



Board of Trustees Regular Board Meeting

**April 7, 2016
1:30 p.m.**

**ATEC
Hardin Community Room**

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

Spring 2016 Campus Events

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

April	7	Board of Trustees Meeting; 1:30 p.m.; Hardin Community Room
	12	ASB Pandafest; Masto Conference Center; 10:30 a.m.- 1:00 p.m.
	13	Viking Baseball vs Walla Walla CC; 1:00 p.m. (double-header)
	16	Viking Baseball vs YVCC; 1:00 p.m. (double-header)
	18	ASB/GSA Club Sponsored Motivational Speaker Ash Beckham; Masto Conference Center; 1:00 p.m.
	21	BBCC Job & Career Fair, 9:00 a.m. -3:00 p.m.; ATEC Building
	23	Viking Baseball vs WVC; 1:00 p.m. (double-header)
	27	Viking Baseball vs CBC; 1:00 p.m. (double-header)
	28	ASB Movie Night; Lee Theater, Ephrata; 7:00 p.m.
	30	Viking Baseball vs Treasure Valley CC; 12:00 p.m. (double-header)
		Viking Softball vs North Idaho College; 12:00 p.m. (double-header)
May	1	Viking Softball vs CC of Spokane; 12:00 p.m. (double-header)
	5	ASB Casino Night; Masto Conference Center; 7:00 p.m. – 10:00 p.m.
	9	Nursing Sponsored Speaker “Ryan’s Story”; Masto Conference Center 12:00 p.m. – 1:30 p.m.
	10	ASB Fiestafest; Masto Conference Center; 10:30 a.m. – 1:00 p.m.
	11	Multicultural Motivational Speaker Luis Osvaldo Ortega Sanchez; Masto Conference Center; 1:00 p.m.
	13	Viking Softball vs Treasure Valley; 2:00 p.m. (double-header)
	14	Viking Baseball vs Blue Mountain CC; 12:00 p.m. (double-header)
	19	ASB Thrillin’ 3 rd Thursday; Comedian Lucas Bohn; Wallenstien Theater; 7:00 p.m.
	21	BBCC Foundation Cellarbration! for Education gourmet dinner & auction; Masto Conference Center; 5:30 p.m.
	25	ASB Recognition Night; Wallenstien Theater; 7:00 p.m.
	26	Board of Trustees Meeting; 1:30 p.m.; Hardin Community Room



President Terry Leas, Amber Mead, Jefferson Roylance, Trustee Jon Lane
All WA Academic Team Celebration, March 24, Olympia

Big Bend Community College
BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 18

Study Session Notice

Date: Thursday, April 7, 2016, 10:00 a.m.

Topic: President's Evaluation Process

Location: ATEC Building, Hardin Community Rm
7662 Chanute St NE, Moses Lake

Notice is hereby given of a study session of the Big Bend Community College Board of Trustees. No formal action will be taken.

Information: Contact Doug Sly, Public Information Officer
(509.793.2003).



COMMUNITY COLLEGE DISTRICT NO. 18
BIG BEND COMMUNITY COLLEGE
 7662 Chanute Street Moses Lake, Washington 98837
 Regular Board Meeting Agenda
 Thursday, April 7, 2016, 1:30 p.m.
 ATEC- Hardin Community Room

Governing Board Members:

Stephen McFadden
Chair

Anna Franz, J.D.
Vice Chair

Jon Lane

Juanita Richards

Miguel Villarreal, Ed.D.

Terry Leas, Ph.D.
President

Values

Student Success
Excellence in Teaching & Learning
Inclusion
Community Engagement
Integrity & Stewardship

Vision

Big Bend Community College
inspires every student to be
successful.

Mission

Big Bend Community College
delivers lifelong learning
through commitment to
student success,
excellence in teaching and
learning, and
community engagement.

Action

- | | |
|-------------------|--|
| A | 1. Call to Order/Roll Call
Pledge of Allegiance – Veteran |
| I | 2. Introductions – |
| I/A | 3. Consent Agenda <ul style="list-style-type: none"> a. Meeting Minutes March 3, 2016 (A) b. President's Activity Update (I) c. Student Success (I) d. Accreditation (I) e. Assessment (I) f. Capital Project Report (I) g. Safety & Security Update (I) h. Human Resources Report (I) i. Classified Staff Report (I) j. 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) <ul style="list-style-type: none"> a. ASB President – Blake Springer b. Classified Staff Representative – Robin Arriaga c. Faculty Association President – Kathleen Duvall d. VP Finance & Administration – Char Rios e. VP Instruction/Student Services – Dr. Bob Mohrbacher f. VP Human Resources & Labor – Kim Garza g. Executive Director BBCC Foundation – LeAnne Parton |
| I | 5. Exceptional Faculty Awards Presentations (3) – VP Bob Mohrbacher |
| -----BREAK----- | |
| Executive Session | |
| A | 6. 2016-17 Guided Pathways Initiative – VP Bob Mohrbacher |
| I/A | 7. President's Evaluation – VP Kim Garza |
| I | 8. Sabbatical Report – Rie Palkovic |
| I/A | 9. Transforming Lives Award Budget – President Leas |
| A | 10. ACT Award Nominations – President Terry Leas |
| A | 11. Board Policy for Action – President Terry Leas |
| I | 12. Assessment of Board Activity – Trustees |
| I | 13. Next Regularly Scheduled Board Meeting – Trustees |
| I | 14. Miscellaneous – Chair Stephen McFadden, President Leas |
| 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 – May 26, 2016

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: 4/07/16

ITEM #3: CONSENT AGENDA (for action)

- a. Board Meeting Minutes

BACKGROUND:

The minutes of the regular board meeting March 3, 2016, are included for approval.

Prepared by the President's Office.

RECOMMENDATIONS:

President Leas recommends the Board of Trustees approves the minutes.

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Thursday, March 3, 2016, 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: Anna Franz
Jon Lane
Stephen McFadden
Juanita Richards
Mike Villarreal

STEM IT Tech and United States Coast Guard veteran Ken McKinley led the pledge.

2. Introductions

The women's basketball team was not available for introductions. President Leas announced that sophomore basketball players Makena Shelley, Mackenzie Windley, and Deanna Manning were named to the Northwest Athletic Conference (NWAC) Academic Team.

3. Consent Agenda

a) Approval of Regular Board Meeting Minutes January 21, 2016 (A); b) President's Update (I); c) Student Success Update (I); d) Accreditation (I); e) Assessment Update (I); f) Capital Project Report (I); g) Safety & Security Update; h) Human Resources Report (I); i) Classified Staff Report; j) Enrollment Report (I).

Motion 16-04 Trustee Anna Franz moved to approve the consent agenda.
Trustee Jon Lane seconded, and the motion carried.

There were no public comments.

4. Remarks

- a. ASB President Blake Spring reported ASB and club activities. The ASB sponsored movie night held January 28 at the Lee Theater in Ephrata and entertained 170 students and employees followed by bowling night, which was attended by 203 people. The ASB Pastafest had 209 people in attendance. Dean Dan Johnson from Edmonds Community College spoke with 75 students and employees for Black History Month.

Upcoming ASB events include Grocery Store Bingo tonight in the Masto Conference Center, where the prizes will be "the good toilet paper," Tide pods laundry detergent, and other great items from a grocery store.

Next week ASB will hold a Porkfest Lunchfest and the annual Flashlight Easter Egg Hunt Thursday night at 10:00 p.m.

ASB hired Ryker Pierce as the new Vice President and Brittany Hosley as the Programming Director; they will begin spring quarter. Current officers Jacob Barth and Felicia Nelson will complete their BBCC classes this quarter.

ASB has taken an active role in the home basketball games this year, with foam fingers, selfie stick giveaways, the couch potato fundraiser, and fatheads of the men's basketball team. There was a huge turnout last Saturday for the final basketball games against Spokane. ASB has also helped with the costs of redoing the baseball infield, which resulted from the huge windstorm in the fall.

On Monday, February 22, Phi Theta Kappa inducted 33 new members. They provided concessions for the February 13 Allied Arts event, and they will also be providing concessions for the upcoming Allied Arts event March 12 and the Columbia Basin Community Concert Association on March 21.

Phi Theta Kappa will conduct their quarterly Book-Buy-Back-Bake Sale Thursday and Friday, March 17-18.

Phi Theta Kappa will also attend their spring regional conference March 18-20 at Pacific Lutheran University hosted by Tacoma Community College.

- b. Classified Staff Representative Robin Arriaga reported Classified Staff activities. Their winter quarter community service project for Daze of Camelot resulted in donations, including five 1-ton bales of hay, veterinarian funding, and miscellaneous supplies. Classified Staff members attended CPR-AED training. Representative Arriaga also reported that a new Administrative Process that will provide recognition for classified staff members similar to Emeritus awards is in process.

Classified Staff members are looking forward to wellness and gentle yoga sessions by Director of Title V Terry Kinzel. The group is scheduling a meeting to make plans for spring quarter.

- c. Faculty Association President Kathleen Duvall reported Faculty members' activities.

CWU Associate Professor of Analytical Chemistry and Chemistry Education Tim Sorey and several graduate students visited BBCC and job shadowed math and science faculty on February 17.

Criminal Justice and Psychology Instructor Dr. Ryann Leonard's students will be working with local police departments to help train the new reserve officers.

They will act as victims and perpetrators for several days of training. This participation helps the students see the field in which they are interested and provides a service to our local law enforcement departments.

- d. VP Linda Schoonmaker reported the netted drone (40-ft. high) facility engineering design is completed. Placement of the exterior guide wires is under consideration. The Baseball field repairs will be finished April 6. The PTEC predesign package was submitted to the State Board for Community and Technical Colleges (SBCTC). The facility will be located on the dirt lot to the north of ATEC. The committee continues to plan the student center remodel. The hallway outside the SIM Lab will be painted during spring break.
- e. VP Bob Mohrbacher reported 13 BBCC employees attended the Dream 2016 conference in Atlanta along with 2,000 community college colleagues. They learned about information regarding guided pathways, diversity and equity, closing gaps, and data analytics. They also visited the Center for Human Rights and the aquarium.

