

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Tuesday, June 21, 2011, at 8:30 a.m. in the ATEC Hardin Community room in Building 1800 on the Big Bend Community College campus.

1. Call to Order

Present: Mike Blakely
Jon Lane
Angela Pixton
Mike Wren

2. Introductions

President Bonaudi introduced TACTC President and Edmonds Community College Trustee Mauri Moore and TACTC Administrator Erin Brown.

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

3. Consent Agenda

a) Approval of Regular Board Meeting Minutes May 31, 2011 (A); b) President's Update (I); c) Student Success Update (I); d) Accreditation (I); e) Assessment Update (I); f) Capital Project Report (I); g) Human Resources Report (I); h) Enrollment Report (I); i) Educaté (I).

Motion 11-23 Trustee Mike Wren moved to approve the Consent Agenda and Trustee Mike Blakely seconded the motion. The motion carried.

4. TACTC Presentation

TACTC President Mauri Moore stated her term ends the end of the month. Tom Malone, a Seattle Community Colleges Trustee is the TACTC President-Elect. Ms. Moore said visiting community and technical colleges around the state has provided a good opportunity to share information and receive feedback regarding TACTC. She encouraged the BBCC Trustees to serve on TACTC committees.

Ms. Moore referred to the TACTC goals, activities, and outcomes on page 20-21 of the Board packet. These items provide a clear outline of where TACTC is going and they are open to modification by the TACTC members. She said she is here to learn about different campuses and listen to Trustees. She has visited several community colleges and said it has been very beneficial to see how boards conduct themselves differently. She is taking away lessons from each community college board and looking at best practices. One of Ms. Moore's goals has been improved communication. She encouraged the Trustees to share any ideas about how TACTC could serve them.

Trustee Mike Blakely suggested each TACTC President-Elect visit community and technical colleges around the state. Ms. Moore stated time and budget restrictions may be a factor in future visits. She thanked the Trustees for their invitation to visit.

TACTC Administrator Erin Brown stated it's a pleasure working with the 150 incredibly dedicated volunteer Trustees and the Presidents and Governor's staff. She commented the dynamics of the boards set the tone. Ms. Brown is a resource to the trustees and she will search for information requested. She said many great TACTC ideas come from impromptu conversations and phone calls with Trustees. She is available to provide training to combined boards from two or more colleges. Ms. Brown thanked President Bonaudi and BBCC Trustees for their hospitality.

5. Remarks

- a. ASB Advisor Kim Jackson thanked the TACTC representatives for their generous donation to the Council of Unions and Student Programs (CUSP). In the absence of ASB officers, Advisor Kim Jackson provided the report. Even though there was poor weather 185 people attended the ASB surf n slide event June 6. The Library campout for students studying for finals went well. Advisor Jackson accompanied the 2011-12 ASB officers to the leadership retreat. They shared some great ideas. She presented an ethics training and they discussed the importance of setting the bar for other students. She also gave each of the officers the John Huntsman book *Winners Never Cheat*.

Trustee Mike Wren challenged the officers to hold ASB events off campus in the BBCC service district communities. This would highlight the quality of leadership of BBCC ASB Officers. Advisor Jackson commented that the officers mentioned visiting elementary schools with Thor. Trustee Mike Blakely suggested they visit communities during their festival days.

President Bonaudi complimented Advisor Jackson for coordinating the BBCC Commencement.

- b. Classified Staff Association Representative Kathy Aldrich shared the Classified Staff activities from May. Barb Riegel attended Annual Security Awareness training for Aviation at BBCC on May 2. Carolyn Riddle, Kathy Aldrich and Robin Arriaga attended the DRS workshop at BBCC on May 4.

Dina Moskvich attended an Infant and Early Childhood Conference on May 5-6, at Tacoma, WA.

Brad Beuckman, Nancy Theis, Barbi Schachtschneider, Barb Riegel, Jonie Walker, Margie Lane, Dania Bisnett, Darci Alamos, Ana Bolivar, Randy Fish, TC Bergen, Angel Uresti, Jeff Robnett, and Joe Russell attended Customer Service Training on Body Language at BBCC on May 13.

Ana Bolivar attended Meth Training on May 17 at BBCC. Tana Richens attended Sherpa Training on the Sequoia System (merchandise program) - Webinar on May 17 and Store Style/Assortment Grid Training on Sequoia System - Webinar at BBCC on May 18. Gale Haley attended Starboard training online on May 20 at BBCC.

