to grow the number and quality of its offerings. *Quality Matters* is a good online learning pedagogy that staff are accessing. Seventy-six percent of all BBC offerings are on campus during the day. Skillsource in Moses Lake and Othello are good targets for serving off-campus students. The Ag Advisory committee is interested in pursuing GPS technology courses for which Dean Rasmussen is developing a curriculum. There is interest in offering more criminal justice classes as well as composite and material science targeted for the aviation program. The Port of Moses Lake is also very interested in unmanned aerial systems, which would provide the opportunity to train drone pilots and drone mechanics.

Trustee Mike Blakely asked about BBC becoming a center of excellence. VP Mohrbacher responded that the SBCTC and WorkForce Development determine the centers of excellence. Currently, Walla Walla Community College is the Ag Center of Excellence and Everett Community College is the Aviation Center of Excellence.

Trustee Mike Villarreal observed that offering off-campus classes is intriguing. Years ago he attended Heritage University to earn his master's degree. Classes could be offered in Othello to reach out to Connell and Royal City. A feasibility study would provide information about courses in which the communities are interested. It is important to be creative to meet the needs of people working. Dean Kara Garrett added that there is an Early Childhood Education cohort in Othello using the Migrant Council space and online resources.

President Leas and Dean Valerie Kirkwood recommended the board accept the report. Trustee Jon Lane asked questions about nursing programs. Students who get through the program are all successful, but not everyone gets through. Some students bounce around, are we getting rid of more students? VP Mohrbacher stated the BBC nursing program accepts students who have had difficulties at other community colleges. Out of the 48-60 students who apply, BBC accepts 24 students per year, and there are also 24 second-year students each year. The number of students accepted in the program was lowered due to the faculty ratio. President Leas commented it may be possible to increase access by using simulation classes and online curriculum.

Motion 13-04

Trustee Jon Lane moved to accept the 2013 Access Monitoring Report. Trustee Stephen McFadden seconded the motion, and the motion passed.

Trustee Jon Lane complimented the report and stated the presentations show we are asking the right questions and on the right track. President Leas commented as someone new to the college, it is a great institutional research effort to gather data and college-wide effort to use information to make decisions strategically.

At 3:44 p.m. Board Chair Mike Blakely announced an Executive session for 20 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. At 4:04 p.m. the Executive session was extended five minutes. The meeting reconvened at 4:08 p.m. with no action taken.

6. Probationary Tenure Review

Motion 13-05 Trustee Stephen McFadden moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, President Leas and VP Mohrbacher renew the probationary contract of Dr. David Holloway effective September 16, 2013. He further moved that the President notify Dr. David Holloway as soon as possible of this decision. Trustee Anna Franz seconded, and the motion passed.

Motion 13-06 Trustee Mike Villarreal moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, President Leas and VP Mohrbacher renew the probationary contract of Jan Elliston effective September 16, 2013. He further moved that the President notify Jan Elliston as soon as possible of this decision. Trustee Jon Lane seconded, and the motion passed.

Board Chair Mike Blakely thanked the Probationary Review Committee members for their time and energy mentoring their fellow instructors.

7. Exceptional Faculty Award

Criminal Justice and Psychology Instructor Dr. Ryann Leonard applied for an Exceptional Faculty Award. President Leas and Vice President Mohrbacher recommended approval of the award.

Motion 13-07 Trustee Anna Franz moved that the Board of Trustees approve an Exceptional Faculty Award in the amount of \$1,140.28 for Dr. Ryann Leonard. Trustee Mike Villarreal seconded, and the motion passed.

8. Mission, Vision, Values

Vice President Mohrbacher thanked the Trustees who attended the Stakeholder meeting on February 8 for their participation. Many community members and college personnel were also present as Dr. Ron Baker led the mission, vision, values workshop. Good feedback was gathered, and there were many positive responses by employees. A smaller working committee has met to organize and summarize the feedback.

A draft values statement based on the feedback will be shared next week via e-mail and on the web site. Additional feedback from employees and community members will be solicited. The working group is also drafting a mission statement based on feedback from the February 8 meeting. The draft values and mission statement will be shared at the next Board meeting. Vice President Mohrbacher also plans to share the draft values and mission statement during the Faculty In-Service on April 26. The BBCC core themes and chapter one submissions are due to the Northwest Commission on Colleges and University in August. Faculty Association President Mike O’Konek stated the process has been very inclusive. The working committee is diverse and moving along well.

9. Assessment of Board Activity

Trustee Stephen McFadden reported that he reviewed the Probationary Review binders February 22.

Trustee Anna Franz reported that she attended the TACTC New Trustee Orientation and Conference in Olympia. She also attended her confirmation hearing in Olympia, and reviewed the probationary review binders.