Senator Patty Murray's Central Washington Director Raquel Ferrell-Crowley visited campus and toured the SIM lab and SynDaver. She shared feedback regarding the UAS grant.

VP Mohrbacher reported spring enrollment is going well, and some classes are being added as a result of wait lists.

- f. VP Kim Garza reported the new agriculture program coordinator, Landra Kosa, will begin in June. The Washington Public Employees Association became certified to represent the BBT classified staff in January. They have notified BBCC to begin the contract negotiation process.
- g. Executive Director of the Foundation LeAnne Parton reported that the online scholarship application deadline has passed. There were 172 applications submitted compared to 185 last year. Foundation staff helped students through the process.

The Trustees' Scholarship account fund is decreasing. Director Parton stated based on investment revenues and on expenditures, the scholarship payout should be reduced from 5% to 4%.

Motion 16-05

Trustee Mike Villarreal moved to reduce the Trustees' Scholarship payout to 4% or \$1,630 for this cycle. Trustee Juanita Richards seconded, and the motion carried.

Trustee Anna Franz asked to have a discussion about the Trustees' Scholarship account expenditures for the Transforming Lives event at the next meeting.

5. AMP Community Engagement

Dean Valerie Parton introduced the community engagement monitoring report which focuses on partnerships, responsible use of resources, and the cultivation of an inclusive campus environment. Last summer, Dr. Pamela Transue led a board session about reviewing performance. She suggested that the review and feedback process, usually completed annually just before the retreat, be broken into three pieces. Each of the three monitoring reports could include review and feedback at the time of the report rather than waiting to review all three areas at one time.

All employees and trustees had the opportunity to provide feedback for the community engagement monitoring report. Next week Institutional Research will host four Latino/Latina focus groups led by Counselor MariAnne Zavala Lopez, Student Success Center Coordinator Diana Villafaña, TRiO Director Custodio Valencia, and TRiO Academic Advisor Luis Alvarez.

Eighty percent of students intend to get degrees and/or transfer to a four-year university. The data team hopes to drill down through the data to understand how to help students. VP Bob Mohrbacher said he hopes the focus groups will provide more information about students' barriers.

James Saucedo, STEM Director, shared about STEM partnerships. Internship opportunities are the focus with industry partners, which include Air Liquide, AkzoNobel, CBTech, Genie, Columbia NW Engineering, and REC Silicon. STEM and the Industrial Systems Technology program support each other, and this partnership benefits students. The engineering and computer science club activities in collaboration with the AMT program and the UAV grant are enriching the STEM students' experiences. Director Saucedo also works with EWU, CWU, WSU, and UW to articulate courses. The Engineering Consortium members, consisting of Walla Walla CC, Columbia Basin College, Yakima Valley CC, Wenatchee Valley College and Spokane Falls CC, are working together. Dean Tim Fuhrman and Zach Welhouse have been helping with resource utilization. Lastly, STEM hosted an engineering night with K-12 partners.

Heidi Summers, Director of Workforce Services, shared about the Working Student Success Network, which strategically integrates and bundles three pillars: education and employment advancement, income and work supports, and financial services and asset building. Four events—the fall hiring event, professional/technical open house, fall transfer fair and the new opportunity fair—were bundled into one Get HERE (Get Higher Education Resources Employment) event. WorkFirst Education Service Coordinator Monica Medrano, Career Services Coordinator Bonnie Jeffrey, and TRiO Advisor Rita Ramirez worked together on the successful event, which included employers, organizations, and universities in a fun, carnival atmosphere. Approximately 300 students attended. Trustee Stephen McFadden asked that Adams County be included for the event next year.

Counselor MariAnne Zavala-Lopez and WorkFirst Education Service Coordinator Monica Medrano shared information regarding the Multicultural Development Team

(MDT). The MDT vision statement reads: Cultivate an environment of equity and inclusion. The MDT mission statement reads: Promoting equity and inclusion through education, leadership, collaboration and advocating social justice. Coordinator Medrano shared that the MDT is a resource and serves as support for the Big Bend community to explore diversity, equity, and inclusion. The MDT also helps identify barriers and strategies to encourage interaction and enrich the educational experiences of the campus.

Counselor Marianne Zavala-Lopez shared about a Safe Space Training Session offered by CWU on February 19. Nineteen participants learned about providing a supportive environment for students to discuss gender identity and sexual orientation. She also talked about the continuing professional development series “Words Matter.” The sessions share how words can include and exclude people. MDT has also offered input to Human Resources about including a diversity statement in the application process and suggested that an MDT member serve on screening committees as well as diversity training for screening committee members. They also suggested changes to address diversity for the student activities office. The group would like to conduct a campus cultural audit. Support from the board of trustees was important to start this team as they began planning to be a campus resource. Trustees shared their appreciation of the MDT. President Leas stated this team is creating a culture of inquiry, and uncomfortable conversations can lead to better awareness and positive change.

Dean Valerie Parton stated that stewardship of resources and inclusive environment are new parts of the community engagement ends statement. She reported that VP of Finance and Administration Linda Schoonmaker reminds staff to connect the budget to strategies and goals. BBCC continues to work on partnerships and build relationships.

Trustee Stephen McFadden complimented the good work highlighted in the report. He also stressed the importance of 100% trustee participation in the surveys as they build part of the report.

Motion 16-06

Trustee Jon Lane moved to accept the AMP Community Engagement Monitoring Report. Trustee Mike Villarreal seconded, and the motion carried.

Kyle Foreman Director of Safety and Security reported his department is using a new software program to replace and integrate what was being accomplished by several programs. The new program was recommended by other security administrators; it has data analytics capabilities and can be used to create employees’ schedules. The new program will work well with the new security vehicle, a 2016 Jeep Patriot, has a laptop in the vehicle. Monthly reports will look different as a result of the new program. The old security vehicle has 145,000 miles and is 20 years old.

Board Chair Stephen McFadden announced a 5-minute break at 2:50 p.m. to be followed by an Executive Session for 30 minutes to discuss items provided for in RCW 42.30.110 (1): (g) to evaluate the qualifications of an applicant for public employment or

to review the performance of a public employee. The executive session was extended for 15 minutes. The meeting reconvened at 3:35 with no action taken.

6. Probationary Tenure Review List

Motion 16-07

Trustee Jon Lane moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to James Ayers effective September 12. He further moved that the President notify James Ayers as soon as possible of this decision. Trustee Mike Villarreal seconded, and the motion carried.

Motion 16-08

Trustee Anna Franz moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to Clint Gilbert effective September 12. She further moved that the President notify Clint Gilbert as soon as possible of this decision. Trustee Juanita Richards seconded, and the motion carried.

Motion 16-09

Trustee Mike Villarreal moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to Lindsay Groce effective September 12. He further moved that the President notify Lindsay Groce as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.

Motion 16-10

Trustee Juanita Richards moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to Libby Sullivan effective September 12. She further moved that the President notify Libby Sullivan as soon as possible of this decision. Trustee Anna Franz seconded, and the motion carried.

Motion 16-11

Trustee Jon Lane moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to extend Valerie Wade's contract for a fourth probationary year effective September 12. He further moved that the President notify Valerie Wade as soon as possible of this decision. Trustee Mike Villarreal seconded, and the motion carried.

Motion 16-12

Trustee Anna Franz moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Benjamin Altrogge effective September 12. She further moved that the President notify Benjamin Altrogge as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.

Motion 16-13

Trustee Mike Villarreal moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Heidi Gephart effective September 12. He further moved that the President notify Heidi Gephart as soon as possible of this decision. Trustee Anna Franz seconded, and the motion carried.

Motion 16-14

Trustee Juanita Richards moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of John Martin effective September 12. She further moved that the President notify John Martin as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.

Motion 16-15

Trustee Jon Lane moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of John Marc Swedburg II effective September 12. He further moved that the President notify John Marc Swedburg II as soon as possible of this decision. Trustee Michael Villarreal seconded, and the motion carried.

Motion 16-16

Trustee Anna Franz moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Arthur Wanner effective September 12. She further moved that the President notify Arthur Wanner as soon as possible of this decision. Trustee Juanita Richards seconded, and the motion carried.

- Motion 16-17 Trustee Mike Villarreal moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Amber Bravo effective September 12. He further moved that the President notify Amber Bravo as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.
- Motion 16-18 Trustee Juanita Richards moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Michael Dzbenski effective September 12. She further moved that the President notify Michael Dzbenski as soon as possible of this decision. Trustee Anna Franz seconded, and the motion carried.
- Motion 16-19 Trustee Jon Lane moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Dawnne Ernette effective September 12. He further moved that the President notify Dawnne Ernette as soon as possible of this decision. Trustee Juanita Richards seconded, and the motion carried.
- Motion 16-20 Trustee Anna Franz moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to renew the probationary contract of Jaime Garza effective September 12. She further moved that the President notify Jaime Garza as soon as possible of this decision. Trustee Juanita Richards seconded, and the motion carried.
- Motion 16-21 Trustee Mike Villarreal moved after having given reasonable consideration to the recommendation of the probationary tenure review committee, Dr. Leas, and Dr. Mohrbacher, to grant tenure to Brinn Harberts effective September 12. She further moved that the President notify Brinn Harberts as soon as possible of this decision. Trustee Jon Lane seconded, and the motion carried.

The trustees expressed their appreciation to the faculty and probationary committees for working through the tenure review process.