Training opportunities are made available and shared by the Customer Service Task Force, and Supervisors.

- c. Faculty Association President Mike O'Konek was not available for the meeting today.
- d. VP of Financial and Administrative Services Gail Hamburg shared budget information. The total estimated fiscal year 2012 budget cut is \$1,155,088. This is made up of a permanent budget reduction of \$749,560, a new one time general reduction of \$63,874, a temporary 3% salary reduction of \$204,011, a permanent 6% cap on pension contribution of \$107,471, and a one time adjustment for ERP planning of \$30,172. The 2012 budget cuts bring the total BBCC budget cuts since fiscal year 2009 to \$3,734,112.

VP Hamburg commented that part of the cuts will be offset with an anticipated 12% tuition increase estimated at \$300,000. The SBCTC Board will meet June 22-23 and we will receive final budget amounts following. VP Hamburg shared the positions already given up which number 16 ½ and the six anticipated that will be lost in fiscal year 2012. She will be presenting the state operating budget during the August 9 meeting.

President Bonaudi commented there will be significant additional detail coming from the SBCTC following their meeting. The ERP funding comes from tuition dollars. There has been a lot of discussion on the 6% cap on retirement and how to implement it. President Bonaudi stated he believes that we will need to maintain the higher match levels to continue to be competitive in the system. In four years BBCC has lost \$4.5 million. He also stated there will probably be additional cuts. There will be further discussion about whether we make the reductions the first or second year of the biennium.

Trustee Mike Wren asked if the pension contribution variable will be a statewide decision or left to the individual colleges. President Bonaudi said this will be discussed further by the SBCTC but it will be decided individually by college. Currently, local funds are needed to make up the difference between 6% and higher matches which means the Trustees would make the decision.

Trustee Mike Blakely asked about the salary reduction.

President Bonaudi stated higher education has discretion on how to show the 3% salary reduction savings. Represented classified staff are mandated to have salary reductions. BBCC Classified Staff are not represented.

VP Hamburg reported on the campus repairs and minor improvements that have been made in the past two months. The DeVries Activity Center needed a new roof and HVAC was installed in those classrooms. The old, small restrooms in the Math building, which were still from the Air Force Base era, were remodeled. Concrete repair work was completed in automotive and several walkways around campus. The large patio outside Building 1400 was replaced to include a drain to eliminate the ice hazard in the winter. Some curbing and sidewalks were restructured to meet ADA regulations.

VP Hamburg attended a portion of the ASB retreat and met the new officers. They voted to purchase picnic tables and benches for the new patio outside the 1400 Building. Trustee Mike Wren asked if reasonable bids were received for the work. VP Hamburg stated the bids were reasonable and carryover money was used for the items at the top of the priority list. In response to a question, the DeVries Activity Center was built in 1981. Trustee Mike Blakely reiterated that the Fine Arts Building and partial funding for the ATEC building is all BBCC has received for capital funding. He said BBCC needs and deserves more capital funding to build.

- e. Vice President of Instruction and Student Service Bob Mohrbacher reported Saturday, June 18 was nursing and health education day. BBCC nursing students helped with the MAC exhibition.

VP Mohrbacher stated the consent agenda student success item provides follow up on the Programs Monitoring report. He used the program audit information to determine the cost per FTE broken down by department. The overall trend for the last three years shows the cost per FTE has decreased. Eleven programs showed an average increase of \$489. Twenty-seven departments showed an average decrease of \$1,116.

Trustee Mike Wren asked what caused the downward trend of the FTE expense. VP Mohrbacher responded that increased enrollment and filling classes spreads the cost out. The Deans are following up on this to analyze the cause. Some of the large increases were attributed to part time instructors becoming eligible to receive benefits. Some changes have already been implemented in the departments with the largest increases.

President Bonaudi stated BBCC is continuing to serve students, with diminishing revenue, by becoming more efficient. Part time instructors have a lower cost until they become eligible for benefits, then their cost doubles. He said we don't have a large part time pool and we do want lots of students taking lots of credits.

Trustee Mike Blakely commented that part time employees make a good contribution.

