



June 4, 2020

Board of Trustees

Regular Meeting 1:30 p.m.

Register in advance for this Zoom webinar:

https://bigbend.zoom.us/webinar/register/WN_gHhtGCNIRnCWPNI_BYi-Ew

After registering, you will receive a confirmation email containing information about joining the webinar.

Big Bend Community College District #18

Governing Board:

**Chair Stephen McFadden, Vice Chair Anna Franz,
Jon Lane, Juanita Richards, and Thomas Stredwick**

President Terry Leas

2020 Meeting Schedule

January 9, 2020

February 14, 2020

March 12, 2020

May 7, 2020

June 4, 2020

August 27, 2020

October 1, 2020

November 12, 2020

Board Goals

1. Conduct a successful search for the next BBCC president. Ensure effective onboarding and orientation of the new president upon arrival on campus. Develop goals for the president's first year of service.
2. Be actively engaged and monitor the progress of the Campus Climate Action Plan. Ensure the president has the tools and means to lead the campus community as it improves climate for students, staff and faculty.
3. Develop and implement an improved system for monitoring Board effectiveness that includes establishing an annual checklist for monitoring the overall performance of BBCC.

BIG BEND COMMUNITY COLLEGE DISTRICT NO. 18 BOARD AGENDA

Regular Board Meeting

7662 Chanute Street Moses Lake, Washington 98837

Thursday, June 4, 2020, 1:30 p.m.

Zoom Webinar

1. Call to Order/Roll Call
2. Consent Agenda **(E-1)**
 - a. Meeting Minutes May 7, 2020 **(Action)**
 - b. President's Activity Update **(Information)**
 - c. Accreditation **(Information)**
 - d. Student Success **(Information)**
 - e. Assessment **(Information)**
 - f. Finance & Administration Report **(Information)**
 - g. Human Resources Report **(Information)**
 - h. Enrollment Report **(Information)**
 - i. Safety & Security Report **(Information)**
 - j. ASB Report **(Information)**
 - k. Foundation Report **(Information)**
 - l. Classified Staff Report **(information)**
3. Remarks
(Public comment to the Board regarding any item on the agenda may be made via chat at the time of the topic's presentation to the board in compliance with Board Policy 1001.3.E)
4. Faculty Updates – Faculty Association President Salah Abed **(E-3, Information)**
5. Enrollment Status and Plan – Dr. Bryce Humpherys **(E-2, Information)**
6. Budget Status and Plan – VP Linda Schoonmaker **(E-1, Information)**
7. 2020-21 Spending Authority – VP Linda Schoonmaker **(E-1, Action)**
8. Campus Climate Action Plan – VP Kim Garza **(E-6, Information)**
9. 2020 Mission Fulfillment Monitoring Report – VP Bryce Humpherys **(E-1, Action)**
Executive Session – Break (if needed)
10. Interim President's Agreement – **(E-1, Information/Action)**
11. President's Evaluation – Trustees **(E-1, Information/Action)**
12. President's Onboarding Process – Trustees **(E-1, Information/Action)**
13. Board Retreat Agenda August 27 – Trustees **(E-1, Information/Action)**
14. Assessment of Board Activity (submitted in writing) – Trustees **(E-1, Information)**
15. Next Regularly Scheduled Board Meeting – Trustees **(E-1, Information/Action)**
16. Miscellaneous – Trustees, President Leas **(E-1, Information/Action)**
17. 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 REGULAR MEETING: Thursday, August 27, 2020

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 509.793.2325) as soon as possible to allow sufficient time to make arrangements.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for action)

- a. Board Meeting Minutes

BACKGROUND:

The minutes of the board meetings held on May 7, 2020, 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, May, 7, 2020, at 1:30 p.m. via Zoom.

1. Call to Order

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

2. Consent Agenda

a) Approval of Regular Board Meeting Minutes March 12, 17, 25, April 9, 17, Minutes (A); b) President's Update (I); c) Accreditation (I); d) Student Success Update (I); e) Assessment Update (I); f) Finance & Administration Report (I); g) Human Resources Report (I); h) Enrollment Report (I); i) Safety & Security Update (I); j) ASB Report (I); k) Foundation Report (I);

Motion 20-35 Trustee Anna Franz moved to approve the consent agenda. Trustee Jon Lane seconded, and the motion carried.

3. Remarks

There were no public comments.

4. Faculty Updates

Faculty Association President Salah Abed reported that faculty are stepping up to make the best of a difficult situation. He shared an example that he used a Donald Duck comic from the 1950s in his math class for extra credit to prompt explanation of a profit equation using a parabola. He also used [Hanafuda](#) or Japanese playing cards for an extra credit activity.

BEdA Instructor Jessica Strickland has redesigned her entire program by converting classes using a blended learning model.

Early Childhood Education Coordinator Jenny Nighswonger has worked with community members to sew over 100 masks for childcare providers in the service district, many of whom are also students.

Librarian Rhonda Kitchens reported that the library has doubled its web resources and expanded chat capabilities to serve students better.

English Instructor Matt Sullivan communicated that the students in his creative writing class are creating and sharing audio recordings of their stories, which personalizes and dramatizes the stories and builds community among the students.

Art Instructor Fran Palkovic shared photos of his students' work in Art 103, 121 & 122 while working from their homes.

Nursing Instructor Jennifer Reames-Zilliox noted that the Nursing department submitted paperwork to the Nursing Commission and the Department of Health for approval of virtual clinical and curriculum changes due to COVID-19. They received approval, and some students are completing preceptorship hours at clinical sites.