7. President's Evaluation Process

VP Kim Garza shared information from other colleges' presidential evaluation processes. Many HR offices are not involved in the president's evaluation. VP Garza also share a document titled *Assessing the Performance on the Chief Executive* written by Dr. Cindra Smith. VP Garza asked the trustees how they would like to proceed.

The trustees discussed their need for additional time to consider and define their desired outcome, process, and purpose of evaluation instruments.

Motion 16-22

Trustee Mike Villarreal moved to schedule a board study session April 7 before the regular board meeting to discuss the president's evaluation process. Trustee Anna Franz seconded, and the motion carried.

8 Exceptional Faculty Awards

Motion 16-23

Trustee Jon Lane moved to approve Exceptional Faculty Awards to Erik Borg, Kathleen Duvall, Matthew Sullivan, Steve Close, Richard Wynder, MariAnne Zavala-Lopez, and Lindsay Groce as presented in the agenda. Trustee Juanita Richards seconded, and the motion carried.

9. Association of College Trustees (ACT) Awards

Dr. Leas shared about the ACT awards. The awardees at the state level are automatically nominated to the national Association of Community College Trustees (ACCT). President Leas stated he is working on one nomination for the equity award.

Motion 16-24

Trustee Anna Franz moved to form a nominating committee of her and Jon Lane to work with President Leas. Trustee Juanita Richards seconded, and the motion carried.

10. Board Policy for Information

Revised Board Policy 1005 was presented for information. Revisions broaden the recognition opportunities to classified staff for meritorious service to parallel emeritus awards. This is another step toward being more inclusive. The college depends on classified staff to support excellence in teach and learning.

11. Assessment of Board Activity

Trustee Jon Lane reported that he attended the National ACCT Legislative Summit in Washington, DC, along with a group of about 50 colleagues from Washington State. He visited senators and representatives and discussed America's College Promise and Pell Grants among other topics. He also talked with Regents of 4-year universities who are connected with the aircraft industry about fleet replacement strategies. In Moses Lake, Trustee Lane visited with local BBCC graduates of the nursing program. Trustee Lane attended a town hall conference call with Representatives Manweller and Dent and Senator Warnick. He also attended the Grant County Economic Development Council

Executive Director Candidates' Meet & Greet and the BBCC Men's basketball game against Spokane Community College. Lastly, he observed the state capital project scoring and attended meetings with Dr. Leas.

Trustee Anna Franz reported that she reviewed the tenure review binders and met with Dr. Leas and Dr. Mohrbacher.

Trustee Juanita Richards reported she attended the holiday potluck; she complimented VP Garza on the event. She also attended the Transforming Lives dinners and visited legislators in Olympia during the ACT Conference. In addition, she visited the 13th district legislators again on credit union day.

Trustee Mike Villarreal reported that he reviewed the tenure review binders. He also attended the largest technology conference for education in Seattle and was amazed at the speed in which technology is advancing in education.

Trustee Stephen McFadden reported that he attended the ACT Conference and the Transforming Lives dinner in Olympia; he also visited the 9th & 13th district legislators. Trustee McFadden attended the state auditor's exit conference for BBCC. He also attended the Othello Chamber of Commerce event and hosted the Adams County Legislative Reception in Olympia. Trustee McFadden thanked President Leas for attending the Adams County events. Trustee McFadden visited with legislators during the recent WA Economic Development Conference and shared about BBCC's aviation fleet-replacement needs. Representative Dent is organizing a meeting with BBCC and CWU to address the aviation program needs. Trustee McFadden also reported that he received a text from Senator Schoesler that he was confirmed as a trustee. Trustee Anna Franz reported she was also confirmed.

12. Next Meeting

The next regular board meeting is scheduled on April 7, 2016.

13. Miscellaneous

President Leas reported that he and PIO Doug Sly visited Quincy School District Superintendent John Boyd. Quincy recently passed a successful \$108-million bond. They discussed innovative programs, and Superintendent Boyd would like to visit BBCC's STEM Center with a team. President Leas also visited the Ephrata School District with music instructor Michael Dzbenksi. They met with Principal Dan Martell and EHS Music teacher Tim O'Donnell.

President Leas reported that he was appointed to the Grant County Economic Council Board of Directors. He also participated in the statewide capital project scoring process.

Dr. Leas announced that the BBCC Community Choir will perform Wednesday, March 16 at 7:30 p.m. at Wallenstien Theater.

Dr. Leas complimented VP Linda Schoonmaker and Executive Director of the Business Office Char Rios for a positive audit exit. The State Auditor staff were complimentary of BBCC.

President Leas announced that BBCC earned the Eastern Regional Championship and are in the state basketball playoffs.

VP Kim Garza shared information regarding the system impact of the recent class action lawsuit regarding part-time employees' benefit eligibility. There are a large number of adjunct or part-time instructors in our state system, and the \$13 million settlement will be split amongst the 34 colleges. BBCC followed the rules per the Healthcare Authority. The direct impact on BBCC is not yet known.

Trustee Stephen McFadden stated the legislative session ends March 10, and there are numerous budget divides between the house and senate. Legislators hope to reach consensus but may be called back to a special session by the governor.

Motion 16-25

Trustee Jon Lane moved to adjourn the meeting. Trustee Mike Villarreal seconded, and the motion carried.

The meeting adjourned at 4:37 p.m.

Stephen McFadden Chair

ATTEST:

Terrence Leas, Secretary

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #3 CONSENT AGENDA (for information)

b. President's Activity Update

BACKGROUND:

Highlights of President Leas' activities from February 16, 2016, through March 11, 2016, follow.

Prepared by the President's Office.

RECOMMENDATION:

None.

President's Activity Log Highlights

Date	Activity	Purpose of meeting	Location	Comments
2/16/16	Cabinet Meeting	Information Sharing Consultation	BBCC	
	Retirement Lunch	Feedback	Moses Lake	
	Major Capital Project Scoring	System Support	Conference Call	
	STEM Director James Saucedo	Program Support	BBCC	
	Quincy Hospital Administrator Interview	Community Engagement	Quincy	
2/17/16	Grant Co EDC			
	Foundation Executive Director LeAnne Parton	Program Support	BBCC	
2/18/16	Samaritan Healthcare Strategy & Finance Meeting	Community Engagement	BBCC	
	Quincy SD Supt John Boyd	Partnership	BBCC	
	Quincy Rotary Luncheon	Community Engagement	BBCC	
	Foundation Executive Committee/Board Meeting	Collaboration	BBCC	
	Advisory Board Dinner	Program Support	BBCC	
2/19/16	Ephrata HS Principal Dan Martell, Music Instructor Tim O'Donnell, BBCC Music Instructor Michael Dzbenski	Partnership	Ephrata	
2/22/16	Nursing Students	Program Support	Program Support	
	Review Board Agenda	Collaboration	BBCC	Chair Stephen McFadden
	Phi Theta Kappa Induction	Student Success	BBCC	
2/23/16	STEM Internal Monitoring Team (IMT)	Collaboration	BBCC	
2/24/16	Foundation Member Paul Hirai	Collaboration	BBCC	
	Executive Team meeting with Vice Presidents	Information Sharing & Coordination	BBCC	
	Moses Lake Rotary Luncheon	Community Engagement	Moses Lake	

President's Activity Log Highlights

Date	Activity	Purpose of meeting	Location	Comments
	ctcLink Chart of Account Standardization Discussion	Collaboration	BBCC	
	One America Grant	Guidance	BBCC	
	Allocation Model Discussion	System Support	BBCC	
2/25-26/16	WACTC Meetings	System Support	Olympia/SBCTC	
2/29/16	Budget Discussion	Collaboration	BBCC	
	Dean of IR Valerie Parton	Program Support	BBCC	
	Trustee Anna Franz VP Bob Mohrbacher	Information Sharing & Coordination	BBCC	
3/01/16	Northwest Commission on Colleges & Universities Annual Meeting	Accreditation Training	Seattle	
3/02/16	Executive Team meeting with Vice Presidents	Information Sharing & Coordination	BBCC	
	Moses Lake Rotary Luncheon	Community Engagement	Moses Lake	
	Foundation Executive Director LeAnne Parton	Program Support	BBCC	
	STEM Director James Saucedo	Program Support	BBCC	
	Aviation Program	Program Support	BBCC	
3/03/16	BBCC Board Meeting	College Guidance	BBCC	
3/04/16	Title V Director Terry Kinzel	Program Support	BBCC	
	Blindspot Training Session	Professional Development	BBCC	
	WACTC Legislative Conference Call	Legislative News	BBCC	
	Grant County EDC Banquet	Community Engagement	BBCC	
3/07/16	Representative Tom Dent	Aviation Program	BBCC	
	Accreditation Discussion			
3/08/16	PIO Doug Sly	Collaboration	BBCC	
	Budget Discussion	Collaboration	BBCC	
	North Central Workforce Development Committee	Community Engagement	Moses Lake	

President's Activity Log Highlights

Date	Activity	Purpose of meeting	Location	Comments
	Samaritan Healthcare CEO Theresa Sullivan	Tour	BBCC	
	Rotary Scholarship Foundation Board Meeting	Community Engagement	BBCC	
3/09/16	ACT Award Nominations	Excellence in Teaching and Learning	BBCC	Trustees Jon Lane, Anna Franz
	Executive Team meeting with Vice Presidents	Information Sharing & Coordination	BBCC	
	Moses Lake Rotary Luncheon	Community Engagement	Moses Lake	
	Dean of IR Valerie Parton	Program Support	BBCC	
3/10/16	German Class Flash Mob	Excellence in Teaching and Learning	BBCC	
	TRiO Day Celebration	Program Support	BBCC	
	Advisory Committee Discussion	Information Sharing	BBCC	
3/11/16	Shared Governance Council	Collaboration	BBCC	
	WACTC Legislative Conference Call	Legislative News	BBCC	