Trustee Angela Pixton asked if the use of technology resources has contributed to the FTE expense decreases. VP Mohrbacher stated there is a struggle between technology solutions and costs. Online classes have a lower cap, even though the class is full there are less students than in on ground classes. BBCC has been very conservative with equipment purchases in the past few years. President Bonaudi stated investing in outreach through technology will provide a higher level of convenience for students and save them transportation funding. Trustee Jon Lane asked how BBCC FTE costs compare to other colleges. VP Mohrbacher and Dean Kirkwood will look for that specific information. President Bonaudi commented per the GFS college funding regression line, our FTE costs are higher than many of our sister institutions due to BBCC's large service district and lower population. BBCC is not sustaining classes with lower enrollment as we have in the past due to budget considerations.

- f. Vice President of Human Resources and Labor Holly Moos reported that a combo position was created after the Psychology and Sociology Instructors resigned. Dr. David Holliday following a national search has accepted the combination Psychology/Sociology Instructor position and can also teach anthropology. He possesses a doctorate from UW and has taught at the Tri-Cities WSU campus.

The grant funded Transfer Services Coordinator position vacated by Enedelia Nicholson is in recruitment stage. Negotiations with faculty are continuing.

6. **Spending Authority**

President Bonaudi explained that supplemental information provided from the 2008 temporary spending authority authorization was shared to show that issuing a temporary spending authority was routine in the past. BBCC has not yet received the approved allocation from the SBCTC and approval for temporary spending authority is necessary to continue to operate based on last year's budget. There is contingency money to carry through June.

Motion 11-24

Trustee Mike Blakely moved to approve the spending authority and Trustee Jon Lane seconded the motion. The motion carried.

7. **Governance Institute for Student Success (GISS)**

President Bonaudi announced that Sunday, June 26 Trustees Jon Lane and Mike Blakely will travel to the TACTC/GISS conference coordinated by ACCT and the University of Texas-Austin. President Bonaudi will also be attending.

The GISS presentations will focus on the use of data to determine student success and Trustees' impact at the policy level. Information from the ACCT website was shared with the Trustees. All conference participants will go through an exercise based on information the Washington community and technical college trustees provided through a questionnaire along with student success data from the system. They will look at student success through policy level action, while not micromanaging the college staff. President Bonaudi indicated BBCC Trustees provide that guidance through the Academic Master Plan (AMP) and the three monitoring reports provide the results.

BBCC is participating in initiatives and grants that focus on using data. BBCC is one of six Achieving the Dream (AtD) schools in Washington State. The Title V grants focus on improving access and success for Hispanic students and all students receive the benefits of the efforts. The Student Achievement Initiative (SAI) strives to encourage students entering basic skills classes to persist through college level courses. It looks at the continuum from basic skills to degree completion, each college earns points when students reach milestones along the path. The discussion of SAI during the November 30, 2010, meeting led the Trustees to endorse the College Completion Challenge.

The GISS data has been arranged differently than BBCC's usual format. BBCC reviews data on all students who enter throughout the year all together. GISS is following a cohort of students who first enrolled during the 2006-07 academic year. They are following just the cohort for four years to see how they are achieving success. This is a big difference. Students entering 2007-08 will not be reflected in this GISS information. A new cohort will be started each year. The GISS cohort excludes Running Start students and students who have not stated their intent, although staff can guess at their intent based on their course choices. ABE/ESL students are also excluded from the GISS cohort.

President Bonaudi shared that during the February 22 Study Session for the Access AMP Monitoring Report Director Sandy Cheek shared the challenges and successes of the BBCC ABE/ESL program. Not all ABE/ESL students will enter college level math or English classes. Is success defined by increasing skills in math and English, or is success defined solely by students entering college level courses?

President Bonaudi emphasized the importance of Trustees' input in data analysis at the annual Board/Administrative Retreat. During the upcoming conference many questions could arise from exploration of how Trustees get more involved in student success at the policy level. BBCC Board members discuss access, programs and outcomes involving retention and success during the monitoring reports and at the annual Board/Administrative Retreat while reviewing the data sets each year. They ask questions regarding additional data needed and policy implications. The BBCC Board is very involved in analyzing data and other Boards' members may not have that same opportunity.

Dean of Institutional Research Valerie Kirkwood shared some of the information that GISS had requested. The BBCC student profile for 2009-10; FTE's 1,859, headcount 3,689, 67% full time, 33% part time, 41% male, 59% female, white 56%, Hispanic 38%, all others 6%. The median age of the fall 2010 students was 23.2. Student age is usually reported as an average of 29 rather than the median value.