Trustee Mike Villarreal reported that he attended the TACTC New Trustee Orientation and reviewed the probationary review binders.

Trustee Jon Lane reported that he attended a BBCC basketball game. He is also on the Grant County Economic Development Council and was elected as Co-Vice-President. He will be traveling to Las Vegas for a retail trade show, and he will research the education area. Trustee Lane attended the TACTC Conference. He also attended the Quincy Community Meeting, and the February 8 Stakeholder Meeting. Trustee Lane reviewed the probationary review binders too.

Board Chair Mike Blakely reported that he attended the TACTC Conference and served on the Transforming Lives Award Committee. He also attended the February 8 Stakeholder Meeting as well as the community meetings in Quincy and Ephrata. Trustee Blakely attended the BBCC Foundation meeting. He also sent notes to the legislators, and reviewed the probationary review binders.

10. Regularly Scheduled Board Meeting Date

The next regularly scheduled board meeting will be held on April 4, 2013.

11. Miscellaneous

President Leas reported that he and Trustees McFadden, Blakely and Lane will attend the ACCT Governance Leadership Institute in San Antonio, Texas March 21-22, 2013.

The dedication and naming of the Paul Hirai Fine Arts Building will be held Monday, April 1 at 2:00 p.m. (the time was later changed to 3:00 p.m.). All are invited to attend.

President Leas shared a letter from the WACTC Board of Presidents to Representatives Dunshee and Warnick and Senators Honeyford and Nelson supporting the capital projects prioritized request submitted to the SBCTC, and requesting the legislators' support.

The meeting adjourned at 4:25 p.m.

Mike Blakely, Chair

ATTEST:

Terrence Leas, Secretary

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3 CONSENT AGENDA (for information)

b. President's Activity Update

BACKGROUND:

Highlights of President Leas' activities from February 15, 2013, through March 22, 2013.

Prepared by the President's Office.

RECOMMENDATION:

None

President's Activity Log Highlights

Date	Activity	Purpose of meeting	Location	Comments
2/18/13	Meet Matt Glencoe from IFiber One	College Promotion	BBCC	
2/19/13	Debriefing Aviation Incident	Communication Analysis	BBCC	
	Visit with Campus Faculty	Collaboration	BBCC	
	Quincy Community Meeting	Introductions	Quincy	
2/20/13	Meeting with VPs Mohrbacher, Garza, Hamburg	Information Sharing & Coordination	BBCC	
	Foundation Executive Director LeAnne Parton	Collaboration	BBCC	
2/21-22	Attend WACTC Meetings	System Support	Olympia	
2/26/13	Visit M&O Department	Collaboration	BBCC	
	Executive Director of Port of Moses Lake Pat Jones	UAV Program	BBCC	
	Part Time Faculty In-Service	Welcome	BBCC	
2/27/13	Meeting with VPs Mohrbacher, Garza, Hamburg	Information Sharing & Coordination	BBCC	
	Executive Council Meeting	Coordination	BBCC	
	Community Screening Committee	Community Support	Ephrata	
2/28/13	Board Trustees Meeting	College Guidance	BBCC	
2/29/13	Welcome City Officials	Community Support	BBCC	
	WACTC Conference Call	System Support	BBCC	
3/4/13	Meeting with Cynthia Beatty All WA Academic Team	Student Success	BBCC	
	Sonico Tour	Partnership	Sonico	
	Commencement Day Planning	Coordination	BBCC	
3/5/13	Personnel	Guidance	BBCC	

President's Activity Log Highlights

Date	Activity	Purpose of meeting	Location	Comments
3/5/13	North Central WorkForce Development Meeting	Community Support	Moses Lake	
3/6/13	Meeting with VPs Mohrbacher, Garza, Hamburg	Information Sharing & Coordination	BBCC	
	Foundation Executive Director LeAnne Parton	Collaboration	BBCC	
	Aviation Meeting	Collaboration	BBCC	
3/7/13	Kizuna Project Welcome	International Partnership	BBCC	
	Hirai Dedication Planning Meeting	Guidance	BBCC	
	Commencement Planning	Logistics	BBCC	
3/8/13	WACTC Conference Call	System Support	BBCC	
3/11/13	Bill Perdue, Sonico President	Partnership	BBCC	
	Visit Library Staff	Collaboration	BBCC	
	Title V Staff Meeting	Information Sharing	BBCC	
3/12-14	NWCCU Workshops	Accreditation	Seattle	
3/15/13	North Central WorkForce Retreat	Professional Technical Support	BBCC	
3/18/13	Meet with Warden Supt Sandra Sheldon	K-12 Partnership	Warden	
	ASB Officer Dinner	Student Support	BBCC	
3/20-22	ACCT GLI Conference	Professional Development	San Antonio TX	Trustees Mike Blakely, Jon Lane Stephen McFadden

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3: CONSENT AGENDA (for information)

- c. Student Success Initiatives Update
 - 1. Student Achievement Initiative
 - 2. Academic Master Plan

Student Achievement

The State Board for Community and Technical Colleges provided colleges with their student achievement points through fall quarter 2012. The college compared fall 2011 to fall 2012.