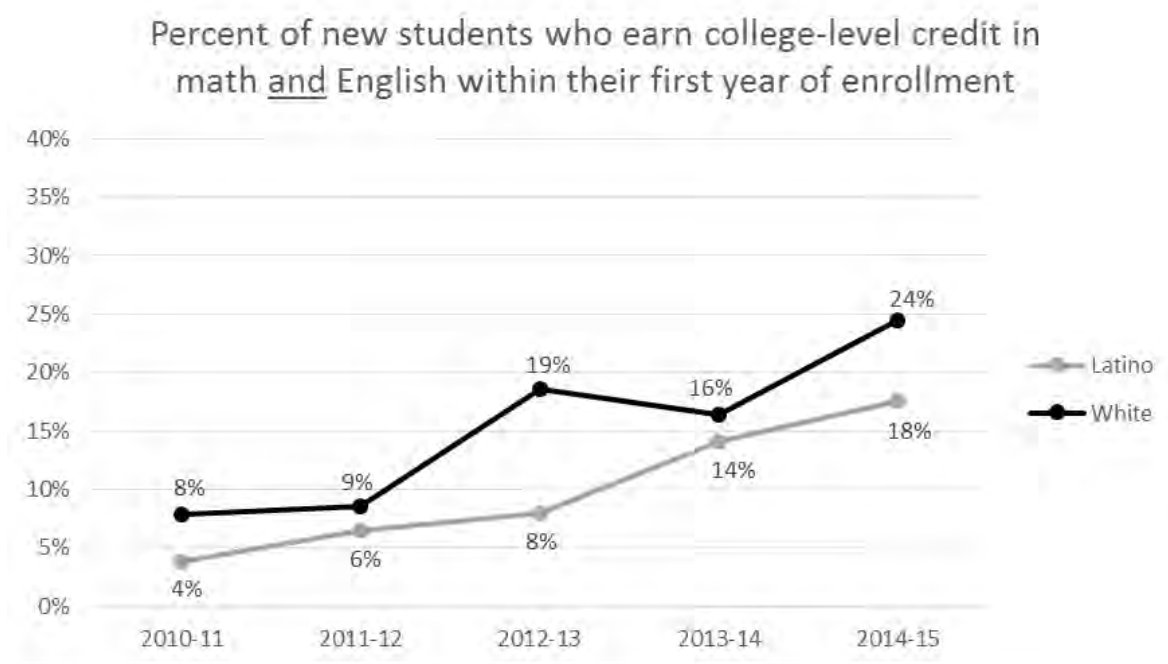
BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #3: CONSENT AGENDA (for information)

c. Student Success

Over the past five years, BBCC has significantly increased the percentage of students who earn college-level math and English credit during their first year of enrollment. In 2010-11, only 7% of new students successfully completed college-level math and English courses within one year. By 2014-15, 22% of students completed both math and English at the college level in their first year, for a 15% increase in this important benchmark. In part, this is due to an increase in the number of students who place directly into college-level courses. In the past three years, BBCC has seen a 4% increase in the percentage of students who place directly into college-level math and a 13% increase in the percentage of students who place directly into college-level English.



Prepared by VP Bob Mohrbacher, Dean Valerie Parton, Data Analyst Starr Bernhardt

RECOMMENDATION: None.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #3: CONSENT AGENDA (for information)

d. Accreditation Update

The Assessment Committee will meet on April 25 to continue work on a plan to address the recommendation from the Northwest Commission for Colleges and Universities (NWCCU) with regard to documentation of student learning outcomes at the course, program, and degree level. Recommendations will be shared with faculty at the spring In-Service day in May.

Prepared by VP Bob Mohrbacher

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #3: CONSENT AGENDA (for information)

e. Assessment Update

The Annual Faculty Assessment Report on General Education and Program Outcomes was submitted by the Chair of the Assessment Committee, Dr. Ryann Leonard, on February 22. This report details assessment projects completed by faculty in 2014-15. Big Bend's General Education Outcomes (listed below) measured the desired outcomes for students across the college. In 2014-15, there were 61 department assessments of General Education Outcomes; assessments results were collected for 96% of the Gen Ed Outcomes criteria.

General Conclusions:

- The number of specific assessments of General Education outcomes collected remains high in comparison with 2013-2014 numbers.
- Assessment data were collected for all 5 General Education outcomes; assessment data were collected for 23 out of 24 (96%) of the specific criteria listed under each outcome, an increase of 8% over the previous year.
- Of the assessments collected (N=69), 88% were benchmarked assessments (compared to 82% last year), with 12% of assessments being either qualitative (7%), comparative (3%), or quantitative with no specific benchmark (2%).
- Of the benchmarked assessments, 89% met the benchmarks.
- In 2014-15, institutional data shows that 77% of students overall met the success benchmark of earning a 2.0 grade or better per course. Eighty percent of students in traditional, face-to-face classes; 75% of students online; 73% in Hybrid; and 76% of Web-enhanced met the 2.0 benchmark. These outcomes affirm that the results of our assessment data are approximately equivalent to the grade data we are seeing institutionally.

GENERAL EDUCATION OUTCOMES

1. Students will be able to write clearly and effectively.

- 1.a. Clarity
- 1.b. Logical flow from point to point
- 1.c. Sound support of assertions
- 1.d. Creative or divergent thinking
- 1.e. Adhere to conventions of standard written English
- 1.f. Sources adhere to citation/reference formats

2. Students will be able to reason mathematically.

- 2.a. Interpret information in graph form
- 2.b. Understand and use statistical information
- 2.c. Understand geometrical concepts
- 2.d. Work with numerical and algebraic relationships

3. Students will be able to solve problems combining and applying knowledge from multiple sources.

- 3.a. Define the problem
- 3.b. Break it into steps
- 3.c. Draw logical conclusions
- 3.d. Generate multiple and diverse perspectives in trying to solve the problem
- 3.e. Recognize extraneous information
- 3.f. Follow directions and fulfill the expectations of the assignment

4. Students will be able to gather and interpret information.

- 4.a. Distinguish between well-supported and unsupported claims
- 4.b. Make comparisons and draw contrasts
- 4.c. Recognize the points of an issue or claim
- 4.d. Access multiple sources of information

5. Students will be able to define and articulate personal, historical, global and workplace/community aspects of culture.

- 5.a. Define and articulate an objective sense of personal culture as it relates to external cultures.
- 5.b. Define and articulate historical aspects of cultures using appropriate vocabulary and examples.
- 5.c. Define and articulate meaningful aspects of global cultures using appropriate vocabulary and examples.
- 5.d. Define and articulate concepts related to the culture of the workplace and community.

Prepared by VP Bob Mohrbacher and Assessment Committee Chair Ryann Leonard.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #3: CONSENT AGENDA (for information)

f. Capital Project Update

Ongoing Projects:

Drone Netted Facility: We have a project quote and construction documents for the work to be performed to repair the old tennis court surface and to erect the netted facility, to include an 8-ft-high cyclone fence enclosure to restrict casual access. At this time, the grant director is reviewing these documents with the federal contracting officer to gain the necessary authorization to proceed with obligating the federal funds.

Baseball Field Wind Storm Damage/Renovation: Grant County has issued the permit, and we are awaiting the arrival of the poles from Pennsylvania before we can start actual construction.

Building 2000, Gymnasium, “Wiggly Wall,” 2nd Floor Balcony: We are reviewing tempered-glass panels for replacement of the wiggly wall and the railing along both sides of the upper deck of the gymnasium. We determined that the first solution to repair the wiggly wall was not the best option in the long run since once we touched the railing at any point we would need to bring the rest up to current safety code—that we would proceed with replacing the wiggly wall and the current side railings with a new glass panel railing system.

Professional Technical Education Center (New Building): The final version of the Predesign was submitted to OFM on March 8th. We probably have a 60-day turnaround time for OFM to complete their review and give approval for us to proceed. During this wait time, we have the RFQ (Request for Qualifications) out for the Design and Construction Management Services with a submittal cutoff date of April 1, review of submittals by mid-April, and top ranking firms with oral interviews the week of May 2nd.

Building 1400 Student Center Remodel: We met with the architect and the lighting engineer to go over the final construction plans and locations of electrical, IT cabling, and wireless points. We should have final design mid-April and out for construction bid shortly thereafter. We will be locating staff to various locations around campus but trying to keep essential student contact (registration/financial aid/counselors) in bldg. 1400 to make access easier for our students.

Simulation Lab: This project is now complete. We finished refreshing the main hallway directly outside of the SIM Lab with new carpet and freshly painted walls.

History:

Drone Netted Facility:

3/3/2016: A Public Works Request has been submitted to DES to include possible engineering design for the netting enclosure. Small discussion with Kansas State University--they actually used a golfing range designer out of Florida to assist with their design! This facility is planned to be located over the unused tennis courts directly south of the Baseball field.

Baseball Field Wind Storm Damage/Renovation:

3/3/2016: The construction company is waiting for the bases to the poles to arrive before they can begin erecting the half wall around the backstop.

1/21/2016: The baseball field sustained wind storm damage on November 17, 2015 and during the assessment of the damage some additional renovation to the parts to be repaired was desired. Athletic funding will cover the costs of repair/renovation. We have an estimate from the contractor and are working on reducing the estimate and finding some innovative ways to stretch the existing athletic funding available to make these repairs/renovations. Best case scenario is that we can complete the construction before our 1st game the end of March.

Building 2000, Gymnasium, Wiggly Wall, 2nd Floor Balcony:

3/3/2016: The engineer provided us with options and estimates for repair. We selected the least disruptive to the esthetics of the wall, but still accomplishing the repair in an efficient and long-lasting method. We are now waiting for an estimate from the construction contractor.

1/21/2016: We are currently waiting for response from engineer on estimating the costs and timelines with the various options for repair proposed.

