**THE OFFICIAL MINUTES**

The Big Bend Community College Board of Trustees held its regular Board meeting on Tuesday, May 19, 2009, 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**

Chair Mike Blakely called the meeting to order at 1:30 p.m.

Present: Mike Blakely

Katherine Kenison

Angela Pixton

Felix Ramon

Mike Wren

**2. Introduction**

President Bonaudi welcomed the Library Council of Washington members to the meeting. He also advised that the meeting was being recorded by Mediasite for live viewing on the Internet.

The Library Council of Washington (LCW) members who briefly attended the meeting included: Jan Walsh (WA State Librarian), Chair Chris Skaugset (Public Libraries under 100,000), Barbara Arnett (Special Libraries), Benita Brown (School Libraries), Allyson Carlyle (UW), Nancy Bunker (Academic), M. Kate Burton (School Libraries), Geoff Fitzpatrick (Information Technology), Tim Fuhrman (Academic Libraries 2-year), Lillian Heytvelt (Rural Libraries), Priscilla Ice (Information Technology), Annanaomi Sams (Special Libraries), Valerie Wonder (Disadvantaged), Jeff Martin, Rand Simmons, and Anne Yarbrough.

Dean Tim Fuhrman introduced WA State Librarian Jan Walsh to the Board of Trustees.

Ms. Walsh stated meeting with the Board of Trustees is a great opportunity. She explained that the State Library is both a Library and an agency. The Library is open to the public and houses mainly Washington government and historical documents. It is also a virtual reference library. People who live in Othello can access the information just like people in Olympia. The state library serves the entire state with digital, virtual, and walk in resources. Ms. Walsh stated there are library branches in the Olympia area at utility offices, transportation commission buildings, mental hospitals, and correctional facilities. The patients and prisoners learn how to find resources prior to returning to their homes. These branch offices have dedicated staff and faced major budget cuts in 2002 and 2003.

Ms. Walsh shared about the Washington Talking Book and Braille Library for the visually and physically impaired. She reported they have 72 patrons who are over 100 years old.

As an agency the state library is in charge of library development. They are not supported with state funds. They are dependent on Library Services and Technology Act (LSTA) funds. Creation of an advisory committee was authorized in the act. This led to the creation of the LCW.

Ms. Walsh said she was recently in Washington, D.C. with other state librarians. Most state libraries do not work with advisory committees. She further stated that she depends on the advisory committee to represent the perspectives of the many types of libraries in Washington State. They also provide constituency input and ensure people in their areas are reached regarding federally funded programs. Ms. Walsh stated the LCW members are very thoughtful and diligent and she couldn’t provide appropriate services without them.

Mr. Chris Skaugset, the chair of the LCW was introduced. He stated that the LCW members represent the large variety of libraries in Washington. Each representative understands their kind of library very well and sharing the different perspectives is very helpful. He stated it is a pleasure to work with the state library, and communicate with constituencies.

BBCC Dean and LCW member Tim Fuhrman informed the Board how the LCW has impacted BBCC. LSTA funds paid for computer training for John Anderson. They also paid for library database licensing i.e. Proquest. Being part of this consortium gives BBCC purchasing discounts for databases and services. These funds also paid for John Anderson from the BBCC Library to receive computer science training. Also, Librarian Lance Wyman and Dean Fuhrman attended a weeklong student literacy conference funded by LSTA. This fund has also allocated money to teach basic skills students. State Librarian Jan Walsh said there is a statewide focus on literacy. Trustee Mike Blakely thanked the group for their presentation.

President Bonaudi introduced Dr. Rachel Anderson, Dean of Arts and Sciences. He announced that she will be leaving BBCC. She has accepted the Dean of Academic Affairs position at the College of the Redwoods in Eureka, CA. President Bonaudi expressed his appreciation for Dr. Anderson’s efforts and contributions to the college. Trustee Mike Blakely said Dr. Anderson was a real asset to BBCC.