Computer Science Specialist Tom Willingham explained that Computer Science students are using simulations for hands-on hardware labs.

Math Instructor Sarah Bauer is hosting "coffee or tea with Mrs. B" over Zoom to offer connection time with students during the quarter.

5. Enrollment Status and Plan

Dr. Bryce Humpherys reported that enrollment is down 10% for spring quarter and 7.4% overall. Students are struggling and dropping classes; it is difficult to predict future enrollment levels. Usually when the economy is low, we see a boost in enrollment; however, COVID-19's future impact is unknown. Some graduating seniors may remain home in the fall and attend local community colleges. BBCC is preparing for summer and fall classes and opening Workforce education labs. Student Services staff are preparing to distribute the CARES Act funding for students. Staff and faculty are continuing to teach and coordinate online classes and services.

BBCC focused on evening and online services before COVID-19 became an issue, which helped prepare the college to serve students better now. Dr. Humpherys thanked faculty and staff for their incredible work responding to changing situations with delivery of instruction. The innovations being forged will help the college emerge stronger.

Trustee Jon Lane commented that state enrollments are down 10-30%, and our enrollment declines are on the low end. He complimented faculty and staff for their survey responses and asked about BBCC's response regarding equipment at home for employees. VP Humpherys reported that administrators have developed a checkout system for laptops, desk chairs, and other office equipment to assist employees. VP Kim Garza will share more about this during her Campus Community Action Plan (CCAP) update.

VP Humpherys reported there are concerns about students' success in online classes, and Starfish provides identification of students who are struggling and need additional

support. Staff are focused on students who will graduate in June, and the spring enrollment survey was modified to gather information about online classes and services.

Trustee Lane asked how the decision was made to deliver online classes in the fall and if the trustees should have been involved in the decision. VP Humpherys stated that students begin fall enrollment May 18 and advising for the fall is already occurring. The classes offered spring quarter were very quickly converted to online delivery, which had a strong disruptive impact on faculty preparations. Deciding to deliver fall instruction online at this point provides faculty time to convert their classes rather than dealing with disruption and uncertainty at the last minute. The early decision about online delivery in the fall provides faculty members as much notice as possible. They are not on contract over the summer and need to prepare now. If safety measures have changed, faculty members may decide to back off of online instruction and provide some classes face to face.

Trustee Thomas Stredwick asked about solutions for students with no Wi-Fi/computer access. VP Humpherys reported that we purchased additional laptops, and the library checked out laptop to students all quarter. The network access is a struggle, and BBCC is promoting areas with free Wi-Fi and hotspot access. The results of the spring survey will reveal how many students need broadband access. Trustee Stredwick offered to assist through the Grant County PUD and the Columbia Basin Foundation. VP Humpherys will request contact information for a Grant County PUD representative.

Trustee Stephen McFadden asked about personal protection equipment for students and staff (PPE). VP Humpherys stated safety measures may require face masks, coverings, gloves, goggles, face shields, depending on the program. If people maintain distance between each other, cloth face masks work. Nursing students may need N95 masks and face shields. College staff are developing a written plan for each program, specifying protective equipment, and prioritizing programs that need equipment. He said BBCC is balancing safety and resources; fear spreads faster than the virus, and we cannot compel an employee or student to return to campus if they do not feel safe.

6. Budget Status and Plan

VP Linda Schoonmaker reported that she will probably present a continuing resolution regarding the budget at the June 4, 2020, board meeting. There are indicators about budget reductions of \$1 to \$2.5 million for 2020-21. Running Start (RS) enrollment has increased, which provides a funding uptick. There will be increases in expenses such as payroll, tax rates, and utilities. Eliminating Sodexo food services expenses will conserve resources. VP Schoonmaker reported she is exploring a variety of options, including vending machines with fresh foods and food trucks for the residence halls.

7. Campus Climate Action Plan

VP Kim Garza reported there were 156 employee responses to the recent Pulse survey. The survey was designed to increase understanding about how employees are doing regarding working remotely and learn how administration can support staff and faculty.

Working remotely will continue to be an option for employees in the future. Employees shared concerns about equipment and technology needs, which were discussed at Cabinet. A checkout system was developed and Director of Library and eLearning Services Tim Fuhrman is providing laptops, monitors, etc. to help employees be successful at home. Classified staff shared discomfort with logs they are required to complete. VP Garza consulted supervisors, and many eliminated the log. She reported there is value in taking the temperature of the organization through a Pulse survey every six months to respond more quickly to issues. Trustee Lane asked about safety in remote workspaces, and VP Garza said the telework agreement addressed safety concerns.

8. Exceptional Faculty Award

VP Humpherys recommended approving the Exceptional Faculty Award (EFA) supporting math instructor Eric Fleming, who will use the award to develop an online math resource.

Motion 20-36

Trustee Jon Lane moved to approve the EFA in the amount of \$2,000 for Eric Fleming. Trustee Anna Franz seconded, and the motion carried.

9. BP1025 Statement on Equity, Inclusion, & Diversity

The board reviewed draft BP1025 during the meeting on March 12, 2020. Counselor MariAnne Zavala Lopez was available for questions.

Motion 20-37

Trustee Juanita Richards moved to approve BP1025 Statement on Equity, Inclusion & Diversity. Trustee Thomas Stredwick seconded, and the motion carried.