A chart illustrating the status of transfer students who started in fall 2006 shows that BBCC is out performing the system. Students "transferred without their degree" is a new reporting group. Part time students take longer to complete their degree/certificate and they make up the group "still enrolled in four years." It's interesting to note how many students are earning their degrees: at BBCC 26%, system wide 20%. Some students transfer before they earn their degree: at BBCC 15%, system wide 22%. We recommend that they receive their degree before they transfer. The distance between BBCC and baccalaureate institutions may be a factor in this area.

Trustee Mike Blakely asked about the trends. Dean Kirkwood and Vice President Mohrbacher have reviewed how students are achieving, and they haven't seen the growth in degrees desired. The trend in this area has been flat for awhile but it's beginning to increase. There were many more degrees conferred at graduation this year, the increased enrollment is impacting that. Dean Kirkwood and Vice President Mohrbacher will be looking into that more this summer. President Bonaudi commented that having campus partners, Heritage University and Central Washington University, on campus is increasing students transfer opportunities. BBCC is also seeing the results of four years of AtD work.

Another chart compared Hispanic and white students earning their degrees with the same groups system wide: 25% of the Hispanic BBCC students earn their degrees within four years compared to 18% system wide, and 27% of white BBCC students earn their degrees compared to 21% system wide. BBCC students are not transferring without degrees as often as students system wide but they are earning momentum points. It is important to note that there is only a 2% achievement gap between our white students and our Hispanic students, this may be due to AtD and Title V efforts.

A focus of the AtD effort has been students reaching and completing college level math courses. Trustee Mike Wren commented this is a K-12 issue. VP Mohrbacher stated this is a wide spread national issue. BBCC provides math placement test results to the students' high schools when possible. Trustee Mike Blakely stated BBCC is known for having a difficult math placement test, the WVC test is easier. VP Mohrbacher commented that a statewide group is looking at what to do with placement assessment. Our math test is written by BBCC math faculty. Gaining study skills is more of an issue for students.

The BBCC workforce students have done well compared with the system. BBCC students reaching tipping point completion are at 31% with the system averaging 26%. BBCC students earning a short term certificate with greater than 45 credits such as CDL, is 13% and the system wide average is 6%.

When comparing the success of the Hispanic BBCC workforce students (43%) and the same group of white students (41%) the achievement gap is only 2%. The system average achievement gap is 6% with the Hispanic students success at 26% and the white students success at 32%. Trustee Mike Blakely stated this is good as the majority of these students remain in the local area. Dean Kirkwood offered to research students' Grant County employment.

Title V mentors are helping the Hispanic workforce cohort earn 30 credits by year two at BBCC, this is a rise to 66%, compared to system wide at 48%. The same group of white students are at 59% with the system wide average of 56%.

Dean Kirkwood explained that the basic skills student cohort data shows our students achieving at a lower rate than the system and not making the gains in transitioning to the next level. However, on average more of our students are earning their high school completion or GED. Our county demographics make a difference as our poverty level is higher and many of our basic skills students start at a lower level. President Bonaudi commented that some ESL students enter with a higher level of education in their own country, but need to learn English.

President Bonaudi explained that this presentation was intended to familiarize the Trustees with some of the GISS data prior to the conference. Trustee Mike Blakely complimented the presentation.

Vice Chair Angela Pixton announced a five-minute break at 9:58 am. The meeting reconvened 10:10 a.m.

President Bonaudi announced that Chief Pilot John Swedburg is attending the Paris Air Show as part of the Washington Aerospace delegation.

At 10:15, Vice Chair Angela Pixton announced an Executive Session 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; and (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions or litigation or potential litigation. The Executive Session will last 20 minutes. The Executive Session was extended three times for five minutes each. The meeting reconvened at 10:50 with no action taken.

8. President's Evaluation

Trustee Mike Blakely read the following letter from the Board to President Bonaudi as his evaluation.

“As a reminder to ourselves, Big Bend Community College has a Mission Statement, stating that we must meet the needs of a diverse population within our district. As Trustees, we provide the policy, which directs the President through the development and implementation of the following six end statements of mission, access, partnerships, student achievement, climate, cultural understanding, and enrichment. Our task is to monitor each of the end statements, which together make up the Academic Master Plan.

Each June the Trustees must evaluate the President on a number of factors, including meeting the above end statements. Through individual observation, ratings by a focus group, individual evaluations by fellow administrators, faculty, support staff, and students, we find that Dr. Bonaudi has met or exceeded all expectations of the Board of Trustees.

We further commend Dr. Bonaudi for surrounding his administration with a competent, hard working staff.