**3. Consent Agenda**

a) Approval of Regular Meeting Minutes for April 14, 2009 (A); b) Student Success Update (I); c) Accreditation (I); d) Assessment Update (I); e) Capital Project Report (I); f) Human Resources Report (I); g) Enrollment Report (I); h) Donation Report (A); i) Emeritus Nominations (A).

MOTION 09-20 Trustee Angela Pixton moved to approve the Consent Agenda. Trustee Katherine Kenison seconded the motion, and the motion carried.

President Bonaudi noted that the donation of a 1987 Oshkosh T-1500 fire truck was added to the donation report. The truck, donated by the Spokane International Airport, will be used with the ARFF program. Professional Technical Dean Clyde Rasmussen said relationships with the Port of Moses Lake and Grant County Fire District 5 led to the donation. Fire Chief Bruce Milsap from the Spokane International Airport heard that we were in need of a truck. He had a truck that was purchased with grant funds and could only be donated. FAA will support giving it to the college and when that process is completed the paperwork will be finalized.

**5. Exceptional Faculty Awards**

Steve Matern, Industrial Electrical Technology Instructor, received an Exceptional Faculty Award (EFA) for $2,000 to attend the Phi Theta Kappa 91st International Convention in Grapevine, Texas. Instructor Matern reported that he accompanied three Phi Theta Kappa officers to the convention. The EFA funds paid for his travel and lodging. He saved expenses by booking his flight well in advance. He said the students were amazed and learned a lot networking with their counterparts from around the country.

President Bonaudi stated he has attended two Phi Theta Kappa conventions and they are high energy. Madeline Albright was present at one of the conventions he attended. He said it is a high prestige event and important for informing attendees the benefits of Phi Theta Kappa membership. Instructor Matern stated the 2010 convention will be held in Orlando Florida and he hopes Phi Theta Kappa Advisor and Math Instructor Barbara Whitney can attend with the new officers.

Trustee Mike Blakely complimented Instructor Matern and stated he is also a Faculty Emeritus nominee.

Dan Moore, Aviation Technology Instructor, received a $2,000 EFA to attend the Aviation Technician Education Council (ATEC) in Orlando, Florida. He thanked the Board for his award to attend this valuable conference. The FAA is in the process of revising some of the federal guidelines under which Instructor Moore teaches. He said the FAA has been working on this for 15 years and the industry has struggled with the proposed changes. The FAA recently began working jointly with the ATEC members to make the revisions. As a result of this collaboration it is likely that the changes will be approved and the AMT curriculum will need to be rewritten. Instructor Moore said he was a little disappointed that the conference this year focused more on selling new software and less on instructing technical information. He reported the networking was informative. He also attended Sun n Fun, the second largest air show in the US.

Trustee Mike Blakely asked Instructor Moore what he gained from the conference that he can share with his students. Instructor Moore replied that he discussed rewriting the AMT curriculum. He also made good contacts regarding equipment. He said that he and his colleagues from other institutions shared ideas. Rewriting the curriculum for FAA approval will require a lot of work for he and Instructor Erik Borg. Instructor Moore said a nationwide industry forecast was not shared at the conference. He invited the Trustees to visit the AMT program anytime. Trustee Blakely thanked him for his report.

**4. Remarks**

Trustee Mike Blakely asked if there were any public comments or remarks. There was no response.

a. Ms. Natalie Colston, ASB Treasurer, attended the meeting in ASB President Rhoan Ashby’s absence. She reported the ASB activities. ASB sponsored a successful Pool Tournament with 12 people participating and 35 people in attendance. Tacofest was held Tuesday, May 12 and was well attended. Treasurer Colston reported the entertainment and food was really good.

The 2010 ASB officer election resulted in Rhoan Ashby continuing as President, Jeff Ranstrom continuing as Vice President, Devin Petersen will move from Public Relations to Treasurer, Emily West will move from Secretary to Programming Director, Rhen Ashby will move from Programming Director to Secretary and CJ Hatch will be our new Public Relations Officer for next year.

Thursday May 14, 31 students participated in a paintball competition. A great time was had by all.