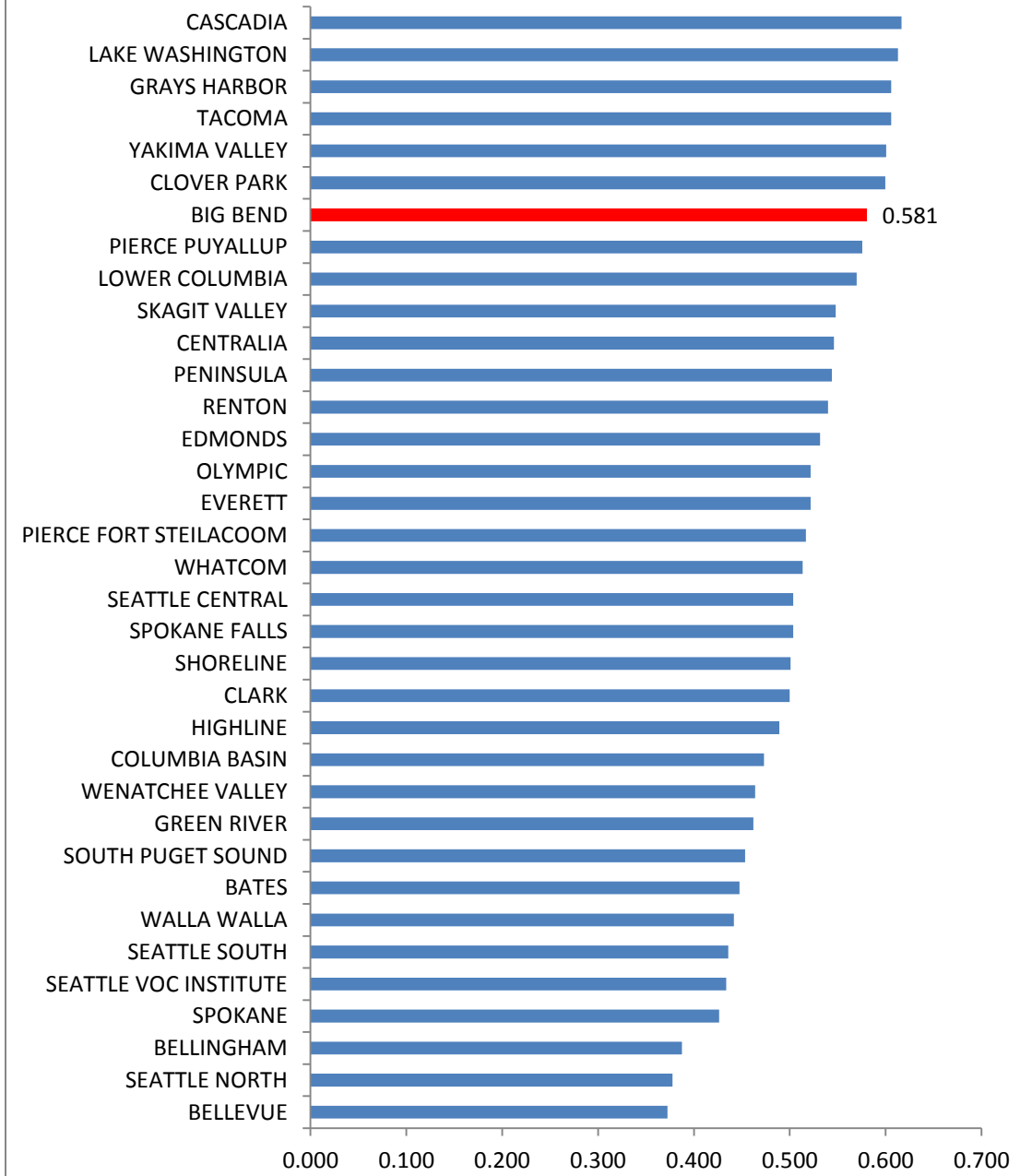
BBCC Student Achievement Points			
	Headcount	Total Points	Points Per Student
Fall 2011	2865	2065	0.72
Fall 2012	2954	1716	0.58

BBCC is down 196 points in Basic Skills and 145 points in College Readiness (developmental courses). In fall 2011, the college was teaching Developmental Math using Modules.

Using this method of course delivery, BBCC gained more points. Although BBCC has seen a decline in Basic Skills points, the college has not yet determined what caused the decrease. In 2011-12, BBCC had 1.36 points per student. Right now Big Bend is 7th in terms of points per student. The system average is .498 points per student as of fall 2012.

