

**BOARD OF TRUSTEES
BIG BEND COMMUNITY COLLEGE
MOSES LAKE, WASHINGTON
May 1, 2025 – Masto A/B Conference Room**

A regular meeting of the Board of Trustees of Big Bend Community College was held on Thursday, May 1, 2025, at 1:30 p.m. in the Hardin Community Room at Big Bend Community College, 7662 Chanute Street NE, Moses Lake, Washington. Amy Parris, Chair, presided.

1. Call to Order. Chair Amy Parris called the meeting to order at 1:32 p.m.

a. Roll Call. Board of Trustees Present: Amy Parris, Chair, Rosendo Alvarado, Gary Chandler, and Anna Franz. Members of the Big Bend Community College community and guests were present.

b. Public Comment. There were no public comments.

2. Mission Moments

a. M.E.Ch.A. Club. This club has been active at the college for several years and was revitalized in February 2024 bringing renewed energy and focus, and with strong leadership and support, the group reestablished its presence and began actively engaging students once again. The current student leadership team includes Selyla Gonzalez Hueso as President, Ashleigh Alcala as Vice President, Erika Vargas Sanchez as Secretary for fall and winter quarters, Angel Montalvo as Treasurer, Jaylin Rodriguez as Programming Coordinator, and Marina Sanchez as Public Relations representative. Advisors include Counselors Jaime Garza and MariAnne Zavala-Lopez.

M.E.Ch.A. has promoted student participation and campus engagement through weekly meetings, cultural trips, and guest speaker events. Cultural trips have helped deepen students' understanding and appreciation of heritage, while guest speakers, including Alejandra Campoverdi in the fall and Jessica Hoppe in the spring, bring inspiring messages to the broader campus community. Community engagement events further strengthened the sense of connection and cultural pride. A Día de los Muertos altar was set up in the cafeteria as a way to honor tradition and celebrate heritage. Members also participated in leadership-building activities, such as the UW focus group discussions and a Spanish-language health and well-being platform. Additionally, the group hosted an Endeavor Middle School leadership conference themed around *Encanto*, providing an opportunity to connect with young students and encourage future college pathways. Participation in the Students of Color Conference in Auburn, WA, supported by ASB, broadened members' perspectives and leadership skills. Students were selected through an essay and interview process and returned with new ideas and enthusiasm for supporting inclusive communities on campus. The group has remained committed to social justice and student support, continuing to advocate for inclusion and equity through campus involvement. Appreciation was expressed for the opportunity to maintain a M.E.Ch.A. presence at Big Bend, with hopes that future students will carry the momentum forward. Last year also marked the first annual celebration recognizing Big Bend's role as a Hispanic-Serving Institution (HSI). The second annual HSI celebration is scheduled for May 8.

b. New Staff Welcome and Introductions. Ninfa Rodriguez, Outreach Coordinator in Outreach & Recruitment was introduced by Yessy Gonzalez, TRiO EOC & Outreach Director, and welcomed by the Board of Trustees.

3. Consent Agenda

- a. Meeting Minutes March 20, 2025
- b. Student Success and Accreditation
- c. Assessment
- d. Finance and Administration
- e. Human Resources and Labor
- f. Foundation

Trustee Anna Franz moved to approve the consent agenda. Trustee Gary Chandler seconded, and the motion passed.

4. Reports and Updates

a. Faculty Update. Dr. Tyler Wallace, Faculty Association President, shared updates from Aaron Mahoney, Agriculture Instructor who achieved tenure in March, highlighting recent class activities. The Food Sustainability class explored bioplastics as an alternative to traditional plastics, observing their decomposition rates in soil tests, noting that standard plastics showed no signs of degradation. In addition, the Pest Management class initiated trials comparing herbicide effectiveness, testing both selective and non-selective varieties. Photos of students conducting these experiments were shared. In Art Instructor Nathan Ulmer's Art History course, student projects were highlighted such as primitive photosensitive processes and animal sculptures created from clay. Images of student artwork from the class were also shown. For Philosophy Instructor Dennis Knepp, it was noted that Dollie Boyd from the Moses Lake Museum Art Center visited the PHIL 101 class to present on historical optical illusions, such as kaleidoscopes, exploring how humans can be deceived. The presentation emphasized that personal experiences of the world differ significantly due to individual backgrounds and sensory interpretations. It was reported that English Instructor Sean Twohy and film class students celebrated their final class session by renting out a local theater, enjoying pizza, and watching movies together, making for an enjoyable conclusion to their studies. Reporting for Patricia Jones, English Instructor, the release of the latest edition of the Creative Arts Literary Magazine (CALM) was shared, continuing a Big Bend tradition from years past. Copies were provided to the Board of Trustees. Additionally, Patricia has collaborated with the welding department, highlighting the value of interdisciplinary connections across campus.