Upcoming ASB events include a Softball game featuring students vs. staff/faculty Thursday, May 21 at 5:00 p.m. Hot dogs will be served after the game. The Spring Fling BBQ & Student Awards will be held Wednesday, May 27 from 4-7 p.m. Build-a-Bear, Sandy Candy, the Butt Sketch artist, and inflatable toys will be available. ASB Family Night at Surf’n Slidewill be heldMonday, June 1, from 6-8 p.m. Admission is free with BBCC ID. The Library Campout will be held Tuesday and Wednesday, June 9-10 beginning at 8:00 p.m. in the Peterson Gallery. Free pizza and soft drinks will be available for students who are studying in the library.

Treasurer Natalie Colston provided club updates too. May 6, Rho Zeta inducted 32 new members into Phi Theta Kappa. They also had a successful carwash fundraiser and assisted in the Moses Lake annual clean up. There are also two new clubs on campus: Big Bend Christian Community and the Ultimate Frisbee Club, for a total of 12 clubs.

Trustee Mike Blakely complimented the ASB group for their ambitiousness.

b. Classified staff representative Kathy Aldrich reported classified staff training opportunities.

Rick Tincani and James Meyers attended Security training by Ryann Leonard April 2, 9, 16, and 23. Robin Arriaga and Karen Okerlund attended a Department of Labor & Industries session on “Everything you ever wanted to know about L&I but were afraid to ask” at BBCC April 9. Angela Weber attended Pride Training – Child Development April 9, 10, 11, 16, 17, 18 at the Moses Lake CPS office. Susan Nichols attended campus safety training on April 16. Robin Arriaga, Keli Sanford, Karen Okerlund, Barbi Schachtschneider, Hope Strand, Jessica Aloysius, Barbara Riegel, Kathy Starr, and Kathy Aldrich attended the Classified Staff Breakaway training sessions on Leadership and Team Building Workshops at BBCC April 17. Cynthia DeVictoria attended the Challenging Behaviors STARS training on April 18. Barbi Schachtschneider, Hope Strnad, Jessica Aloysius, Barbara Riegel, Kathy Starr, Charlene Rios and Howard Temple attended TSA Security Awareness Training April 21. Ruth Coffin attended a Transcript Evaluation Process workshop through Elluminate on April 23. Donna Brown attended a Washington Mathematics Association of Two-Year Colleges Conference at Columbia Basin College April 24. Kamie Bishop attended the BSA 500 Business System I online course training through the University of Phoenix March 23 through April 27. Angela Weber attended Love and Logic/ Behavior Management on April 27, 28 at the Moses Lake CPS office. Robin Arriaga attended DOP AG’s Overview of the Fair Labor Standards Act (FLSA) via ITV at BBCC April 30.

Ms. Aldrich reported the annual Classified Staff Breakaway was held April 17 with featured speaker, Mr. Mike Magno, from Clover Park Technical College. His presentations focused on Leadership and Team Building. The theme was Mexican with a piñata and an excellent catered lunch by Sodexho. There were approximately 36 staff in attendance and many positive reviews were received. Staff would like to invite him back again for longer training sessions. Classified staff felt that the administration and others would benefit from hearing the same presentations.

d. VP of Finance and Administrative Services Gail Hamburg said BBCC is hosting homeland security training by the Pierce Community College Center of Excellence May 21, 22. The training is targeted specifically toward community colleges. The tabletop drill is regarding a shooter on campus. The training will be captured on Mediasite.

VP Hamburg described clean up efforts at the Soil Conservation District property. A drip system is being set for the flowering trees. The abandoned camper will be moved off of the property soon.