10. Commencement Update

Dr. Leas reported commencement was modified to a virtual ceremony due to COVID-19 restrictions. The vendor MarchingOrder will finalize videos and student submissions for the virtual ceremony. The usual commencement budget is \$2,000 but this year, the budget is \$18,000, which also includes providing caps and tassels, gifts and gift bags, and shipping. A virtual ceremony is equitable for students who live in other areas as they can also access the ceremony. Students have been informed about the ceremony. Big Bend Technology is working with MarchingOrder on security walls. Chair of the SBCTC Board Dr. Wayne Martin is our commencement speaker, and Director of Communication Matt Killebrew will videotape his speech. Other speakers will finalize scripts and videotape in the next few days. The Basic Education/Adult Education Graduates will participate in the virtual ceremony with the college graduates. The Nurses' Pinning ceremony will also be virtual with speakers and a slide show created by graduates.

At 2:45 p.m., Chair Stephen McFadden announced that the Board would adjourn to executive session for approximately 15 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 10 minutes, then 5 minutes, and then there was a 5-minute break. The meeting reconvened at 3:20 p.m. with no action taken.

11. Interim President

Board Chair Stephen McFadden reported that Dr. Leas will retire June 30, and Dr. Thompson Tweedy will begin August 17. There is need for an interim president to serve during the gap.

Motion 20-38

Trustee Thomas Stredwick moved to issue a contract to Dr. Leas to serve as president through August 16. Trustee Juanita Richards seconded, and the motion carried.

12. President's Onboarding

Board Chair Stephen McFadden shared there are two onboarding elements; onboarding with the communities and internal onboarding. Trustee Anna Franz highlighted the minor changes to the external onboarding document she shared during the March 12, 2020 board meeting, including an on-campus reception or online town hall the first week the new president is on campus. The trustees agreed to flex the plan to include activities in 30 days to one year rather than 30-90 days. The trustees will provide to Melinda names of the community members to enter in the onboarding plan.

VP Garza explained that internal onboarding includes orienting Dr. Thompson Tweedy as a new employee, trainings, and connecting her to the campus community. Director of Title V Grants and Orientation Workgroup Lead Tammy Napiontek is helping develop a transition guide. Dr. Leas and Dr. Thompson Tweedy will have transitional conversations.

Motion 20-39

Trustee Jon Lane moved to approve the President's Onboarding Plan. Trustee Juanita Richards seconded, and the motion carried.

13. Assessment of Board Activity

Trustee Thomas Stredwick attended two special board meetings (E-1).

Trustee Anna Franz attended two special board meetings and accomplished some committee work (E-1).

Trustee Jon Lane attended two special board meetings (E-1).

Trustee Juanita Richards attended two special board meetings (E-1).

Trustee Stephen McFadden attended two special board meetings (E-1, E-5), prepared two campus community updates (E-1, E-3, E-5, E-6), and reviewed the draft agenda with Dr. Leas (E-1). Trustee McFadden discussed contracts and interim president options with VP Garza (E-1, E-5) and coordinated trustee donations to the residence halls and Viking Food Pantry ((E-1, E-2, E-4).

14. Next Meeting

The next regularly scheduled board meeting is on June 4, 2020, at 1:30 p.m.

Motion 20-39

Trustee Thomas Stredwick moved to confirm the next meeting on June 4, 2020. Trustee Anna Franz seconded, and the motion carried.

15. Miscellaneous

Trustee Jon Lane shared that today is the national day of prayer.

Adjourned. 3:34 p.m.

Stephen McFadden, Chair

ATTEST:

Terry Leas, Secretary

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for information)

b. President's Activity Update

BACKGROUND

Highlights of President Leas' activities from April 20, through May 22, 2020.

Prepared by the President's Office.

RECOMMENDATION:

None.

President's Activity Log Highlights

Date	Activity	E-1 Mission	E-2 Student Success	E-3 Teaching Learning	E-4 Community Engagement	E-5 Integrity Stewardship	E-6 Inclusion Climate
4/20/20	WACTC COVID-19 Zoom Meeting	X					
	Zoom Board Meeting Training Session	X					
	VP Bryce Humpherys (Phone)	X	X	X			
	VP Kim Garza (Phone)	X	X		X		X
	Commencement Planning	X	X				
4/21/20	Cabinet/COVID-19 Planning Zoom Meeting	X					
	CWU Aviation Microsoft Teams Meeting	X		X	X	X	
	Title V Grant Director Tammy Napiontek (Phone)	X					
	Director of Transforming STEM Pathways Director Rafael Villalobos (Phone)	X	X	X			
4/22/20	WACTC COVID-19 Zoom Meeting	X					
	Executive Team Zoom Meeting	X					
	Executive Director of the Foundation LeAnne Parton (Phone)	X				X	
	Director of Communications Matt Killebrew (Phone)	X	X	X	X	X	X
4/23/20	Samaritan Healthcare Strategy & Finance Committee Zoom Meeting				X		
	Board Chair Phone Discussion	X					
4/24/20	WACTC COVID-19 Zoom Meeting	X					
4/27/20	WACTC COVID-19 Zoom Meeting	X					
	Review Board Agenda with Board Chair (Phone)	X					
	VP Bryce Humpherys (Phone)	X	X	X			
	VP Kim Garza (Phone)	X	X		X		X
4/28/20	Discuss Newsletter (Phone)	X					X
4/29/20	Executive Team Zoom Meeting	X					
	Rotary Zoom Meeting				X		