(see chart on next page)

Student Achievement Points Per Student Fall 2012



c.

Prepared by VP Mohrbacher, and Dean Kirkwood.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3: CONSENT AGENDA (for information)

d. Accreditation Update

President Terry Leas and Valerie Kirkwood attended a Northwest Commission on Colleges and Universities Self Evaluation Workshop and an Accreditation Liaison Officer Workshop on March 13-14, 2013 in Seattle. The Self Study Workshops covered aspects of the Year Three and Seven Self Study and Evaluations. The Accreditation Liaison Officer Workshop covered NWCCU Annual Reports, Substantive Changes and required college credit hour policy.

Big Bend also received documentation on the Year One Self-Evaluation Report for fall 2013 which is due to the Commission office and evaluation panelists by September 16, 2013. The Year One Self-Evaluation Report covers Standard One on Mission, Core Themes and Expectations. In addition, BBCC will address Recommendation One of the Year Seven Comprehensive Evaluation Report, Fall 2012.

Recommendation One, Fall 2012

1. The evaluation committee recommends that the College ensure the alignment between mission statement and the core themes – that the core themes “individually manifest” and “collectively encompass” the College’s mission statement, that the core theme objectives and verifiable indicators be sufficient to evaluate the accomplishment of core themes, and that the evaluation of programs and services be holistically informed by indicator data for each core themes objective (Standards 1.B.1, 1.B.2, 3.B.3, and 4.A.4).

Prepared by VP Mohrbacher and Dean Kirkwood.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3: CONSENT AGENDA (for information)

e. Assessment Update

Connect2Complete *A program of Campus Compact with funding from The Bill and Melinda Gates Foundation*

Through Service Learning opportunities and Peer-to-Peer Mentoring, Connect2Complete (C2C) is a pilot program that supports students in achieving their academic goals and credit completion. The C2C program strives to increase student engagement with their peers, campus and community.

Data on students who meet the Connect2Complete (C2C) cohort criteria is collected and analyzed each quarter to follow students' progress toward becoming college-ready, attaining degrees and/or certificates, and transferring. To be included in a C2C cohort, students must be enrolled in a CSS 100 class **and** meet *one or more* of the following: 1) Place into pre-college level courses at BBCC and/or enroll in one or more pre-college level course while at BBCC and/or 2) Are eligible for need-based financial aid. The first C2C cohort (winter 2012) consisted of 99 students.

The table below describes two groups of students. The C2C Cohort group meets the enrollment criteria listed above and received mentoring and service learning interventions. The Comparison Group meets the enrollment criteria for C2C but did not receive the C2C interventions. As you can see from the data below, the C2C Cohort group performed better in the completion of the highest level pre-college course in the respective subjects.

	C2C Cohort (winter 2012)	Comparison Group (winter 2011)
Pre-college math	44%	30%
Pre-college English	57%	45%

Prepared by VP Bob Mohrbacher and Dean Valerie Kirkwood.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3: CONSENT AGENDA (for information)

f. Capital Project Update

BACKGROUND:

STEM Project: The STEM area will be fully occupied spring quarter. The new technology in the math lab has been instructor and student tested; it is working well. There are a few items on the punch list that the contractor is completing.

Title V Project: Most of the furniture has been delivered to the Student Success Center. It opened the last week of winter quarter and students' comments were positive. The TRIO staff has been moved back to 1400 to its newly remodeled space. They are getting settled over spring break and will be ready for the return of students.

Old Developments/Background:

STEM Project:

2/28/13: The contractor has completed most of the items on the punch list. Computer equipment and furniture has arrived and is currently being installed. Instructors are working with the new technology in the math lab before classes are moved to this area. The tentative date to start moving classes is March 4.

1/25/13: The aluminum storefront has been set in the exterior opening with the exception of the door sections. The electrical work has been completed and we are waiting on an inspection. The suspended ceiling grid has been finished. Once we have the final electrical inspection, the ceiling tiles will be set. The painting is done and the flooring is being installed. The casework and chair rail is being put up. The contractor anticipates a project completion date of January 31. Big Bend Technology will then install equipment, allowing a few days for instructors to work with the new technology before classes start in this area.

The Chemistry laboratory is substantially completed, with a few punch list items. This project included new tables, chairs, casework and flooring. The Chemistry laboratory was available for winter quarter classes.

12/20/12: Building 1200 has been enclosed (plywood has been placed over the storefront openings until it arrives). Interior framing is complete and the gypsum wallboard has been installed. It looks like the project will not be completed for the start of winter quarter; it should be ready for occupancy by mid-January. We are on schedule and ready to start the Chemistry laboratory work on December 5th. The Chemistry laboratory is not part of the STEM project. It is a college project that we were able to bid with the STEM and Title V projects to, hopefully, save dollars and use the same contractor.