VP Hamburg reported she has been working on the budget. The 2009 budget reduction is set at $475,000. The 2010 budget reduction is an additional $725,000. The Budget Review Task Force (BRTF) will be held Friday, May 22. Documents detailing proposed budget cuts were e-mailed campus wide for feedback during the BRTF. The draft 2009-10 operating budget will be provided to the BRTF June 5 for comment. She said she hopes to present the proposed operating budget to the Board June 9 or 10. Trustee Blakely said these are trying times and the unknown is worse than the known.

e. VP of Human Resources and Labor Holly Moos reported she is working on data gathering for budget considerations. Her office is also issuing contracts which will not include raises this year due to the budget situation. VP Moos plans to have the full time faculty contracts issued before faculty members leave for the summer. The administrative exempt staff contracts will also be issued soon.

f. VP of Instruction and Student Services Mike Lang introduced BBCC Foundation Director Doug Sly to share the results of Cellarbration! Director Sly reported that Cellarbration! raised $94,600. This is a new record over the amount of $81,600 raised last year. There were 170 guests in attendance and 145 auction items. The John Allen intervention scholarship raised $5,200 in less than five minutes. He said the event went smoothly and proceeded on time. He encouraged everyone to provide suggestions for improvements.

Director Sly thanked each Trustee and President Bonaudi for soliciting donations for the auctions. Trustee Mike Blakely said Cellarbration! was very enjoyable. He sat with staff from the Wenatchee Valley College Foundation. He also noted several newcomers attended.

VP Mike Lang reported the JATP trainees will be leaving campus Thursday morning to go to their host farms. He expressed a special thank you to the community and BBCC campus community. He said this was an exceptionally fine group of students. Trustee Blakely stated he visited their classrooms and they loved it.

**6. Exceptional Award Recommendations**

President Bonaudi said he was pleased that the BBCC EFA fund is doing well. The recently adopted WA state budget eliminated the matching funding source. The statewide source of revenue is still in place but the account was reduced to zero. BBCC only spends a portion of the interest from the EFA fund each year. President Bonaudi recommended the Board approve Exceptional Faculty Awards for Art Instructor Rie Palkovic and Counselor Max Heinzmann.

MOTION 09-21 Trustee Katherine Kenison moved to approve awarding Exceptional Faculty Awards to Instructor Rie Palkovic ($1,500) and Counselor Max Heinzmann ($2,000). Trustee Felix Ramon seconded the motion, and the motion carried.

Trustee Mike Blakely reported that Trustee Katherine Kenison was elected as chairman of the TACTC nomination committee. He also thanked Trustee Angela Pixton for submitting her vote by proxy.

Trustee Mike Blakely announced a 5-minutes break at 2:33 p.m. The meeting reconvened at 2:38 p.m.

**4. Remarks** (continued)

c. Faculty Association President Mike O’Konek apologized for arriving late to the Board meeting. He was at Chief Moses Middle School with 32 Gear Up students and other Faculty Association officers were unavailable. Nursing Instructor Lisa Corsie reported five second-year nursing students will be taking their Advanced Cardiac Life Support (ACLS) exam at Samaritan Hospital this same date. This opportunity was provided to the nursing instructors through a pilot program. The pilot program was offered to six randomly chosen students enrolled in NUR 264. If the students successfully complete the test they will receive ACLS certification from the American Heart Association. This certification is required by many hospitals. This is a good example of making students more work ready.

Art Instructor, Rie Palkovic, reported to Mr. O’Konek she will have a show at the new wine shop and gallery, Imbibe, beginning June 20. She will also have a show in San Francisco in July and at the Soap Lake Art Museum in August.

Dr. Dennis Knepp, Philosophy Instructor reported to Mr. O’Konek that he will have a chapter in the upcoming *Twilight and Philosophy* entitled “Bella’s Vampire Semiotics.” He has submitted an abstract for *Alice in Wonderland and Philosophy.*

Mr. O’Konek said that Dr. Ryann Leonard, Criminal Justice/Psychology Instructor reported that the 3rd Annual Community Partnership Against Substance Abuse Event was well attended on the BBCC campus. Over 250 people were present and over 100 additional people viewed the event via Mediasite. Instructor Leonard has been working with multiple agencies within our communities to coordinate the event. BBCC’s partnerships with fire and law enforcement agencies have been strengthened by this continuing effort.

Jim Hamm, Physics Instructor, set up telescopes with his astronomy students the evening of May 8. A large number of elementary school students as well as their family members joined the group at Discovery Elementary School. Saturn and its rings and the full moon were viewed.