We further state that the faculty and staff be commended for their hard work and many “extras” to keep BBCC functioning during these trying times.

9. Assessment of Board Activities

Trustee Mike Wren reported that he attended the Student Success Center grand opening, BBCC Commencement, and dinner with TACTC President Mauri Moore and TACTC Administrator Erin Brown.

Trustee Mike Blakely reported that he attended the BBCC preschool graduation, GED graduation, IBEST graduation, Pre-Commencement Get Together, Commencement, and the Nurses Pinning. He also met with students, including Christine Ramon, for pictures. Lastly, he enjoyed dinner with TACTC President Mauri Moore and TACTC Administrator Erin Brown.

Trustee Jon Lane reported he attended a Board of Realtors meeting June 2. He attended the BBCC GED graduation, and enjoyed the BBCC Commencement speaker, Kelly Graves. The EDC Retail Study Committee for the Columbia Basin is discussing recruiting good employees and he has attended and shares BBCC as a resource.

Trustee Lane is involved with the Pegasus Boeing plant site meetings. They’re using the Boeing proposal from eight years ago as a draft for a new proposal. Boeing is still making decisions on the kind of plane to be built and dealing with union issues. They will narrow the sites down to a state and then specific locations. The Port of Moses Lake is leading this effort with support from EDC, BBCC and the City of Moses Lake.

Trustee Lane also attended the BBCC IBEST Graduation and Commencement. He stated Commencement speaker Kelly Graves was interesting.

June 14, Trustee Lane was the Frontier Middle School Graduation speaker. He attended the EDC Board meeting and met with Colonel Dunn from Fairchild Air Force Base who happens to be a four time national boxing champion and the new lead at Fairchild. Trustee Lane plans to attend a luncheon next Wednesday with Lt. Gen Allardice. He attended the EDC luncheon and water management presentation. He heard glowing comments about the Columbia Basin when he attend the Grant Transit Authority grand opening. Trustee Lane said Moses Lake is on the Governor's radar. A recent Seattle Times headline read "Moses Lake and other Places" being considered, referring to the Boeing Pegasus Project. He also enjoyed dinner with TACTC President Mauri Moore and TACTC Administrator Erin Brown.

Trustee Angela Pixton reported she attended the BBCC GED graduation and was impressed by the group of enthusiastic, animated students. She also attended the Pre-Commencement Get Together, and Commencement. When she met with the WA State Potato Commission she solicited additional MIST program scholarships. The Potato Commission is redefining some of their committees. They are looking at opportunities for educational involvement. Trustee Pixton is talking with Dean Clyde Rasmussen about MIST students and their goals. She stated CDL licensing is a current agriculture issue. It could be an opportunity for BBCC. She also attended the dinner with TACTC President Mauri Moore and TACTC Administrator Erin Brown.

10. Next Meeting

The next regular Board meeting is scheduled on August 9, 2011, at 8:30 a.m. The Board/Administrative Retreat will be held August 24 at Wild Horse Wind and Solar Facility.

11. Miscellaneous

President Bonaudi explained that he was submitting a proposal to increase the CDL lab fee in an effort to extend our ability to offer a program that has limited enrollment. The current total charge to the student is \$3,266 compared to Spokane Community College's program at \$4,200; Bates Technical College at \$4,490 and Grays Harbor Community College at \$5,329. The proposed fee increase is \$970. Any fee increases of \$200 or over need to be approved by the Board. President Bonaudi recommended approval of the lab fee increase to sustain this high cost, low enrollment program. Trustee Mike Blakely commented that CDL students are often sponsored by an employer. Trustee Mike Wren stated he doesn't like to raise the fee but in light of budget cuts, he agrees with the fee increase.

Motion 11-25

Trustee Mike Blakely moved to raise the CDL lab fee by \$970 and Trustee Jon Lane seconded the motion. The motion carried.

Motion 11-26

Trustee Mike Wren moved to set the next regular meeting August 9, 2011 at 8:30 and the Board/Administrative Retreat August 24, 2011. Trustee Mike Blakely seconded the motion. The motion carried.

President Bonaudi stated Trustees Jon Lane and Mike Blakely will be attending the GISS/TACTC conference at Suncadia. TACTC President Mauri Moore reminded the Trustees that those not attending could provide votes by proxy; the form is available.

The meeting adjourned at 11:15 a.m.

Angela Pixton Vice Chair

ATTEST:

William C. Bonaudi, Secretary