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3: CONSENT AGENDA (for information)

g. Safety & Security Update

BACKGROUND:

ADMINISTRATIVE ACTIVITY

FEMA Training: Emergency Planning for Higher Education – three-day course in Pasco attended by Kyle Foreman, Bob Mohrbacher, Doug Sly, Todd Davis and Scott Carsey.

Crime statistics are not completed for the month, but there were no significant occurrences Mar. 1 through Mar. 20.

Prepared by Director of Campus Safety & Security Kyle Foreman.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3: CONSENT AGENDA (for information)

h. Human Resources Report

BACKGROUND:

Recruitment & Selection:

Raffaela Dowey accepted the position of Academic Advisor (9-month) for TRiO Student Support Services. She previously worked for Columbia Basin Job Corps. Her first day at BBCC is April 2nd.

Libby Sullivan accepted the position of Library & Archives Paraprofessional 4. Libby previously worked for BBCC in a part-time capacity. Her first day in this new position was February 25, 2013.

Andrea Elliott accepted the position of Online Instructional Designer for the nursing program. Andrea has been employed by BBCC since 2008. Most recently, she has been an instructor in the WorkFirst program. Andrea moved to her new position on March 25th.

Honour Adkins accepted the position of Program Specialist 2 in the Aviation Department. Honour replaces Irene Osumi who will retire on April 15. Her first day of work at BBCC was April 1.

Allison Baker accepted the position of Head Volleyball Coach position effective March 26.

Interviews for the position of CBIS Coordinator are scheduled for April 10 and 17.

First review of applications has started for the following full-time, tenured faculty positions:

- Chemistry Instructor
- English Instructor
- Developmental Education/ABE Instructor
- Reference Librarian
- Industrial Electrical Instructor

The position of Coordinator for Student Recruitment and Outreach was posted on March 7, 2013. The position is vacant due to the resignation of Ericka Morales. Her last day at BBCC was March 15th. First review of applications will be April 4th.

A summary of the personnel activity for the last quarter is also attached to this report.

Training:

March 5 and 15 Lunch & Learn sessions were held on the topic of Performance Evaluations. Thirty employees attended the sessions.

The following is a list of additional admin/exempt training that has occurred since the last Board of Trustees meeting.

- Char Rios-BFET on January 15 via ITV; ATD on January 16 via ITV; Budget Accounting and Reporting Council on January 17-18 via ITV; HO (ABCs of CIP) on January 29 via Webinar; Mission, Vision, Values Seminar on February 8 at BBCC
- Jennifer de Leon-Intro to Canvas for Faculty on January 7-28 via Online
- Jille Shankar-Tax Filing Rules for Financial Aid, Verification, Understanding the New Policy and Verification Steps on January 10, 15, 16 via Webinar
- Kim Jackson-Student Activities Advisor's Conference on January 3-5 at Las Vegas
- Lorilyn Allen-Disabled Student Services Council Winter Meeting on January 31-February 1 via ITV
- Tom Willingham-SharePoint 2007 Workflows I: Basics, Workflows II: Feedback, Workflows III: Digital Signatures on January 9, 11, 16 via Online
- Custodio Valencia, Luis Alvarez-US Department of Education Review of the 2011-2012 SSS APR Part 1 and SSS APR How Does the Data Impact Your Prior Experience Points on February 26, 28 via Webinar
- Gail Hamburg- BAC Meeting on February 28 at Olympia
- Kim Garza-HRMC Meeting on February 7-8 at Cascadia Community College
- Candy Lacher- NWAACC Winter In-Service Gender Equity & Title IX, NCAA Academic Reform on February 7 at Clark College; Student Achievement Coding Workshop on February 19 at BBCC
- Kyle Foreman-Clery Act Training on February 13-14 at Renton Technical College
- Terry Kinzel-Connect2Complete Faculty Fellows Training Developing Service Learning in Developmental Courses on January 29-30 at Florida; Achieving the Dream Conference on February 4-7 at Anaheim; Faculty In-service Mission Statement on February 8 at BBCC; IMPACT Conference on February 22-24 at Albuquerque
- Andrea Elliott-Introduction to the Reading Apprenticeship Framework for Community College Faculty-Accredited Adult Literacy Course on January 14-24 via Online
- LeAnne Parton-Tony Rubleski's Exceptional Mind Capture Customer Service on February 26 at Moses Lake Chamber of Commerce
- Kara Garrett-Mission, Vision and Values Seminar on February 8 at BBCC; Coalition of the Willing Training on February 11, 25 at Columbia Basin College
- Rafael Villalobos-WSU Engineering Department Tour on February 19 at WSU
- Jenny Nighswonger-WAOL Canvas Training via Online; P-3 Symposium on February 28 at Seattle

Miscellaneous:

The collection period for the 2013 Administrator surveys is now closed. Starr Bernhardt is in the process of compiling the responses and preparing the individual reports. It is expected the results will be available by mid-April.