Probationer Jada Addink, Math Instructor, introduced the "Point of Confusion" worksheet, a weekly classroom activity adapted from AVID training. She explained how students use the worksheet collaboratively each week to address and resolve challenging topics. Examples were provided, along with student feedback on the effectiveness of this approach. Although new to Big Bend, Jada brings experience from teaching High School in the Classroom for the past six years.

Probationer Sam Shuman, Physics Instructor, presented highlights from the Astronomy 100 class. At the end of each term, students independently research topics for their final projects, which they present at a symposium held in June. Sam shared examples of student posters from previous sessions, covering historical and theoretical aspects of astronomy, such as NASA's Mars rovers, the Moon landing, planetary ring formation, and factors influencing planetary habitability. Additional examples included student work on phenomena like auroras and their connection to 1P/Halley's Comet. Sam noted strong student engagement and collaboration throughout these projects.

b. ASB Update. ASB Vice President Selyla Gonzalez Hesso reported on the second annual Hispanic-Serving Institution event scheduled on Thursday, May 8, from 11:00 a.m. to 3:00 p.m., on the lawn adjacent to the STEM building. This year's theme, "From Your Roots," symbolizes the idea that everyone originates from a seed and grows through education, recognizing how past generations have opened doors for Hispanic communities and emphasizing continued opportunities for future generations. Numerous community partners, including Latino-owned businesses, service providers, and nonprofit organizations, will participate in the event.

ASB President Devry Lausch continued the ASB Update sharing events that have occurred this quarter to include an April 8 pep rally during Spirit Week. Spokane poet, Mery Smith, was brought to campus for alcohol awareness month and poetry month. She shared her story of sobriety and poetry and took the audience through a number of writing prompts. ASB movie night at Fairchild Cinemas was held on April 17 with over 80 attendees. A self-defense seminar for sexual assault awareness month was held on April 23, and an ASB picnic-music event was held April 30, catered by the Viking Eatery. The Board of Trustees and meeting attendees were invited to join the ASB at the Mic Drop Talent Show occurring that

evening, May 1 at 6:00 p.m. in the Wallenstein Theater. Student Recognition Night is scheduled for May 6 and a Mental Health Fair is scheduled for May 15.

c. President's Report.

i. Enrollment Update. Enrollment is increasing across all categories, demonstrating a steady recovery following lower numbers experienced during the COVID-19 period. The college is on track with state enrollment targets tied to full-time equivalent (FTE) funding allocations. Enrollment fluctuations typically do not immediately affect state funding but can directly impact tuition revenue and Running Start programs if changes are significant. Preliminary spring enrollment figures indicate continued growth, although final numbers are still pending.

ii. Operating Budget, Revenue, Expense Report. The current financial data presented shows actual revenues of \$19,074,315 and expenses of \$19,197,882 YTD as of 3/31/25. When comparing the expenses and known encumbrances of \$25,694,858 to the budgeted revenue of \$25,701,375, it is projected that revenue will be slightly higher than expenses by 0.03% at year end. Previously, there was concern about the use of reserves to balance the budget, but at the March meeting, the Board of Trustees provided direction to avoid using reserves to do so. Efforts for a near-zero balance by June 30 without accessing any reserves will continue.

iii. Legislative Report. The state's budget forecast continues to predict a challenging financial outlook. Both legislative chambers passed the state budget as of April 27, 2025, which is now awaiting the governor's signature. Looking ahead, there will be a reduction in state allocation, requiring an estimated minimum \$220,000 in budget adjustments for the upcoming fiscal year. Although the legislature is not mandating the return of funds for the 2024-25 period, the starting allocation will still be lower compared to the previous biennium. It was noted that while the governor has expressed support for the overall budget, certain sections may be vetoed. While a veto of the specific give-back amount (\$357,414) is theoretically possible, it seems unlikely. Additionally, the legislature is moving away from earmarked provisos and are now including these funds in the base allocation, allowing colleges greater flexibility in managing the funds.

An update was provided on capital projects. The quad renovation project is progressing well, with completion expected in June. Clarification was offered regarding funding for this project, noting that state capital project funds are allocated separately from the operating budget and cannot be redirected to operational expenses. This distinction explains why the quad project continues despite current financial uncertainties. Additional updates included the full use of classrooms in Building 1600, ADA-compliant bathroom renovations in Building 1500, and tree replacements around campus. An update was provided on the greenhouse project, located behind the WEC building. The foundation has been poured and framing and paneling are complete. Final wiring work is currently underway, after which the greenhouse will be ready for use. Additionally, welding students are constructing raised garden beds as part of the project.