President's Activity Log Highlights

Date	Activity	E-1 Mission	E-2 Student Success	E-3 Teaching Learning	E-4 Community Engagement	E-5 Integrity Stewardship	E-6 Inclusion Climate
4/30/20	WACTC Zoom Meetings	X					
	Student Issue Zoom Meeting		X				
5/1/20	WACTC Zoom Meeting	X					
5/4/20	WACTC COVID-19 Zoom Meeting	X					
	Review Sociology Candidates' Information	X		X			
5/5/20	Cabinet/COVID-19 Zoom Meeting	X					
	Interview Sociology Candidate Zoom Meeting	X		X			
	Title V Grant Director Tammy Napiontek (Phone)	X					
5/6/20	Executive Team Meeting with Vice Presidents Zoom Meeting	X					
	Rotary Zoom Meeting				X		
	Executive Director of the Foundation LeAnne Parton (Phone)	X				X	
5/7/20	Board of Trustees Zoom Meeting	X					
	WACTC COVID-19 Zoom Meeting	X					
	Shared Governance Council Zoom Meeting	X					
5/11/20	WACTC COVID-19 Zoom Meeting	X					
	Commencement Planning Zoom Meeting	X					
5/12/20	Emergency Management Team Zoom Meeting	X					
	Aviation Partnership Zoom Meeting	X					
	Interview Sociology Candidate Zoom Meeting	X		X			
	Dean of Institutional Research Valerie Parton (Phone)	X					
5/13/20	Grant County EDC Executive Committee Zoom Meeting				X		
	WACTC COVID-19 Zoom Meeting	X					

President's Activity Log Highlights

Date	Activity	E-1 Mission	E-2 Student Success	E-3 Teaching Learning	E-4 Community Engagement	E-5 Integrity Stewardship	E-6 Inclusion Climate		
	Executive Team Zoom Meeting	X							
	Rotary Zoom Meeting				X				
	Interview Sociology Candidate Zoom Meeting	X		X					
	Director of Communications Matt Killebrew (Phone)	X	X	X	X	X	X		
5/14/20	Meet Commencement Speaker Dr. Wayne Martin (SBCTC Chair)	X	X						
	Transition Visit with Dr. Thompson Tweedy (Phone)	X							
5/15/20	WACTC COVID-19 Zoom Meeting	X							
	Emergency Management Team Zoom Meeting	X							
	Quarterly Information Zoom Meeting w/Employees	X					X		
5/18/20	WACTC COVID-19 Zoom Meeting	X							
	Exit Interview Zoom Meeting	X	X	X	X	X	X		
	Tape video for commencement	X	X	X	X		X		
5/19/20	Cabinet /COVID Zoom Meeting	X							
	Title V Grant Director Tammy Napiontek (Phone)	X							
	Tape video for Nurses' Pinning	X	X	X	X		X		
	Discuss Newsletter (Phone)	X					X		
	Director of Transforming STEM Pathways Director Rafael Villalobos ZOOM Meeting	X	X	X					
5/20/20	Grant County EDC Board Zoom Meeting				X				
	WACTC COVID-19 Zoom Meeting	X							
	VP Bryce Humpherys Zoom Meeting	X	X	X					
	Rotary Zoom Meeting				X				
	Foundation 990 Review Zoom Meeting	X			X	X			

President's Activity Log Highlights

Date	Activity	E-1 Mission	E-2 Student Success	E-3 Teaching Learning	E-4 Community Engagement	E-5 Integrity Stewardship	E-6 Inclusion Climate
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	Finalize Newsletter (phone)	X					X
5/21/20	Samaritan Healthcare Strategy & Finance Committee Zoom Meeting				X		
5/22/20	WACTC COVID-19 Zoom Meeting	X					

2019-20

End	This period	YTD (6/2020)
E-1 Mission	49	429
E-2 Student Success	15	111
E-3 Excellence Teaching/Learning	15	97
E-4 Community Engagement	17	131
E-5 Integrity & Stewardship	7	118
E-6 Inclusion & Climate	11	93

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for information)

c. Accreditation

Northwest Commissions on Colleges and Universities (NWCCU) notified Big Bend Community College, that Dr. Stacey Sherwin, Director of Institutional Effectiveness, Salish Kootenai College, Pablo, Montana, will chair the Evaluation of Institutional Effectiveness visit to Big Bend Community College on October 12-14, 2020. The Commission currently plans to conduct the visit in person but is leaving open the possibility of conducting the visit virtually if needed.

As required by the new NWCCU standards, BBCC is identifying peer colleges both regionally and nationally to make comparisons of student achievement measures. The measurements include persistence - defined as progress to degree, retention, completion, and progress after degree. These measurements are to be disaggregated when possible by gender, race/ethnicity, age, and economic status.

Darby Kaikkonen, Policy Research Director, State Board for Community and Technical Colleges has provided BBCC with the data set which will allow us to make a comparison with regional peers. This would not have been possible without the SBCTC's help, especially given the short turnaround time with the new standards.

Nationally we are identifying peer colleges of similar size, Hispanic student population, degree of urbanization, and that come from a geographical cross-section of the country.

Prepared by VP Bryce Humpherys and Dean Valerie Parton.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for information)

d. Student Success

Vice President Bryce Humpherys had collaborative discussions with the Grant County PUD about expanding the number of drive-in hotspots throughout Grant County. He shared preliminary feedback from the Spring Enrollment Survey of Students identifying areas of need as well as making some rough projections about how many BBCC students could benefit from drive-in hotspots.