Mike O’Konek, Rie Palkovic, Kim Garza and Terry Leas met on March 19 to discuss the feedback from faculty on the draft policy on employee/student relationships. Based on the discussion during the meeting, changes will be made to the existing draft policy. An updated version will be available for review by classified staff, faculty, and Cabinet prior to mid-April.

Prepared by Kim Garza, Vice President of Human Resources & Labor.

RECOMMENDATIONS:

None.

PERSONNEL REPORT FEBRUARY 9, 2013 - APRIL 1, 2013

EMPLOYEE SEPARATIONS 2/9/13 - 4/1/13			
SEPARATION DATE	NAME	POSITION	SEPARATION REASON
3/15/2013	Ericka Morales	Coordinator of Student Recruitment & Outreach	Resigned
4/15/2013	Irene Osumi	Program Coordinator-Aviation	Retiring
NEW HIRES/PROMOTIONS/TRANSFERS 2/9/13 - 4/1/13			
START DATE	NAME	POSITION	REPLACING
2/25/2013	Elizabeth Sullivan	Library & Archives Paraprofessional 4	Carolyn Riddle
3/25/2013	Andrea Elliott	Online Instructional Designer for the Nursing Program	New Title V Grant position (this is a promotion for Andrea)
3/26/2013	Allison Baker	Women's Volley Ball Coach	Natalie Coulston
4/1/2013	Honour Adkins	Program Specialist 2-Aviation	Irene Osumi
4/2/2013	Raffaella Dowey	TRiO Student Support Services Academic Advisor	Tennille Kimball
SEARCHES IN PROCESS			
POSITION	STATUS	REPLACING	
Industrial Electrical Maintenance Instructor	First Review March 12	Jerry Wright	
Coordinator for the Center for Business & Industry Services	Interviews Scheduled	New position	
Chemistry Instructor	First Review March 15	New position	
English Instructor	First Review March 15	New position	
Nursing Instructor-non-tenure track	Open Until Filled	Jan Elliston (Jan is now in tenure-track position)	
ABE/Developmental Education Instructor	First Review March 22	New position	
Reference Librarian	First Review April 1	Lance Wyman	
Coordinator of Student Recruitment & Outreach	First Review April 4	Ericka Morales	
WINTER PART-TIME FACULTY: 96			
WINTER PART-TIME HOURLY: 76			

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3: CONSENT AGENDA (for information)

- i. Enrollment Report

BACKGROUND:

The final winter quarter enrollment numbers are not available at the time of printing. This information will be provided at the board meeting. An updated two-year FTE report with enrollments through the first day of spring quarter will also be provided at the meeting.

The tuition amount budgeted for 2012-2013 is \$4,008,514. As of February 28, 2013 we have collected \$4,315,324 or 107.6% of the budgeted amount. As of February 28, 2012 we had collected \$2,966,563 or 82.2%.

TUITION COLLECTION REPORT
As of February 28, 2013 February 28, 2012

	<u>2012-13</u>	<u>2011-12</u>
Annual Budget	\$ 4,008,514	\$ 3,608,514
Total Collections as of November 30	\$ 4,315,324	\$ 2,966,563
As a % of annual budget	107.6%	82.2%
Left to collect to meet budget target	\$ 0	\$ 641,951

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

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #3: CONSENT AGENDA (for information)

j. Legislative Update

BACKGROUND:

Revenue and caseload forecast

The revenue forecast Wednesday was relatively good news, all things considered. It is basically flat; up \$59 million this biennium, down \$19 million next, for a net increase of \$40 million.

"*Flat* is the new *up* when it comes to forecasts," said **Rep. Ross Hunter**, D-Medina, lead budget writer for the House. "This forecast takes a bad problem and doesn't make it worse."

The bad news came last week in the caseload forecast. Caseload costs are up \$300 million. Additionally, a recent court decision has added \$160 million in costs to the balance sheet.

OFM is characterizing the budget shortfall faced by the Legislature to be \$500 million worse than Governor Gregoire solved in her budget proposal last December.

The Senate is expected to release a budget proposal as early as late next week.

Committee hears CTC budget, tuition process

The **House Higher Education Committee** on Wednesday heard testimony about the unique budget and tuition-setting processes for the state's community and technical college system.

Marty Brown, SBCTC executive director, gave an overview of how the State Board creates a budget in partnership with the entire CTC system. "[The SBCTC has] a system-wide approach to the budget...the Legislature appropriates [funding for] the entire community and technical college system," Brown said. "We gather input from everywhere – we start with students and we end with students ... we do this all before we submit [our budget request] to the Governor in September."