12/3/2015: While we were having our Facility Condition survey, Steve Lewandowski of the State Board Capital division suggested a different method of 'shoring up' the wiggly wall, along with some other masonry concerns around campus. We asked DES to send a structural engineer to look at all of these masonry concerns. AHBL was here on the 17th and we expect a report in the next couple of weeks with details on severity of the various issues and the options to correct.

10/29/2015: The 2nd floor balcony wall on the East side is experiencing some looseness of the CMU (concrete masonry unit) wall creating a wiggle. The area is currently cordoned off for safety. Structural engineers have taken a look at it, and we are researching (\$) their suggestions for shoring up with bracing or replacing the wall with railing.

Professional Technical Education Center (New Building):

3/3/2016: We are currently working on the final drafts of the Predesign submission for OFM review. We are planning on submission to OFM in March.

1/21/2016: Instructors and staff met to review the three site selections and raise the pros and cons of each site. Meeting for more detailed analysis will possibly occur 4th week of January.

12/3/2015: We've had several initial meetings with staff, instructors, students, public and partners. We will be having a site review meeting the day after this Board meeting to review SWOT for each of the three sites considered.

10/29/2015: We have set the dates on a series of meetings to gather information from the intended staff, instructors, students, public, and partners. Architects have been meeting with Instructors individually to inventory current equipment.

9/10/2015: Currently working on the project schedule with architect and DES for a completion date of predesign and submittal to the Office of Financial Management (OFM) in the spring of 2016.

08/06/2015: Architect selection has been awarded to RGU Architects for the pre-design and design of PTEC.

Building 1400 Student Center Remodel:

3/3/2016: We met several times to discuss and review several possible floor plans for this space. We wish it to be inviting and welcoming and continue to serve our students as well as our staff in an efficient manner.

1/21/2016: The second meeting was held, and general agreements on how the space should be organized were made. A couple of possible floor plans have been provided and another meeting is to be scheduled the 4th week of January.

12/3/2015: Our second meeting to discuss ideas and review some draft renderings of what the remodeled space might look like is scheduled for after this BOT meeting.

10/29/2015: Scheduled our first meeting of 'tenants' for October 30th to have a preview/general chat about what we want out of the remodel of the student center (registration/counseling/financial aid) area, what our \$'s might allow us to do, and what might be options for temporarily housing displaced folks

9/10/2015: Beginning backward planning for the timeline to make completion of June 30th, 2017.

8/06/2015: The funding agreement was signed with DES, and RGU Architects will begin design services for the remodel of the financial aid, registration, and admissions area.

Women's Softball Announcer's Booth:

1/21/2016: This project is now completed.

Simulation Lab:

3/3/2016: As noted last month, still on schedule for end of March (during Spring Break) to do the refresh (carpet and paint) in the hallway directly outside of the SIM Lab.

1/21/2016: Instruction has moved their SIM equipment in to the space and the rooms are in use. There are still a few remaining contractor issues to be attended to, but the project is 98% complete. Our further work on the main hallway just outside of the new lab space will be refreshed with paint and new carpet with an estimated completion of Spring Break in March.

Minor Improvements-Building 1400 Upstairs Remodel:

12/3/2015: Project is now complete.

Facilities Master Planning:

8/06/2015: Final editing review has occurred, and the FMP has been printed and is presented to you today.

Prepared by VP Schoonmaker.

RECOMMENDATION: None.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #3: CONSENT AGENDA (for information)

g. Safety & Security Update

Director of Safety & Security Kyle Foreman provided the following information.

Report Number	Report Date	Incident Types Total Records: 9	Location
16-BC-017	02/09/16	OTHER TYPE INCIDENT (NOT CATEGORIZED)	BLDG 1200 : INTERIOR
16-BC-020	02/10/16	NON-CLERY CRIMINAL OFFENSES : [23D] LARCENY: THEFT FROM BUILDING	BLDG 3500 : INTERIOR
16-BC-021	02/17/16	NON-CLERY CRIMINAL OFFENSES : [23D] LARCENY: THEFT FROM BUILDING	BLDG 1200 : INTERIOR
16-BC-023	02/24/16	NON-CLERY CRIMINAL OFFENSES : [90C] DISORDERLY CONDUCT	BLDG 3300 : INTERIOR
16-BC-023	02/24/16	NON-CLERY CRIMINAL OFFENSES : [13C] INTIMIDATION (INCL. THREATS/ BOMB THREATS)	BLDG 3300 : INTERIOR
16-BC-027	03/02/16	NON-CLERY CRIMINAL OFFENSES : [23D] LARCENY: THEFT FROM BUILDING	BLDG 3500 : INTERIOR
16-BC-028	03/08/16	INJURY/MEDICAL EMERGENCY : EMPLOYEE ON-THE-JOB INJURY	BLDG 1400 : INTERIOR
16-BC-029	03/09/16	CLERY OFFENSES : ARRESTS AND VIOLATIONS : [35A] DRUG LAW VIOLATION : ARREST	BLDG 6000 : INTERIOR

Prepared by Director Kyle Foreman.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #3: CONSENT AGENDA (for action)

h. Human Resources

BACKGROUND:

Recruitment & Selection:

Sean Twohy and Allison Palumbo accepted the English Instructor positions. Both positions are full-time, tenure track; one position replaces Cara Stoddard and the other replaces John Carpenter. Allison and Sean will begin their full-time work in September 2016.

Richard Miller accepted the position of Information Technology Specialist 1. Richard has been a part-time employee of the college supporting the technology needs of the ATEC Building. This is a full-time, classified position replacing Terry Stenzel. Richard moved into this new position on March 16.

Landra Kosa accepted the position of Agriculture Program Coordinator. This is a full-time, administrative/exempt position funded through outside sources. Landra will begin work at BBCC on June 16.

The position of Director of Facilities & Capital Projects was posted on March 15, 2016. This is a full-time, administrative/exempt position replacing Todd Davis who resigned in February.

The position of Custodial Services Supervisor was posted on March 4, 2016. This is a full-time, administrative/exempt position replacing Valerie Mestdagh who retired in November 2015.

The position of Aircraft Mechanic/Inspector was posted on March 18, 2016. This is a full-time, civil service position replacing Isaac Ewing who resigned in February.

Garry Helvy, Carpenter, retired on February 29, 2016. Annemarie Cadle, Executive Assistant, will retire on March 31, 2016.

Screening committees are currently reviewing applications for the following positions:

- History/Political Science Instructor
- Business Information Management Instructor
- Dean of Student Services
- Registrar

Training:

Blindspot-“When Billy Broke His Head” on March 4 & March 11, 2016 at BBCC – 30 (attendees include Exempt, Faculty and Classified employees)

Leading at a Higher Level: March Session – 12 Exempt employees

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

Sarah Adams-

Assessment Teaching and Learning Retreat on February 25-26 in North Bend
WiSE Conference on February 27 in Seattle

Lora Allen-

Dave Ramsey Financial Coaching Training on February 11 and 18 at BBCC

Daneen Berry-Guerin-

Workforce Dean Leadership Training on December 9 at BBCC
VA Education Service Webinar on December 14 at BBCC
Agriculture Center of Excellence Review on December 15 at Walla Walla Community College
Workforce Dean Leadership Training Team and Project Webinar on December 18 BBCC
Othello Industry Council Meeting on January 19 in Othello
Workforce Dean Leadership Training Winter Session on February 2-3 in Olympia
Workforce Education Council on February 4-5 at Bates Technical College
Contextualized/Applied Math Project on February 9 at Walla Walla Community College
Workforce Dean Leadership Training Team and Project Webinar on February 17 at BBCC
AtD DREAM Conference on February 23-26 in Atlanta

Linda Chadwick-

Google Sheets-Basics Training Online on February 5 at BBCC
Excel 2013- Charting Training Online on February 9 at BBCC
Getting Started with Google Docs Online on February 12 at BBCC
Microsoft Windows 10 Online on February 25 at BBCC

Caren Courtright-

Student Watch Fall 2015 Webinar on February 24 at BBCC

Michael De Hoog-

Psychology of Coaching, MCAA 520 Course Online from November 16, 2015- February 5, 2016 through Concordia University Irvine

Kara Garrett-

Rural Alliance of Schools on February 21-22 in Spokane

Kim Garza-

Human Resource Management Commission (HRMC) Meeting on February 4-5 at Clover Park Technical College

Dawn Geiger-

CliftonLarsonAllen Annual Foundation Conference (Accounting/Finance/Diversity) on February 16-18 in Orlando

Bob Mohrbacher-

Building a Framework for Social Justice & Cultural Competency on February 3 at Highline College

Dialog with Derek Edwards, WA State AG's Office on February 4 at Highline College

Black History Month, Dan Johnson on February 10 at BBCC

AACC Guided Pathways Project on February 18 in Olympia

Working Students Success Network (WSSN) on February 23 in Atlanta

Achieving the Dream 2016 Conference on February 24-26 in Atlanta

Kyla Ohs-

Simulation User Network Conference on February 16 at BBCC

LeAnne Parton-

EntreLeadership (on leadership, financial principles, time management, choosing a team member, why we do what we do) Training on February 29 in Spokane

Char Rios-

BAR (Budget, Accounting and Reporting Council) on February 4-5 at Bellevue College

BAC Academy – Alternative Capital Financing Webinar on February 8 at BBCC

Linda Schoonmaker-

Advanced Interview Techniques for Auditors by Pacific Northwest License Tax and Fraud Association on January 27 in Lacey

Performance Audits: How to Achieve Your Construction Program Goals Webinar on February 2 at BBCC

BAC Capital Academy on February 8 in Olympia

Rick Sparks-

Rope Your Scope: Reining in Scope Creep Webinar on January 5

Avoid the Three Major Mistakes of Organization Wide Change Webinar on January 18

Changing Behaviors and Changing Habits – How to Apply Breakthrough 21st Century Research Webinar on February 8