BBCC began holding in-person laboratory classes for the Automotive, Aviation Maintenance, Industrial Systems Technology, and Welding programs on May 18. We added classes in the Aviation Flight and Commercial Driver's License programs during the week of May 25. We are awaiting further guidance from the State Board around safety protocols we will need to follow in our classes during Phase 2 and Phase 3 as well as other areas of the campus.

Prepared by VP Bryce Humpherys and Dean Valerie Parton.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for information)

e. Assessment

Faculty will complete their annual assessment reports by the end of June. This is an essential component of the accreditation process where we must demonstrate continuous improvement efforts based on assessment of student learning practices.

Individual Departments will also complete their department evaluations for the 2019-20 academic year and set goals for the 2020-21 academic year. The department evaluations are another demonstration of our continuous improvement efforts.

Prepared by VP Bryce Humpherys and Dean Valerie Parton.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/2020

ITEM #2: CONSENT AGENDA (for information)

f. Finance & Administration Update

ctcLink Update: DG5 Kick-off with a broad overview of the upcoming schedule was conducted Tuesday, May 26. Thursday afternoon another meeting to provide detailed reporting requirements for progress from each college in DG5.

SAO Federal Grants Attestation update: The attestation is complete, and we had the exit yesterday.

Operating Budget 2020-21: Lots of unknowns; drafting various plans from “we get it all” to the extreme “we get NO new monies AND we take a ~~20%~~ 30% cut to the monies we received in 2019-20.”

Ongoing Capital Projects:

Workforce Education Center (New Building): Continuing work on concrete floors and punch list items for both floors.

Aviation Maintenance Technology (New Building): Interior work continues.

Wallenstein Review for Updating/Renovating: Pending capital budgets for FY 2020-21.

Various Roofs: Contractors on site now installing pre-work roofing.

Concrete and Asphalt work for ADA: Only repair patching remains for removal of some obelisks in front of 1400.

History:

Workforce Education Center (WEC) *formerly Professional Technical Education Center* (New Building)

5/7/2020: Contractors working on 2nd floor concrete issues, and punch list items on both floors continues.

3/12/2020: Work on 2nd floor and punch list items on 1st floor continue.

2/14/2020: Work on 2nd floor and punch list items on 1st floor continue.

01/09/2020: We will have full first floor occupancy for Winter Quarter class start on January 6th!

11/14/2019: New furniture begins arriving November 12-15. Discussion with DES and Lydig (construction co) begins on dates for completion.

10/10/2019: While the building has an occupancy permit for portions of the first floor, and did open to students in 7 classrooms and 2 labs, the first floor is not complete. Classrooms and labs will be completed during the Fall quarter, and move in dates for programs will begin in early December for full occupancy beginning Winter quarter in January. New furniture will begin arriving in mid-November. Demolition of 3300 begins—all hazardous materials have been removed.

6/6/2019: Remains on Schedule. While still pouring cement on the east side, the west side is getting some drywall, mudding, and even painting.

4/3/2019: Remains on Schedule. Rapidly taking shape. Roof decking on in some places. Storefronts going in.

3/14/2019: Construction site closed for the week of Feb 11th for weather related issues. Still on the original completion date as days were built into the construction schedule for such weather related events.

1/31/2019: The building continues to grow with rooms taking shape!

12/20/2018: On schedule. Structure taking shape now, and you can see the “bones” of the building.

11/15/2018: Project on schedule. More structural steel erected; Cement and Cement Masonry Unit (CMU) walls are being erected; most ground floor slabs poured; visible progress reflected every day!

10/15/2018: Project on schedule. One cement interior wall poured, another being prepared for pour; a few pieces of structural steel erected; some slabs poured this week. Exciting to watch!

8/9/2018: Permitted. Footings and some stem walls being poured. Mechanical and Electrical contractors on site now. Day 84 out of 480 and On Schedule.

6/7/2018: Notice to Proceed issued May 18, 2018—total project is to meet ‘substantial completion’ in 650 days. Waiting for Grant Co permit, fence is up and both Lydig Construction & Apollo construction trailers on site. Construction cost approx \$300 per sq ft.

4/12/2018: Construction Bid Opening April 11, 1:05pm.

3/08/2018: Building plans are currently under review at the Grant County Planning Department and water/sewer connections are under review with the City of Moses Lake. The BBCC Foundation has been working with a consulting company on a feasibility study for raising funds for the project.

01/17/2018: The architects are preparing the plan package for submission to the Planning Department of Grant County for their review.

Aviation Maintenance Technology (New Building):

5/7/2020: Roof is on, Drywall going up along with taping and painting of the interior.

3/12/2020: Reviewing plans for occupancy move after graduation in June.

2/14/2020: Reviewing electrical outlet placements/additional needs for new equipment with instructors and electrical engineer.

01/09/2020: We have masonry walls at over 12 feet high on all sides!

Wallenstein Review for Updating/Renovating:

5/7/2020: Submitted the safety and electrical issues as our Minor Works Program project for 21-23 biennium. Will see how capital funding shakes out due to known revenue shortfalls for the state.

3/12/2020: Reviewing the architect’s assessment and recommendations for improvements to the functions of the theater spaces.

2/14/2020: Reviewing the architect’s assessment and recommendations for improvements to the functions of the theater spaces.

01/09/2020: Architect provided building assessment and recommendations for renovation. There are some safety issues with electrical power and theater lighting needing to be addressed.

11/14/2019: Waiting for Notice to Proceed (NTP).

10/10/2019: DES has engaged an architectural firm to review the building and provide us with a ‘laundry list’ of items to be attended to and in which order.