5. Business

a. ACT Awards Recipients. Starr Bernhardt, Director of Enrollment/Registrar, was awarded the Professional Staff Member Award and Big Bend Community College was awarded the Equity Award. A special awards ceremony honoring the awardees will be held on May 22, 2025, at the ACT Spring Convention in Spokane. Twelve representatives from Big Bend Community College will be in attendance. All nominees will also be submitted to ACCT for national recognition at the ACCT Leadership Congress.

b. Board Policies for DEI Review. A first reading of the following Board Policies was conducted as part of ongoing efforts to align the policies with diversity, equity, and inclusion principles.

4200 - Communications/Grievance Procedure for Classified & Exempt Staff, 4/24/1989

4500 - Salary Determination Policy for Non-Represented Classified Employees, 11/22/2005

4602 - Unused Sick Leave Compensation, 4/9/2015

5400 - Vocational Instructor Employment & Certification, 12/23/1991

5500 - Faculty Professional Leaves, 12/28/2001

It was determined that there were no revisions needed for these five policies, and they will reflect a May 1, 2025, review date.

c. Board Policy 3015 Administrative/Exempt Staff Performance Evaluations Revision. A first reading of BP 3015 occurred, highlighting proposed revisions that emphasize aligning performance evaluations with the college's mission, vision, values, and strategic priorities. The language referencing protected categories has been removed, and non-discrimination is addressed in Board Policy 6115 Equal Employment, Non-Discrimination, and Anti-Harassment. Final approval is scheduled to be considered at the next meeting of the Board.

d. Board Policy 6300 Athletics Revision. Board Policy 6300 Athletics was presented for review and first reading by the Board of Trustees at the regularly scheduled meeting on March 20, 2025. The purpose of the revision to this policy is to broaden the language to encompass all governing athletic organizations rather than specifically referencing NWAC requirements. This revision ensures the policy remains flexible and applicable if additional or alternative athletic organizations oversee participation in Big Bend Community College's sports programs.

Motion 25-23 Trustee Gary Chandler moved to approve the proposed revisions to Board Policy 6300 titled, "Athletics." Trustee Anna Franz seconded, and the motion passed.

e. Board Policy 6400 Honorary Degrees Revision. Board Policy 6400 Honorary Degrees was presented for review and first reading by the Board of Trustees at the regularly scheduled meeting on March 20, 2025. The proposed policy revision updates the Board Policy on awarding honorary degrees to align with RCW 28B.50.140 (12) and expands the types of honorary degrees that may be granted. The revision includes the ability to award honorary Bachelor of Applied Science degrees, in addition to honorary Associate of Arts degrees, allowing for broader recognition of individuals who have demonstrated exceptional learning or dedication to education, literature, art, or science.

Motion 25-24 Trustee Anna Franz moved to approve the proposed revisions to Board Policy 6400 titled, "Honorary Degrees." Trustee Rosendo Alvarado seconded, and the motion passed.

f. Graduation Activities. Recognitions, celebrations, ceremonies, and year-end activities are scheduled throughout the first and second weeks of June. Trustees have received meeting invites by which to indicate attendance. Trustees will receive regular updates as new events are scheduled. It was requested to ensure at least one Trustee is in attendance at each event.

g. Assessment of Board Activity. The link to a new online assessment form was provided. Trustees submitted their activities in writing.

6. Miscellaneous.

Board Retreat. Chair Amy Parris discussed agenda items for the upcoming retreat scheduled for August 28, 2025. It was proposed to focus on fiscal concerns, including budgets, potential reductions, and understanding financial trends. It was suggested to bring in a presenter to speak on these topics. A potential location for the retreat was mentioned, Othello's Columbia Basin Health Association. Trustees were invited to share additional ideas or suggest other topics for consideration.

7. Next Regularly Scheduled Meeting

a. The next meeting was confirmed for Thursday, June 5, 2025, at 1:30 p.m. at Big Bend Community College.

8. Executive Session

Board Chair Amy Parris announced a 15-minute Executive Session at 2:25 p.m. 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 meeting was reconvened at 2:40 p.m. No actions were taken during the executive session.

9. **Adjournment.** Chair Amy Parris adjourned the meeting at 2:42 p.m.



Amy Parris, Board Chair

ATTEST:



Sara Thompson Tweedy, Secretary