OIT Instructor Daneen Berry-Guerin reported to Mr. O’Konek that four OFF262 students participated in the 60-second resume workshop at the BBCC Job Fair. The students stated it was a great opportunity. They will practice these skills again at their mock interviews at Horizon Credit Union in the next week.

Dean Rachel Anderson reported to Mike O’Konek that several faculty members are registered for Angel training or have already completed the training. The participants include: Mandy Mann (medical asst program), Salah Abed (math instructor), Kathleen Duvall (biology instructor), Steve Close (English instructor), Theresa Faust (psychology instructor), Scott Richeson (sociology instructor), Gene Donat (business instructor), Dennis Knepp (philosophy instructor), Jenifer Ramm (part time English instructor), Jennifer Brathovde (part time ABE/ESL instructor), Webb Waites (part time political science/history instructor), Lenora Nicoles (part time PE instructor), Rebecca Waller part time nutrition instructor), Stephen Franklin (part time geography instructor) and Gale Haley (part time biology instructor).

Instructor O’Konek also reported that during the Faculty in-service half of the faculty members attending NIMS emergency response system training. The remaining faculty members attended Elluminate training. Mr. O’Konek thanked Instructor Leonard for condensing the NIMS training. He went on to say that the faculty members are eager to get the budget figured out. A good discussion was held at the May 22 BRTF and faculty members are looking forward to providing input on the 2009-10 Operating Budget.

Trustee Blakely said he recently spoke with the WVC Foundation President. He said his nephew attended BBCC and stayed because Automotive Instructors Chuck Cox and Mike O’Konek were very encouraging.

**8. AMP Report #2 Programs**

The AMP report #2 Programs was reviewed earlier today during the Study Session.

MOTION 09-22 Trustee Mike Wren moved to accept the AMP Report #2 Programs. Trustee Angela Pixton seconded the motion, and the motion carried.

**9. President’s Evaluation**

President Bonaudi stated the Board could hold an executive session to discuss his evaluation. All evaluation documentation has been provided. The Board could choose to complete their individual evaluations of the President and then hold an executive session at the next regular Board meeting. The Board has developed a good procedure which provides continuity.

Trustee Blakely stated the President’s evaluation procedure is more than adequate. Trustee Mike Wren agreed that the procedure is adequate and asked for time to digest the information. Trustee Ramon said he is okay with the evaluation procedure. Trustee Angela Pixton said she would like time to review the information. Trustee Kenison stated she is satisfied with the process. The Trustees will complete individual evaluations of the President. During the next regular meeting they will discuss their evaluations.

**10. Board Officer Elections**

Trustee Blakely stated the Board officer matrix provides a suggested rotation schedule for Board officers. Historically the Vice Chair automatically assumes the role of the Chair.

MOTION 09-23 Trustee Mike Wren moved to follow the Board officer matrix as presented. Trustee Angela Pixton seconded the motion, and the motion carried.

**12. Next Regularly Scheduled Board Meeting**

President Bonaudi asked the Board to consider setting a Special Board meeting to consider the 2009-10 Operating Budget on June 9, 10:00 to noon.

MOTION 09-24 Trustee Angela Pixton moved to set a Special Board meeting to consider the 2009-10 Operating Budget Tuesday, June 9, 2009, 10:00-noon. Trustee Felix Ramon seconded the motion, and the motion carried.

The next regularly scheduled meeting was previously scheduled on June 23, 2009. Trustee Kenison had a conflict with that date. The meeting was rescheduled for July 7, 2009, 1:30 p.m.

MOTION 09-25 Trustee Katherine Kenison moved to set the next regular Board meeting on Tuesday, July 7, 2009, 1:30 p.m. Trustee Angela Pixton seconded the motion, and the motion carried.