Various Roofs:

5/7/2020: Waiting for Notice to Proceed. Hope to start work mid-May.

3/12/2020: Waiting for RFP to close.

2/14/2020: Expecting to place the RFP out for Bid this month.

01/09/2020: Creating the Request for Proposal (RFP), expecting to advertise in February.

11/14/2019: Hazardous materials survey completed architectural review/design in process.

10/10/2019: Architect engaged for describing the specific work for an RFP.

Concrete and Asphalt work for ADA:

5/7/2020: Concrete work is almost complete.

3/12/2020: No update (don't know how update was missed)

2/14/2020: Concrete work to commence in the spring.

01/09/2020: Asphalt work is completed; concrete work to commence in the spring.

11/14/2019: RFP completed. Contract has been awarded. Scheduled work for springtime.

10/10/2019: RFP in draft form for additional concrete sidewalk and access ramp repair work.

Prepared by VP Schoonmaker.

RECOMMENDATION: None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for action)

g. Human Resources

BACKGROUND:

Recruitment & Selection:

Dr. Suzanne Reilly accepted the position of Sociology Instructor. This is a full-time, tenure-track position replacing Dr. Ryann Leonard who will be leaving Big Bend at the end of the academic year.

Erika Armengol and David Timofeyev accepted Educational Planner positions in the Open Doors program. Erika and David have been working as interim Educational Planners. They will transition to their positions effective May 16.

The following search is in process with an expected completion by the end of the academic year:

- Director of Health Education Programs

The following searches are on-hold. The college will repost the positions later this year.

- Business/Accounting Instructor, tenure-track – Fall Quarter 2020
- Director of Basic Education for Adults (BEAdA) – June 2020
- Disability Services Coordinator – June 2020
- English Instructor, tenure-track – Fall Quarter 2020
- Instructional Design Specialist – June 2020
- Math Instructor, tenure-track – Fall Quarter 2020

Retention:

There was one separation in May – 1 Other Job. The year-to-date turnover rate is 2.077%. Our goal for 2020 is to have a turnover rate less than 12%.

Additional Items:

Human Resources/Payroll participated in the ctcLink Deployment Group 5 meeting held on May 26, 2020.

VP Garza, the college's Title IX Coordinator, is reviewing new Title IX regulations released by the Department of Education. The new regulations are scheduled to take effect on August 14, 2020. VP Garza will work closely with Jason Brown, AAG and Andre Guzman, Dean of Student Services to implement changes to college policies, procedures, and student conduct code.

The HR Office is preparing for a change to our online training platform. The community and technical college system contracts with EverFi for the distribution of online learning courses through LawRoom and Campus Clarity. EverFi is migrating to Foundry. Training for the new Foundry platform occurred on May 28, 2020.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for information)

h. Enrollment Report

BACKGROUND:

As of May 26, 2020, spring headcount was 2,208 and state-funded FTEs were 1,132 (a 16.2% and 13.2% decrease, respectively, from this time last spring). Total FTEs were also down from last year (a 2.2% decrease). Decreases were seen across all areas: Academic/Transfer, Occupational or Workforce Education, and Basic Education for Adults. Decreases in spring enrollment across the state Community and Technical College system have been reported to range from 10% to over 30%.

The tuition amount budgeted for 2019-2020 is \$4,000,000. As of April 30, 2020, we have collected \$3,832,855 or 95.8% of the budgeted amount. As of April 30, 2019, we had collected \$3,816,860 or 95.4%.

TUITION COLLECTION REPORT

	<u>2019-20</u>	<u>2018-19</u>
Annual Budget	\$ 4,000,000	\$ 4,000,000
Total Collections as of April 30	3,832,855	3,816,860
As a % of annual budget	95.8%	95.4%
Left to collect to meet budget target	\$167,145	\$183,140

Prepared by Registrar Starr Bernhardt and Executive Director of Business Services Charlene Rios.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for information)

i. Safety & Security Report

April 2020 Campus Safety Report

Campus Safety's Promise: Excellent Customer Service by Nice People,
Candid and Transparent Communication, Your Safety Comes First.

#StudentReady

Three staff members completed the very first Washington State virtual FEMA ICS300. This training helps prepare them to fulfill the Section Chiefs positions on the college's Emergency Management Team. The college now has five staff members trained in ICS300: Kyle Foreman, Charlene Rios, Kim Garza, Linda Schoonmaker, and Angela Garza.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for information)

j. ASB Report

BACKGROUND:

The Activities Office has been busy with commencement preparation, working on outstanding students, faculty and staff awards, interviewing and hiring next year's ASB Officers, and initiating the annual S&A Budget process. Eight students applied for five positions and interviewed before the ASB Selection Committee, which comprised of four randomly selected students, one faculty member and one full-time staff member, with the Director of Student Programs serving as the chair. Interview results include 2020-21 ASB President, Savana Stephenson; Vice President, Marianna Hernandez-Brito; Programming Director, Max Boruff; Secretary Colton Reynolds; and returning Public Relations Officer, Kelsey Sorenson.