Application of Methodologies for Project Success Webinar on February 16

Creating Bulletproof Business Cases for Rock-Solid Projects Online course on February 16

Keynote Address - Who's Got Talent? Webinar on February 17

Session 1: Talent Transitions: How to Handle Knowledge Transfer and Keep Your Teams Motivated When There's a Project Staffing Change Webinar on February 17

Rick Sparks cont'd-

Session 2: Why Project Management Needs a Modern Day Project Management Consultant Webinar on February 17

Session 3: Growing Your Skills and Your Brand as a Project Manager Webinar on February 18

Session 4: 5 Ways to Build the Best Project Managers on Earth! Webinar on February 18

Session 5: Sustainable Project Talent Management Webinar on February 18
Using DiSC to Facilitate the People Side of Change Mgt. Online course on February 22

Heidi Summers-

Achieving The Dream DREAM Conference and Working Student Success Network pre-conference workshop on February 23-26 in Atlanta

Diana Villafana-

Achieving the Dream Conference on February 23-26 in Atlanta

Winter 2016 Multicultural Student Services Directors Meeting on February 17-19 in Yakima

Tyler Wallace-

Leadership Training for Workforce Deans on February 2-3 at Bates Technical College

Financial Coaching Training and Webinar on February 11 and 18 at BBCC

Zach Welhouse-

CPR Training on February 5 at BBCC

Quality Matters Webinar on February 9 at BBCC

ProctorTrack Proctoring Software Demonstration Webinar on February 11 at BBCC

Tom Willingham-

The Rise of Competency-Based Education Webinar on February 25 at BBCC

PERSONNEL REPORT January 1, 2016 - March 31, 2016

EMPLOYEE SEPARATIONS 1/1/16 -3/31/16			
SEPARATION DATE	NAME	POSITION	SEPARATION REASON
2/23/2016	Todd Davis	Director of Facilities and Operations	Resigned
2/26/2016	Isaac Ewing	Aircraft Mechanic	Resigned
2/29/2016	Garry Helvy	Carpenter	Retired
3/31/2016	Annemarie Cadle	Executive Assistant to the Vice President for Financial and Administrative Services	Retired
NEW HIRES/PROMOTIONS/TRANSFERS 1/1/16 - 3/31/16			
START DATE	NAME	POSITION	REPLACING
1/1/2016	Enedelia Nicholson	Coordinator of Student Recruitment & Outreach	Rita Ramirez
1/4/2016	Laura Goodall	Program Assistant	New NOA UAS grant position
1/7/2016	David Johnson	Custodian 1	Rick Tincani
1/7/2016	Elizabeth Johnson	Custodian 1	Linda White
3/16/2016	Rafael Villalobos, Jr.	Director NOA UAS Program Academic Advising	New NOA UAS grant position (this is a promotion for Rafael)
3/16/2016	Richard Miller	Information Technology Specialist 1	Terry Stenzel
6/16/2016	Landra Kosa	Agriculture Education Coordinator/Instructor	New outside source funded position
9/12/2016	Allison Palumbo	English Instructor Tenure-Track	Cara Stoddard
9/12/2016	Sean Twohy	English Instructor Tenure-Track	John Carpenter (Sean is currently on a one year contract)
SEARCHES IN PROCESS			
POSITION	STATUS		REPLACING
History/Political Science Instructor	First review 3/11/16		New position
Director of Facilities and Capital Projects	First review 4/8/16		Todd Davis
Custodial Services Supervisor	First review 4/1/16		Valerie Mestdagh
Registrar	First review 3/4/16		Candy Lacher
Dean of Student Services	First review 2/26/16		Candy Lacher
Aircraft Mechanic/Inspector	Closes 4/1/16		Isaac Ewing
Business Information Management (BIM)/Business Instructor	First review 2/8/16		Daneen Berry-Guerin
Flight Instructor (2)	Open until filled		Joe MacDougall/Greg Crane
Nursing Instructor non-tenure track	Open until filled		Amber Bravo
Library Consortium Services Manager	Open until filled		New position for WACTCLC
WINTER PART-TIME FACULTY: 106			
WINTER PART-TIME HOURLY: 76			
3/24/2016			

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #3: CONSENT AGENDA (for action)

i. Classified Staff Report

BACKGROUND:

The STAR Committee received information regarding the dates for this year's Staff Training for Technical and Community Colleges (STTACC) annual conference. Lake Washington Institute of Technology will be hosting the conference on August 11-12, 2016. The conference's title this year is "Mission: Possible." STTACC's Mission Statement "STTACC supports innovation, training and leadership by providing resources and connections to our classified staff members throughout Washington State" aligns with the BBCC's STAR Committee's goals to support the personal and professional development of all classified staff.

Barbara Collins, Classified Staff Co-Representative, is BBCC's STTACC contact. Every year, a team of classified staff attends the STTACC Conference. STTACC leadership opportunities are available as a Board member, and nominations will be accepted for the STTACC Exemplary Staff award. Barbara will be sending information via email to all of BBCC's classified staff when details are finalized.

Terry Kinzel, Director of Title V Grants, presented two sessions of Gentle Yoga/ Meditation and Wellness training for classified staff on March 10. Terry's training included gentle yoga stretching, meditation, and information on overall wellness and positivity. The focus of the training was to provide classified staff with tools on how to have more mobility, strengthen muscles, and focus breathing to support less fatigue and stress in your daily life at home and at work. We thank Terry for supporting classified staff by taking time out of her very busy work schedule to share this important information with us.

Our next scheduled training sessions will be on April 14 with Dr. Terry Leas, BBCC President. Dr. Leas will be holding his annual Local and Global Issues sessions with classified staff. We are looking forward to spending time with Dr. Leas.

The STAR Committee's next meeting will be held on March 31. We will plan our spring quarter events and discuss our next community service project.

Since February, a number of individual classified staff completed **Training Opportunities** for professional or personal development through online webinars or by attending statewide conferences.

Classified Staff Training (February 2016-March 2016)

Training	Date(s)	Participants	Employee(s)	Location
Network & Security Foundations	Nov-Dec 2015	1	Brandy Searcy	WGU Online
Dealing with Difficult Customers	January 15	1	Taisa Timofeyev	BBCC Online

Training (cont'd)	Date(s)	Participants	Employee(s)	Location
Research & Planning Commission, Winter Mtg.	February 4-5	1	Starr Bernhardt	Shoreline CC
CPR and First Aid Basic and/or Recertification	February 5	25	Kathy Aldrich, John Anderson, Heidi Bratsch, Tina Bessett, David Bomstad, Sergio Cervantes, Todd, Cesario, Teresa Curran-Sweeney, Isaac Ewing, Randy Fish, Dave Frueh, Julia Gamboa, Laura Goodall, Gene Hanover, Garry Helvy, David Johnson, Lisa Johnson, Rick Jones, Jim Meyers, Tom Munyan, Jeff Robnett, Joe Russell, Nancy Theis, Jim Tincher, Angel Uresti	BBCC Campus
Camtasia Tutorial	February 10	1	Laura Goodall	BBCC Webinar
PPMS Winter Meeting	February 11	1	Amber Jacobs	BBCC Campus Illuminate
Multicultural Development Team	February 11	1	Laura Goodall	BBCC Campus
Pesticide License Recertification	February 14	2	Randy Fish, Jim Tincher	BBCC Campus
Dealing with Difficult Customers	February 15	1	Taisa Timofeyev	BBCC Webinar
SEVIS Update for International Student Reporting	February 18	1	Ruth Coffin	BBCC Campus
Safe Zone Training/ LGBTQIA++	February 19	2	Heidi Bratsch, Debbie Simpson	BBCC Campus
WA State Procurement Ethics	February 23	1	Jennifer Starr	BBCC Webinar
2016 DREAM Annual Institute	February 24-26	2	Starr Bernhardt, Laura Goodall	Atlanta GA
Blind Spot Series #4 Diversity/Disabilities When Billy Broke His Head	March 4 and March 11	10	Robin Arriaga, Starr Bernhardt, Hope Candanoza, Barbara Collins, Karen Girone, Laura Goodall, Amber Jacobs, Karen Okerlund, Taisa Timofeyev, Alicia Wallace	BBCC Campus
Gentle Yoga/Meditation and Wellness	March 10	10	Robin Arriaga, Starr Bernhardt, Hope Candanoza, Barbara Collins, Laura Goodall, Amber Jacobs, Karen Okerlund, Debbie Simpson, Esther Valdez, Tracey Weiser	BBCC Campus

Prepared by Robin Arriaga and Barbara Collins.

RECOMMENDATIONS:

None

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #3: CONSENT AGENDA (for information)

j. Enrollment Report

BACKGROUND:

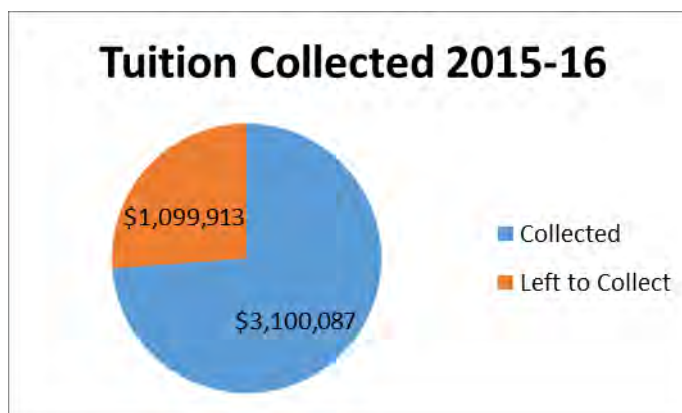
The Winter Quarter 2016 final enrollment report and the two-year FTE report as of March 26th are included for your review. Winter quarter state-funded FTE day was up 59.1 (3%) from 2015. Total headcount was up 282 (11.2%) compared to Winter Quarter 2015. The Center for Business and Industry increased headcount from 24 in 2015 to 242 this winter. There was also another substantial increase in the number of Running Start students (up 21.9%).