Nick Lutes, SBCTC operating budget director, provided committee members with an historical overview of tuition rates at CTCs. Lutes said, "After double-digit tuition increases, [Washington has] jumped above the national average, we're currently 14th [in the nation]."

Dr. Elizabeth Chen, State Board member, explained the nine-member state board's role in determining tuition increases. "Setting tuition is very important and is the most difficult decision to make... [State board members] seek input from our students, presidents, and trustees," Chen said. She also shared with committee members that with nearly half of CTC students using some form of financial aid, even a slight change in tuition can make a dramatic difference in obtaining a degree or certificate

Prepared by the President's office.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #5: Mission, Vision, Values (for information)

BACKGROUND:

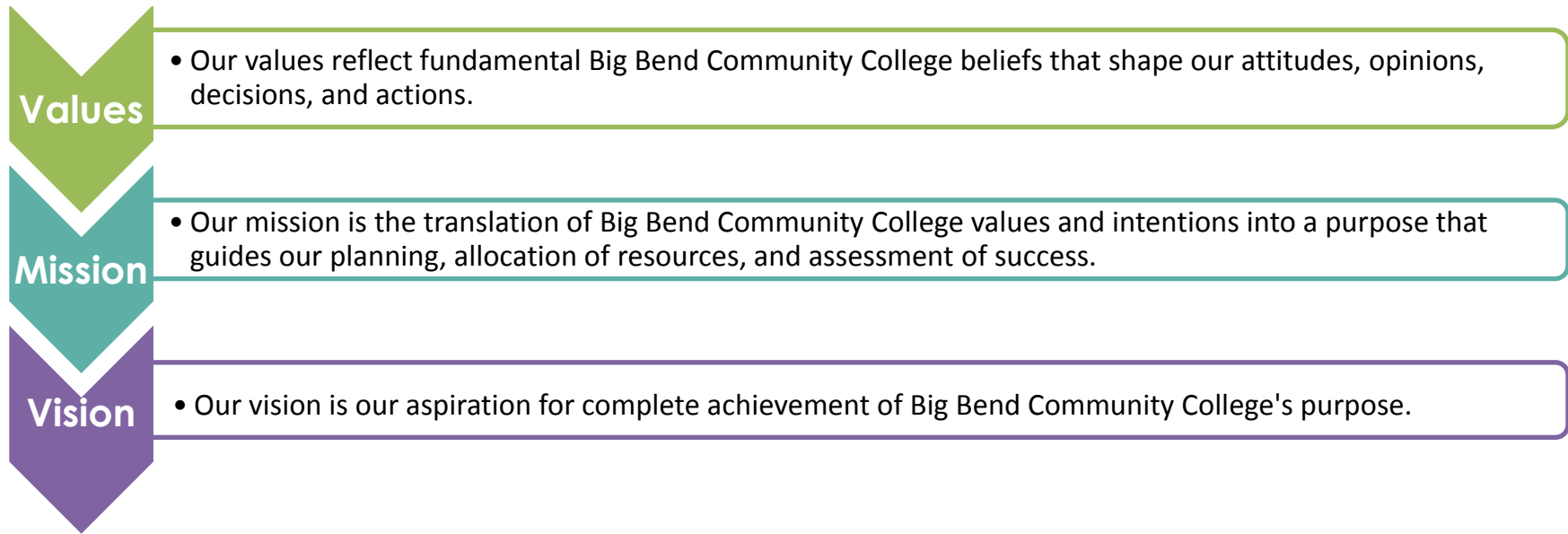
During 2013, Big Bend Community College is engaged in reassessing our current mission statement to lay the ground work for its strategic planning activities. On Feb. 8th, 2013, the college and some of its community partners met in the Masto Conference Center for a three hour workshop. The session was facilitated by Dr. Ron Baker, of Baker Collegiate Consulting. Working in small groups, the participants collected notes on all of the aspects important to the college, the local community, and the success of our students. These notes were used to draft new statements outlining the Mission, Vision, and Values of Big Bend. This web page is intended to help track the progress of this project and to gather further feedback from the college and the community.

Prepared by VP Mohrbacher.

RECOMMENDATION:

None.

Mission, Vision, Values Planning



[BBCC Draft Statements of Mission, Vision, and Values \(link\)](#)

[February 8th, 2013 Workshop Mission, Vision, and Values \(link\)](#)

[Dr. Ron Baker's Presentation \(link\)](#)

Please send your feedback on the Draft Statements of Mission, Vision and Values to feedback@bigbend.edu. Feedback will be collected through April 12, 2013.