ASB Virtual Activity Log

Date	Forum	Post	People Reached	Post clicks	Reactions, Comments & Shares
5/14/2020	FB	Commencement/Marching Order Reminder	210	8	4
5/14/2020	FB	Decorated Grad Cap Contest Reminder	1600	39	40
5/12/2020	FB	Virtual Talent Show (Canceled due to lack of participation)	62	2	1
5/11/2020	FB	ASB Officer Hiring Notice Reminder	901	23	19
5/4/2020	IG	Quarantine Art Competition			22
4/29/2020	FB	Graduation Email notice	1100	32	29

ASB Officers and Programmers completed weekly leadership assignments, which included viewing Ted Talks on leadership, acts of service and watching motivational leadership movies. All of these activities required a reflection piece. They also received detailed instruction from our Student Activities Program Assistant, Sarah Schutt, on setting up their LinkedIn profile, as well as creating a master resume and then customizing it to apply for a specific job.

ASB gave Egg Hunt Prizes to the Nursing Students who were on campus attending class last Thursday. We also plan to give away the candies, which were in the eggs we had stuffed before leaving campus in March, to the students in AMT and WEC bldg. in the next week.

Officers were also involved with campus committees and their weekly Executive meetings.

Prepared by Director of Student Activities Kim Jackson.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for information)

k. Foundation Report

BACKGROUND:

The Foundation has secured pledges to date for the Building Tomorrow's Workforce Capital Campaign of \$3,013,052. We are currently at 80.3% of goal. Regrettably, Mitsubishi has to forgo their commitment to our Capital Campaign. Due to COVID-19, we have suspended the calls on the campaign.

The Foundation has awarded the majority of 2020-21 scholarships. We will award the last few scholarships in August.

Executive Director of the Foundation LeAnne Parton has been evaluating the emergency scholarship applications for our students who did not qualify for the CARES Act. We have had a 245% increase in the number of applications from winter quarter through May 19.

The Foundation submitted a grant to the Columbia Basin Foundation for \$2,000 on May 20, for the Food Pantry.

Dr. Leas and Executive Director Parton presented information on the WEC capital campaign and the Foundation to the Moses Lake Rotary on May 27.

Prepared by Executive Director of the Foundation LeAnne Parton.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #2: CONSENT AGENDA (for action)

I. Classified Staff Report

BACKGROUND:

Our classified staff continue to support the college and students remotely and on-campus during the extension of the Stay Home Stay Healthy order.

The Custodial crew did a wonderful job hanging posters in preparation of the return of students to several Workforce Education programs. The following classified staff have served as building and classroom monitors enabling students to complete lab requirements this spring.

- Cassandra Torres, Program Assistant
- Theresa Curran-Sweeney, Library & Archives Para Pro 4
- Chandra Rodriguez, Alumni & Development Coordinator
- Angela Weber, Early Childhood Specialist 3

Classified staff continue to serve on screening committees:

- Director of Health Education Programs Committee – Heidi Bratsch, Program Assistant
- Educational Planner Committee – Chandra Rodriguez, Alumni & Development Coordinator
- Director of BEdA – Elise Warren, Program Specialist 2

Jennifer Starr, Program Specialist 2, received recognition for 5 years of service to Big Bend in April 2020.

Classified staff continue to log hours for training including webinars, conferences, and professional development. Karen Girone, Program Assistant, reported she completed two PeopleSoft Fundamentals courses in May.

Robin Arriaga, HR Consultant 1, has been working closely with employees who were victims of fraudulent unemployment claims. Robin learned how to navigate the ESD online employer portal to reduce the delay in learning of fraudulent claims.

Tacoma Community College will host the 2020 STTACC conference on August 25-26. The conference will be held virtually which will allow greater participation by our classified staff.

We are grateful for the continued contributions of classified staff to the success of the college and our students.

Prepared by Kim Garza.

RECOMMENDATIONS:

None

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #5 Enrollment Status & Plan (information)

BACKGROUND:

Vice President Humpherys will provide a summary of enrollment changes resulting from the COVID-19 pandemic, potential implications for next year, and actions the college is taking to address enrollment concerns.

Prepared by VP Humpherys.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #6 Budget Status & Plan (information)

BACKGROUND:

Vice President Linda Schoonmaker will provide a perspective on the budget situation.

Prepared by the President's Office.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/2020

ITEM #7: 2020-21 Spending Authority (for action)

BACKGROUND:

Due to the COVID-19 Pandemic and the WA State of Emergency declaration, all state agencies have been directed by the Governor to be prepared for significant budget reductions to the state-allocated portion of operating budgets for Fiscal Year 2020-21. While we await the Economic Forecast Council's projections for revenue and further direction from the Governor, the initial operating budget allocations for Fiscal Year 2020-21 from the State Board for Community and Technical Colleges cannot be relied upon to create the college's operating budget for the upcoming fiscal year. The college is taking some immediate measures, such as freezing non-essential vacant positions and reducing travel, to lessen operating expenses as we start to plan for the new fiscal year. Therefore, we ask the Board to approve spending authority to expend operating funds on and after July 1, 2020, at a level not to exceed the same level as approved by the Board of Trustees for 2019-20. This spending authority is to be in effect until action is taken by the Board of Trustees authorizing the 2020-21 operating budget.

Prepared by VP Schoonmaker.