Our twelve international students come from five countries: Brazil (1), Canada (3), Japan (6), Korea (1) and the United Kingdom (1). Four are enrolled in the Commercial Pilot program, and the three from Canada are members of the BBCC baseball team.

The tuition amount budgeted for 2015-2016 is \$4,200,000. As of February 29, 2016, we have collected \$3,100,087 or 73.8% of the budgeted amount. As of February 28, 2015, we had collected \$3,129,239 or 71.1%.

TUITION COLLECTION REPORT

	<u>2015-16</u>	<u>2014-15</u>
Annual Budget	\$ 4,200,000	\$ 4,400,000
Total Collections as of February 29	\$ 3,100,087	\$ 3,129,239
As a % of annual budget	73.8%	71.1%
Left to collect to meet budget target	\$ 1,099,913	\$ 1,270,761



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

WINTER FINAL ENROLLMENT REPORT						
HEADCOUNTS						
	WINTER	Percent	WINTER	WINTER	WINTER	WINTER
	<u>2016</u>	<u>Change</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
ETHNIC ORIGIN						
Amer. Indian/Alaska Ntv	27	3.8%	26	33	27	38
Asian/Pacific Islander	55	44.7%	38	47	36	25
African American	36	-9.0%	40	34	33	44
Hispanic	980	5.7%	927	893	939	963
White	1,382	9.6%	1,261	1,372	1,269	1,243
Other/Unknown	327	40.3%	233	149	139	153
SEX						
Female	1,450	10.2%	1,316	1,312	1,353	1,397
Male	1,350	12.1%	1,204	1,211	1,083	1,051
Not Coded	7	40.0%	5	5	7	18
STUDENT STATUS						
Full-time (12 or more crs)	1,454	2.8%	1,415	1,468	1,443	1,518
Part-time (less than 12 crs)	1,353	21.9%	1,110	1,060	1,000	948
Percent full-time	51.8	-4.2%	56.0	58.1	59.0	62.4
BY TIME/LOCATION						
On-Campus Day	1,997	1.8%	1,962	1,886	1,866	1,952
On-Campus Evening	199	5.9%	188	130	167	132
Off-Campus Day	373	145.4%	152	318	155	193
Off-Campus Evening	238	6.7%	223	194	255	189
TOTAL HEADCOUNT						
	2,807	11.2%	2,525	2,528	2,443	2,466
Running Start	361	21.9%	296	213	170	170
International	12	33.3%	9	7	2	4
FTES						
	WINTER	Percent	WINTER	WINTER	WINTER	WINTER
	<u>2016</u>	<u>Change</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
STATE FUNDED						
ABE/ESL	242.3	26.5%	191.5	172.1	221.9	199.5
Academic	917.7	5.0%	874.4	921.3	908.1	973.4
Occupational	508.9	-8.2%	554.0	589.8	592.9	585.2
TOTAL STATE FTES						
	1669.0	3.0%	1619.9	1683.2	1723.0	1758.1
OTHER FTES						
Community Service	2.1	-16.0%	2.5	2.9	3.5	9.8
Contract Funded	38.5	253.2%	10.9	3.5	8.5	6.5
Running Start	341.8	24.4%	274.7	202.3	159.1	151.1
Other (Employ., Sr. Cit.)	15.0	11.9%	13.4	17.2	11.3	13.7
GRAND TOTAL FTES						
	2,066.4	7.5%	1,921.4	1,909.1	1,905.4	1,939.2

F.T.E. REPORT			
2014-2016 as of 3/26/16			
		QTRLY	ANNUAL
		<u>FTEs</u>	<u>FTEs</u>
1st year (14-15)			
SUMMER		314.0	104.7
FALL		1591.1	530.4
WINTER		1619.9	540.0
SPRING		1496.1	498.7
2nd year (15-16)			
SUMMER		360.8	120.3
FALL		1640.4	546.8
WINTER		1669.0	556.3
SPRING		1387.2	462.4
TOTAL		<u>10078.5</u>	<u>3359.5</u>
1st year annual FTE Target		5181	1727
2nd year annual FTE Target		5175	1725
SBCTC 2-year rolling enrollment count			
Past year + current year actual FTE			3359.5
Past year + current year allocation			3452.0
% of allocation target attained to date			97.3%
Add'l FTEs to meet minimum 96%		-136.7	-45.6
Add'l FTEs to meet target 100%		277.5	92.5
FTEs over funding level - 1st year		-159.9	-53.3
FTEs over funding level - 2nd year		-117.6	-39.2

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #5: Exceptional Faculty Award Recommendation (for action)

BACKGROUND:

During the March 3 Board of Trustees meeting, the trustees approved Exceptional Faculty Awards. Instructors Kathleen Duvall and Lindsay Groce and Counselor MariAnne Zavala-Lopez will present their reports to the board as follows:

Biology Instructor Kathleen Duvall attended the 2016 Innovations Conference in Chicago, IL. She also received an Excellence Award at the conference.

Counselor MariAnne Zavala-Lopez attended the Achieving the Dream Conference in Atlanta, GA.

Chemistry Instructor Lindsay Groce attended the Achieving the Dream Conference in Atlanta, GA.

Prepared by the President's Office.

RECOMMENDATION:

None.

Kathleen Duvall
Innovations 2016 Conference

Innovations 2016 was held March 20-23, 2016 in Chicago, Illinois. Attending this conference was a wonderful experience. Hundreds of sessions were planned and presented; interesting keynote speakers highlighted our days, and exhibit hall gatherings offered opportunities to meet and socialize with other attendees. Jenny Nighswonger, Andrea Elliott, and Rafael Villalobos also attended.

Arriving on Sunday after a long day of travel allowed time for wandering the exhibit hall that evening. Conference sessions started each day at 8:00A, and with so many sessions offered at once, wise choice and coordinating with Jenny, Andrea, and Rafael, allowed us to hear many different sessions. Several sessions that I attended were: *Go Live: Simplifying Live Streaming on a Community College Campus*, *CCBC Pathways High-Impact Activities: Lessons Learned*, *Building Success Pathways Together: Breaking Down Silos*, *Interdisciplinary Team Teaching Through Common Themes*, *Building a Foundation of Academic Integrity With First-Year Students*, *Practices of Promise: Building a Better Faculty*, and *Understanding Retention From the Community College Students' Perspective*.

I gathered many new ideas to think about and incorporate in my classes and involvement at Big Bend. Further, I found that many of the innovations presented are already in practice here. I have appreciated the support that Big Bend Community College has given me to explore new approaches. While at the Innovations 2016 Conference, I received a Faculty Excellence Award, a recognition given as a result of nomination by Big Bend Community College. I am very thankful and humbled by this recognition – thankful to be noticed for my work here at Big Bend and humbled to work even harder to make a meaningful difference in the lives of our students.

I would like to thank the Board of Trustees for the Exceptional Faculty Awards funds and program that made attendance at Innovations 2016 possible for me.

Lindsay Groce, Chemistry Instructor

Achieve the Dream: Dream Conference 2016

Atlanta, GA February 23 - 26

The Dream Conference is an annual conference hosted by the Achieve the Dream organization. Achieve the Dream is a national organization that helps colleges identify and break down barriers to student success. The number of possible presentation options to attend was overwhelming, so I had to pick and choose based on my interests and the way they would dovetail with the presentations that the other Big Bend attendees chose (there were 13 of us total). I focused most of the conference on presentations regarding changes and improvements that have shown measureable results in developmental (pre-college) math. I felt that this fit with my role on the Data Team Committee because we have spent a great deal of time researching placement into pre-college courses and how developmental math and English delay, and sometimes hinder, student success. It also fit with my field as an instructor because one of the challenges I face in the sciences is students coming in with low math skills, which hampers their success in a fairly math-heavy discipline. One of the sessions I attended was done by a group from Spokane Falls Community College and it was nice to network with a local group that is further along in the Achieve the Dream process, hear how it worked on their campus, and what they learned along the way. Better understandings of the math skills that students are coming in with, the remediation they get here on campus, and my role in helping to improve these processes are all beneficial for my current students as well as those coming through the program as adjustments and transitions are made.

Apart from the conference itself, I had never been to Atlanta and there were Big Bend attendees that I had not spent much time with, so it was a great opportunity to network with my colleagues and get to see the sites when we were not in sessions. A group of us went to the Martin Luther King, Jr. National heritage site and got to see the house where he grew up as well as the original Ebenezer Church where his father was the preacher. It was a very moving experience, especially while attending a conference whose focus was breaking down the barriers of social and racial inequity in our schools. This was my first time in the South for any length of time and I walked away understanding more about "Southern hospitality", something I have always heard about but never experienced firsthand. The people there were incredibly friendly and it was a pleasure to just wander around and talk with folks who were working at the hotel, restaurants, and tourist activities. It was nice to be able to blend a long day of conference presentations with some fun and networking in the evenings. I am very pleased I had the opportunity to attend this conference and it was in no small part because of the Exceptional Faculty Award. Thank you for this experience.

MariaAnita Zavala-Lopez

Achieving the Dream's Annual Institute on Student Success
February 23 – 26, 2016

Achieving the Dream has four identified areas of purpose: *to reflect on and share lessons from experience with Achieving the Dream, to deepen understanding about ways to increase student success, to increase capacity for data analysis, program evaluation, and student-centered data-informed decision making and, to continue to build the community of learners in Achieving the Dream.*

Achieving the Dream also emphasizes the following seven themes as areas of major focus: *Leadership & Vision, Data & Technology, Equity, Teaching & Learning, Engagement & Communication, Strategy & Planning and Policies & Practices.*

As a participant of this conference I enjoyed learning information and strategies that I can implement in my day- to- day work with students. On a larger scale it was important to learn how I can serve on the ATD core team in a meaningful and effective manner, providing valuable insight regarding student success initiatives. Using the seven themes as a framework for this report, I will share some of the “take aways” from various sessions.