Mission: Translation of institutional values and intentions into purpose that guides planning, resource allocation, and assessment of effectiveness

Draft: Big Bend Community College promotes lifelong learning through a commitment to student success, educational excellence, and community engagement.

Vision: Aspirational statement of success in fulfilling institutional purpose

Draft: Big Bend Community College: Creating a dynamic educational environment for our diverse communities

Values: Principles (fundamental beliefs) or qualities that shape institutional attitudes, opinions, decisions, and actions

Draft - Values

Excellence

- Innovation
- Commitment to quality
- High standards
- Continuous improvement

Student Success

- Academic achievement
- Empowerment
- Lifelong learning
- Service to students

Integrity and Stewardship

- Accountability
- Sustainability
- Ethics and honesty
- Resource management

Inclusion

- Diversity
- Access
- Opportunity
- Equity

Community Engagement

- Collaboration
- Outreach
- Partnerships
- Improving quality of life

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

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 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 definitively measure what is accomplished throughout the year for its next self-evaluation review.

During the August 23 Board Retreat, a *Trustees Activity Report* Template was reviewed. A blank of the report is included in the Board packet for the Trustees to complete and connect their activities with their goals.

Prepared by the President's Office.

RECOMMENDATION:

None.



2012-13

INNOVATION/PARTNERSHIPS - The Board will establish and foster business, industry, and community connections to the college, which will lead to innovation and new or expanded programs arising from those connections. The Board will establish and maintain policies that promote regular college interaction with business and industry to enhance the economic health of the district. The Board will continue its practice of formal recognition of business/industry support of college students and programs, coordinating that recognition where appropriate.

(Champion Trustee Mike Wren)

ACCESS- The Board will establish and maintain policies to insure open access and opportunity for all students, employees, employers, and communities, communicating those policies to the district. The Board will endeavor to hold meetings, both on campus and off campus with stakeholder groups throughout the college district such as school district boards, county commissioners, city officials, economic development organizations, etc. The purpose of the meetings is to allow Trustees to participate in information exchange and problem solving.

(Champion Trustee Anna Franz)

STUDENT ACHIEVEMENT- The Board will recognize and promote student success, continuing the practice of sending written acknowledgement to students to recognize their achievement. In addition to Commencement, Trustees will endeavor to attend other ceremonies and meetings to recognize and celebrate student success.

(Champion Trustee Mike Blakely)

COLLEGE CLIMATE - The Board will establish and maintain policies that promote a safe, welcoming environment for students, employees, and citizens for college activities throughout the district. The Board will encourage events and activities on campus to recognize staff achievement and bring more people to our campus for exposure to the college.

(Champion Trustee Jon Lane)

RESOURCES - The Board will establish and maintain policies that pursue funding for programs, capital improvement, personnel and equipment. Board members will be involved at the local, regional, state, national and international levels to identify opportunities to secure additional resources for the college.

(Champion Trustee Stephen McFadden)

Trustee Activities Report

Trustee Name: _____

Board Meeting

Date: _____

Number of Student Contacts: _____

Legislative
Contacts: _____

Innovation/Partnerships Access Student
Achievement

College Climate Resources

Community
Activities: _____

Innovation/Partnerships Access Student
Achievement

College Climate Resources

College
Activities: _____

Innovation/Partnerships Access Student
Achievement

College Climate Resources

SBCTC TACTC
Activities: _____

Innovation/Partnerships Access Student Achievement
 College Climate Resources

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

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

BACKGROUND:

The next Board meeting is scheduled on May 16, 2013. The TACTC Spring Conference is scheduled May 16-17 in Anacortes, WA. The Board may choose to move the May 16 meeting to May 23 or another date.

Prepared by the President's Office.

RECOMMENDATION:

BIG BEND COMMUNITY COLLEGE

Date: 4/4/13

ITEM #8: Miscellaneous (for information)

BACKGROUND:

President Leas and Trustees McFadden, Blakely and Lane attended the ACCT Governance Leadership Institute in San Antonio, TX March 21-22, 2013.

President Leas, PIO Doug Sly and Aviation Faculty met with Governor Inslee Friday, March 29 at the Port of Moses Lake offices.

The dedication and naming of the Paul Hirai Fine Arts Building was held Monday, April 1 at 3:00 p.m.

President Leas proposes scheduling a study session prior to the next meeting to discuss indicators of success.

“Be the change that you wish to see in the world.” — Mahatma Gandhi
...and speaking of change, we are going to modify things a bit at the next Big Bend graduation. Due to our growth in graduates over the past few years, we are moving to a new, cooler, and more spacious venue: Lion’s Field behind Frontier Middle School in Moses Lake on Friday, June 14. This move will be an exciting new opportunity for our students and their families to enjoy such a special occasion.

Prepared by the President’s office.

RECOMMENDATION: