

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Thursday, June 4, 2020, at 1:30 p.m. via Zoom Webinar.

1. Call to Order

Present: Anna Franz
Jon Lane
Stephen McFadden
Juanita Richards
Thomas Stredwick

2. Consent Agenda

a) Approval of May 7, 2020, Regular Board Meeting Minutes (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) Donations (A); j) Security Update.

Motion 20-41 Trustee Anna Franz moved to approve the consent agenda. Trustee Jon Lane seconded, and the motion passed.

Instructor Zach Olson introduced himself as the 2020-21 Faculty Association President.

5. VP Bryce Humpherys reported on enrollment. BBCC received the CARES Act funding and it has been distributed to 45 students; students continue to submit applications.

VP Humpherys provided enrollment strategies including correspondence to graduating seniors from BBCC, the State Board for Community and Technical Colleges (SBCTC) and the Office of Superintendent of Public Instruction (OSPI); making alternate math/English placement tests available; expanding faculty and staff training for Starfish to help with student support; new online new student orientation sessions to connect students to resources earlier in the process; working with school districts and anticipating Open Doors enrollment will increase in the fall. Dr. Humpherys is monitoring enrollment carefully and he complimented faculty and staff for supporting students through these difficult times.

Trustee Thomas Stredwick expressed gratitude for the creativity by staff thinking differently and problem solving.

6. Budget Status and Plan

VP Schoonmaker reported there is a great deal of uncertainty about allocations and revenue sources. The Office of Financial Management (OFM) said there will be one major cut of 10-30% (\$2-3 million dollars) from the operating budget next year. Trustee

Anna Franz asked about the budget and how long we can spend at the same rate as last year. VP Schoonmaker stated the college reserves exceed the required three-month funding amount. There are also cost-saving measures in place such as reduced travel, paper, and vacant positions. Most current expenditures are COVID-related.

VP Humpherys reported that the Applied Baccalaureate report will go to the SBCTC in August and they may take action in October. He hopes to start the program Fall of 2021.

7. Spending Authority

Motion 20-42 Trustee Juanita Richards moved to approve the 2020-21 spending authority at the 2019-20 levels until the 2020-21 operating budget is approved. Trustee Jon Lane seconded, and the motion passed.

8. Campus Climate Action Plan

VP Kim Garza reported outstanding items from the action plan to work on through the summer. Items include transitioning to a new orientation schedule and process; adoption and implementation of work place norms, as recommended by a committee; selection of a vendor for ongoing employee satisfaction surveys; and organization of the portal. VP Garza also reported that an alternate, socially distanced opportunity for celebrating the end of the year is being planned.

4. Faculty Update

2019-20 Faculty Association President Salah Abed reported activities from Agriculture Instructor Terry Pyle and Art Instructor Fran Palkovic.

9. 2020 Mission Fulfillment Monitoring Report

VP Humpherys shared that the in-person workforce labs will extend beyond the usual end of quarter date to allow students to earn hours lost due to COVID-19.

VP Humpherys stated the Mission Fulfillment Monitoring Report summarizes the planning work BBCC accomplished and includes conclusions about the organization's strengths and weaknesses.

In August, the Northwest Commission on Colleges and Universities (NWCCU) will determine if BBCC's visit will be virtual or face to face.

Motion 20-43 Trustee Anna Franz moved to approve the Mission 2020 Mission Fulfillment Monitoring Report. Trustee Jon Lane seconded, and the motion passed.

Trustee Anna Franz noted the trends regarding disparities between student groups. VP Humpherys responded that comprehensive advising efforts, online orientation connecting students to resources earlier, the Starfish program to track students'

progress, and CARES fund distribution are all efforts designed to reduce the differences between student groups.

At 2:31 p.m. Chair Stephen McFadden 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 15 minutes.

The meeting reconvened at 2:46 with no action taken.

10 Interim President's Agreement

Motion 20-44 Trustee Thomas Stredwick moved to approve President Leas' interim president contract in the form of a separate contract effective July 1, 2020. Trustee Anna Franz seconded, and the motion passed.

11. President's Evaluation

Motion 20-45 Trustee Juanita Richards moved to waive the president's evaluation for 2019-20 due to the president's pending retirement. Trustee Jon Lane seconded, and the motion passed.

The trustees shared supportive and appreciative comments for President Leas recognizing his efforts to build a culture of inquiry, establish a more inclusive environment, inviting scrutiny, providing opportunities for individuals to express their thoughts, building trust and collaboration, approachability, and advocating for students as a servant leader. President Leas also led the effort to fund and support the Workforce Education Center and Aviation Maintenance Facility.

12. President's Onboarding Process

Board Chair Stephen McFadden reported that he has had Zoom meetings with Dr. Tweedy and she is looking forward to arriving in Moses Lake in late July. The trustees will continue discussing onboarding opportunities for Dr. Tweedy.

13. Board Retreat Agenda

Board Chair Stephen McFadden, Board Vice Chair Anna Franz, Dr. Leas and Melinda Owens-Dourte will meet to plan the board retreat. Leadership Consultant Linda Seppa Salisbury may also observe the retreat.

14. Assessment of Board Activity

Trustee Thomas Stredwick connected college staff to Grant County PUD staff to discuss internet connectivity.

Trustee Anna Franz attended the TRIO Graduation via Zoom and the Commencement photo session.

Trustee Juanita Richards attended the Commencement photo session.

Trustee Jon Lane attended the Commencement photo session, ACT Board of Directors meeting as ex officio, and participated in an evaluation for ACT Executive Director Kim Tanaka. He reported that ACT is focusing on diversity issues. Trustee Lane also attended the Legislative Action Committee via Zoom.

Trustee Stephen McFadden attended meetings regarding presidential onboarding, reviewing the board agenda, and the state auditor's exit interview. He also attended the TRIO Graduation via Zoom and the Commencement photo session.

15. Next Meeting

The next board meeting is a scheduled retreat on August 27, 2020.

16. Miscellaneous

Dr. Leas reported that commencement planning is going well. There are 514 applications for graduation and 274 or 53% of registered graduates have accessed Marching Order. The attendance numbers are roughly the same as for in-person commencement. Outstanding student awards are listed in the commencement program as well as students' choice awards for all employee groups. ASB officers and staff are preparing gift bags for graduates.

The meeting adjourned at 3:14 p.m.

Chair Stephen McFadden

ATTEST:

Terrence Leas, Secretary