Leadership & Vision

Transforming Advising: Lessons from IPAS

This session presented information regarding the need for reforming advising. Using a transformative change framework (structural change, process change and attitudinal change) students are assigned a coach and case management of services. Student support strategies are an institutional priority. Student success is a shared responsibility.

Equity

No Greater Odds

During the conference there was an opportunity to view the documentary *No Greater Odds*. While throughout the conference there were opportunities to align conference material to equity and inclusion, viewing this film and listening to the voices of students, who are excelling, succeeding and reaching their educational aspirations through their engagement in the community college experience, reminded me of the great privilege we all have in making a difference in the lives of students. The students in the documentary, and in the live dialogue after the viewing, shared several examples of how instrumental faculty and staff are in supporting students academically.

Teaching & Learning

Faculty Leadership and Renewal

This session focused on the importance of being more intentional about creating faculty leaders. Systemically, we should consider how we offer support to faculty. Student success begins in the classroom. It is important to reach out to faculty who are doing great things. How do we mentor faculty for leadership roles?

Engagement & Communication and Policies & Practices

El Paso Community College's Formula for Student Success: Broad Engagement + Leadership + Focus

El Paso Community College shared their continued effort in refining student success initiatives. This process is one that requires dialogue and conversation campus-wide. The combination of data, strategies and broad engagement at all levels is what has made the difference. The College uses local community data as a benchmark for college success. The college has developed strong communications with local high schools. Major focus of student success strategies is the emphasis to decrease time to degree. Student Success Leadership includes involvement from various committees and teams for example, Development of Student Success Core Team, Faculty Data and Research Team, Start Right Steering Committee, Presidents Cabinet, and ESL Council, among others. Campus wide professional development is essential. El Paso Community College holds both a Data Summit and a Student Success Summit.

Strategy & Planning and Data & Technology

Smart Start Finish Strong

St. Petersburg College demonstrated their approach to using Guided Pathways as a strategy to increase graduation rates. Their Smart Start Finish Strong program begins with changing campus culture. The college began with realizing that many students who place in remedial courses do not make it to degree completion. Some of the strategies used are: out of classroom support, implementing a *My Learning Plan* for students, focusing on the development of advising and career services, designing a New Student Orientation Program and implementing an Early Alert Program. Professional development is available for all employees through weekly webinars. Smart Start is a 4 week orientation taught by advisors. It is mandatory and is a zero credit course. Smart Start is also available online.

Academic Advising That Accelerates Student Completion: Lessons Learned From Two Completion By Design Colleges

Davidson County Community College and Guilford Technical Community Colleges are both Completion by Design colleges that have adopted unique advising approaches. Some of the strategies used in the development of this new approach included: treating the initial intake, when a student arrives on campus, as the “on ramp” for academic success and understanding that clear road maps lead to an end goal. It is important to plan for technology tools/support, provide professional development/ training campus-wide, and be proactive and intentional in strategies that are developed.

Respectfully submitted,

MariaAnita Zavala-Lopez
Faculty Counselor
March 25, 2016

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #6: Guided Pathways (for action)

BACKGROUND:

At the Board of Trustees meeting on April 7, 2016, the Board received a presentation outlining the Guided Pathways approach and how it might increase student success. We understand that this initiative will involve substantial work and resources on behalf of the college. We further understand that this initiative will involve implementation of the following elements:

- Declaration of Meta-Majors for students, early in their college career
- Program & Degree Maps to help students visualize their pathways
- Default and Predictable Schedules to make it easier for students to plan their education
- Enhanced Intake and Advising Practices to keep students on track
- Elimination of or Acceleration for remedial coursework
- Implementation of Multiple Math Pathways.

We recognize that this initiative will affect the entire college and all degree-seeking students. The work to implement this approach to educational pathways will take several years; however, we believe that the work involved will result in increased student success and completion.

Prepared by VP Bob Mohrbacher.

RECOMMENDATION:

President Leas and VP Mohrbacher recommend the board affirm the college's commitment to the implementation of Guided Pathways in order to increase student success and completion and to help students see more clearly how to navigate their path to earning a postsecondary credential.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #7: President's Evaluation (information/action)

BACKGROUND:

During the January and March 2016 Board meetings, the Trustees discussed presidential evaluation practices at other community and technical colleges. During the March 3, 2016, board the trustees set a study session for earlier this morning to review and discuss the president's evaluation process.

The trustees may take action during this regular meeting.

Prepared by Vice President Kim Garza.

RECOMMENDATION:

President Leas and Vice President Garza recommend that the trustees clarify what information they desire from the president's evaluation process and if they wish to amend the evaluation process.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #8: Sabbatical Report (for information)

BACKGROUND:

A two-quarter sabbatical was approved for Art Instructor Rie Palkovic by the board at their March 5, 2015 board meeting. Instructor Palkovic will present an oral report at the board meeting. Her written report is below.

Fall and Winter quarters afforded me the time to work on two major shows. Creativity requires time to think, time to ruminate, time to reflect, and time to put it all together. The sabbatical was a gift of time to me for which I am very grateful. The "Casting Indra's Net" exhibition was a big success with record attendance and record sales on an opening night. The response from the community was amazing! Even more than that, "Indra's Net" allowed me to work with five of my artist friends to put into physical form the connections that "Indra's Net" represents. It was a great challenge to produce a variety of paintings and drawings. I have also gotten a good start on the next show which will be in Las Cruces, New Mexico in August (Yikes!). I am trying some new variations on old themes and introducing some new skills I have learned. Many thanks to the Board of Trustees, President Leas, and the college for allowing me this time to think, to ruminate, to reflect, and put it all together. I feel rejuvenated and inspired to share with my students all that I can.

Prepared by Art Instructor Rie Palkovic.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #9: Transforming Lives Award Budget (information/action)

BACKGROUND:

There were two Transforming Lives recognition events held in 2015; February 25, 2015 (2014) and December 9, 2015 (2015). The committee chose to hold the event in December of 2016 to accommodate local legislators.

February 25, Expenses:

Cost per student (meals, posters, scholarship) \$169

Seven nominees received \$100 each	\$ 700
Posters/frames (\$30)	205
Speaker Stipend	50
Dinners	416
Travel to Pick up Posters	<u>92</u>
Total	\$1,463

December 9, Expenses:

Cost per student (meals, posters, scholarship) \$170

Eleven nominees received \$100 each	\$1,100
Posters/Frames (\$25)	278
Dinners	<u>690</u>
Total	\$2,068

Prepared by the President's Office.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #10: ACT Award Nominations (information/action)

BACKGROUND:

The trustees will review nomination materials for the following nominees:

VP Kim Garza - The ***Equity Award*** recognizes exemplary commitment to achieve equity in the development, administration and delivery of educational programs and services in the community and technical college system.

Weinstein Beverage Co. - The ***Partner of the Year Award*** recognizes a business, company, agency, organization or elected official for donating time and/or resources in support of the community and technical college mission.

Biology Instructor Barbara Jacobs - The ***Faculty Member Award*** recognizes an individual who has demonstrated excellence in teaching in the community and technical college system.

Associate VP of Student Services Candy Lacher - The ***Professional Staff Member Award*** recognizes an individual who provides exemplary service in the community and technical college system.

Prepared by the President's Office.

RECOMMENDATION:

President Leas recommends the trustees authorize the nominations listed above.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #11: Board Policy (for action)

BACKGROUND:

Revised Board Policy BP 1005 is presented for action. The changes authorize recognition of Classified Staff employees.

RECOMMENDATION:

President Leas recommends the Board approve revised Board Policy BP 1005 as presented.

Big Bend Community College seeks to honor distinguished faculty, administrators, and trustees who gave highly meritorious service, in recognition of their scholarly and professional contributions before retirement from the college.

Emeritus status is the highest accolade bestowed on an individual who has retired from BBCC. It is given to honor an individual who has demonstrated exceptional commitment and contributions to BBCC in his or her roles within the institution, exemplifying the highest standards of personal and professional integrity, civic responsibility, vision, and leadership.

The Board of Trustees may confirm this honor according to the process outlined in AP 1005, Emeritus Status.

Big Bend Community College seeks to honor distinguished faculty, administrators, employees, and trustees who gave highly meritorious service, in recognition of their scholarly and professional contributions before retirement from the college.

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The Board of Trustees may confirm this honor according to the process outlined in AP 1005 Emeritus Status and AP 1006.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #12: 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 measure definitively what is accomplished throughout the year for its next self-evaluation review.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #13: Regularly Scheduled Board Meeting Date (information)

BACKGROUND:

The next regular board meeting is scheduled for Thursday, May 26, at 1:30 p.m.

Prepared by the President's Office.

RECOMMENDATION:

President Leas recommends the Board of Trustees confirm the schedule for its next board meeting.

BIG BEND COMMUNITY COLLEGE

Date: 4/07/16

ITEM #14: Miscellaneous (information)

BACKGROUND:

Ms. Ferrell-Crowley, the Central Washington Director for Senator Patty Murray, arranged a meeting between President Leas and Ms. Josephine Eckert, Senator Murray's lead FAA person on March 31. They discussed the New Opportunities in Aviation program including access, career path and the transformative potential of the program.

President Leas, Board Chair Stephen McFadden, and Dean of WorkForce Education Daneen Berry-Guerin will meet with Representative Tom Dent and Senator Judy Warnick and CWU representatives regarding the aviation program April 11.

The ACT Conference is scheduled in Bellevue May 12-13. Topics for the conference include safety, policy, and governance. Trustees should RSVP with Melinda as soon as possible.

Prepared by the President's Office.

RECOMMENDATION:

None.