**11. Assessment of Board Activities**

Trustee Angela Pixton reported she conducted interviews of Warden High School seniors to help them meet their graduation requirements. While she was interviewing the students she asked them about their career and education goals and their impressions of BBCC. She reported that four out of five graduates are planning to attend BBCC. Many of the students also said they had not visited BBCC yet. She encouraged them to explore the BBCC campus and programs

Trustee Pixton said she attended CWU President Gaudino’s reception at President Bonaudi’s home. She also attended the Nurses’ dinner.

Trustee Pixton shared news regarding a potential project program at BBCC. She recently spoke with Reinke Irrigation. There’s a possibility that the soil conservation district could be utilized for an irrigation technician program. Training would include learning about GPS systems and repairs. Reinke Irrigation is located in Nebraska and they have curriculum and have offered some equipment. This program would be similar to the John Deere program at Walla Walla Community College and train local people to stay local. During her visit in Washington, D.C. earlier this month Trustee Pixton mentioned this potential ag based program to Representative Doc Hastings. He asked to be kept updated on the progress of this program.

Trustee Ramon reported that he attended CWU President Gaudino’s reception at President Bonaudi’s home. He also attended the TACTC conference and brought back a Cellarbration! auction item. He also attended Cellarbration!

Trustee Mike Wren met President Gaudino at President Bonaudi’s home. He said he was impressed that President Gaudino sees the value in the potential partnership between BBCC and CWU. President Gaudino expressed a positive outlook and seemed to value the two-year community college system.

Trustee Wren stated that he sent thank you notes to district 13 legislators. He also attended the State Port Association meeting where he addressed workforce development and the important impact community colleges make. He said more port districts are looking at jobs and qualified workers for potential employers. Recognizing the value of community colleges is a positive trend he is seeing. He also attended Cellarbration! and stated it was a great event.

Trustee Kenison attended the TACTC Conference and was elected to the TACTC nomination committee. Her family enjoyed hosting some of the JATP students for dinner. She reported that her son attended the 3rd Annual Community Partnership Against Substance Abuse Awareness event held on campus. He had the opportunity to experience the impaired driving vehicle.

Trustee Mike Blakely visited the JATP students’ classroom. He met with Dr. Bonaudi regarding the agenda and set an appointment for the new Quincy High School principal to meet Dr. Bonaudi. He also evaluated Quincy High School seniors’ projects as a requirement of their graduation. Trustee Blakely attended the nurses’ dinner and Cellarbration! He also attended the TACTC conference. He is looking forward to accompanying an outstanding Quincy High School senior on a BBCC tour later this week. He contacted three Quincy High Tech High seniors and talked with them about BBCC. He also helped them contact the GED program here at BBCC. He also attended the reception held for CWU President Jim Gaudino.

**13. Miscellaneous**

President Bonaudi reminded everyone that Commencement will be held Friday, June 12 at 7:00 p.m. in the DeVries Activity Center. Trustees, Staff and Faculty will line up in their gowns at 6:00 p.m. in the Peterson Gallery after the Pre-Graduation Get Together that begins at 4:45 p.m. Due to the difficult budget situation President Bonaudi will not host a Commencement reception in his home. He encouraged everyone to attend the reception in the Masto Conference Center immediately following Commencement.

The ACCT annual meeting will be held in San Francisco, CA in October. Dr. Bonaudi asked the Trustees if anyone was interested in attending this valuable conference. The ACCT is also offering a summer leadership institute in June.

President Bonaudi visited with CWU President Gaudino again at the Washington Association of School Administrators (WASA) where they both served on a panel. There were many local superintendents at the WASA conference. President Gaudino provided the 4-year college perspective on students being college ready. President Bonaudi provided the 2-year college perspective on students being college ready. This was very valuable training for many of the superintendents around the state. He received several good questions following his presentation. President Gaudino sees community colleges as a key to feeding baccalaureate institutions at the junior level. There are usually junior level enrollment slots open.

President Bonaudi was also asked to serve on the School Employees Credit Union Advisory Committee. At a recent meeting of the advisory committee he had another opportunity to network with several superintendents.

The meeting was adjourned 3:13 pm.

Mike Blakely, Chair

ATTEST:

William C. Bonaudi, Secretary