RECOMMENDATION:

President Leas & VP Schoonmaker recommend the Board approve spending authority at the 2019-20 levels until the Governor's office has completed its budget reduction determination and the Board of Trustees authorizes the 2020-21 operating budget.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM: #8 Campus Climate Action Plan (information)

BACKGROUND:

The college continues to work towards completion of tasks under the Campus Climate Action Plan. Current work includes:

- The college recently approved a new orientation and onboarding procedure utilizing recommendations from the Onboarding & Orientation Workgroup. Follow-up work includes converting existing new hire documents to fillable forms, creating a peer mentor program, and revising new employee survey questions and survey dates.
- The college has been unable to host the monthly birthday and service anniversary celebration. In April and May, vice-presidents recorded birthday greetings to email to employees with birthdays. Service awards and certificates were placed in gift bags along with a note and candy bar and delivered to each recipient's home, utilizing contact-less delivery.
- President Leas conducted a quarterly information meeting via Zoom for all faculty and staff.
- Dr. Allison Palumbo conducted a training session via Zoom entitled, "*Everything you need to know about sex, gender, and orientation but were afraid to ask...*"
- In response to the recent Pulse Survey, the college provided access to equipment for employee use during remote work. Equipment included additional monitors, headsets, webcams, document cameras, chairs, and general office supplies. Special thanks to the Bonaudi Library for utilizing their check-out process and drive-up delivery to get needed equipment to faculty and staff.
- The college also made a decision to forego completion of the daily remote work log by classified staff. After gathering feedback from staff and supervisors, it was determined there were other more effective mechanisms in place to ensure accountability while working remotely.

Prepared by VP Kim Garza.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #9: 2020 Mission Fulfillment Monitoring Report (action)

BACKGROUND:

The [2020 Mission Fulfillment Monitoring Report](#) will be presented for approval.

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RECOMMENDATION:

President Leas and VP Bryce Humpherys recommend the trustees approve the 2019-20 Mission Fulfillment Monitoring Report.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM: #10 Interim President Agreement (action)

BACKGROUND:

The board will discuss the terms and conditions of the president's employment contract for the interim period of July 1, 2020 to August 16, 2020.

Prepared by VP Kim Garza.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM: #11 Presidential Evaluation (information/action)

BACKGROUND:

The board may discuss the president's evaluation.

From BP1000:

"Each June the board will conduct a formal evaluation of the President. This evaluation will focus on the monitoring data on Ends and Executive Limitations policies provided during the intervening year. However, the board's evaluation may also include pre-determined criteria based on the board's expectations of the President's performance so long as such criteria have been specified one year in advance of the evaluation.

- A. *A tool to be used in the evaluation of the president is a focus group of community leaders from across the college district, to discuss college accomplishment of board End's statements. Prior to the conduct of the focus group the board will discuss and select any specific questions they wish introduced to the focus group dialogue directly related to the president's job description and/or Executive Limitations in addition to those based on the End's statements.*
- B. *The board will discuss the Academic Master Plan report results, Executive Limitations information and focus group conversations with the president in executive session.*
- C. *The results of the evaluation will be reported in open meeting with any necessary action to occur at that open meeting."*

Prepared by the President's Office.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #12: President's Onboarding (information/action)

BACKGROUND:

During the May 7 board meeting, the board approved the new president's onboarding plan. The trustees may discuss the onboarding process for the successful presidential candidate. VP Garza may share the internal onboarding plan.

Prepared by the President's Office.

RECOMMENDATION:

None.

Big Bend Community College – Presidential On-Boarding

Before Arrival	<ul style="list-style-type: none"> • Board Chair emails greeting/introduction including overview of onboarding process.
Week One	<ul style="list-style-type: none"> • Board Chair meeting to review job description, presidential evaluation process, and policy governance model. • Board hosts welcome reception for President.
Week Two – 30 Days	<ul style="list-style-type: none"> • Board Chair check in meeting. • Board retreat to discuss governance, expectations, goals. • Begin stakeholder meetings in service district communities. • Individual Trustees to provide introductions to civic organizations and legislators.
30 Days – 1 Year	<ul style="list-style-type: none"> • Monthly Board Chair check in meeting. • Continue stakeholder meetings in service district communities. • Leadership training with President and Board. Will coordinate with Linda Seppa Salisbury on timing. • Board Presidential evaluation at end of first year. • President and Trustee participation in ACT conferences.

Service District Community Stakeholder Groups

Moses Lake	School District	
	Government	
	Industry	
	Civic Orgs	
Quincy – George	School District	
	Government	
	Industry	
	Civic Orgs	
Othello – Warden	School District	
	Government	
	Industry	
	Civic Orgs	

Ritzville – Lind – Washtucna	School District	
	Government	
	Industry	
	Civic Orgs	
Mattawa	School District	
	Government	
	Industry	
	Civic Orgs	
Ephrata – Soap Lake	School District	
	Government	
	Industry	
	Civic Orgs	

Royal City	School District	
	Government	
	Industry	
	Civic Orgs	
Grand Coulee Dam Area	School District	
	Government	
	Industry	
	Civic Orgs	
Wilson Creek - Odessa	School District	
	Government	
	Industry	
	Civic Orgs	

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM: #13 Board Retreat (information/action)

BACKGROUND:

The board will discuss the board retreat scheduled on August 27, 2020. The 2019 board retreat agenda is included for reference.

Prepared by the President's Office.

RECOMMENDATION:

None.

**Board of Trustees Study Session
Board Self-Evaluation
Big Bend Community College
Masto Conference Center
Thursday, August 8, 2019**

		<p style="text-align: right;">Reference (Page)</p>
<p>9:00</p>	<p>Item #1: Employee Focus Group (Clark) Report Progress Moderator/Presenter: Consultant Linda Seppa Salisbury Outcome: Update</p>	<p>Mission, Vision, Values, Core Themes & Ends Statements (1)</p> <p>Campus Activities (4)</p>
<p>10:15</p>	<p>Break</p>	<p>2019 Monitoring Report on Mission Fulfillment (60)</p>
<p>10:30</p>	<p>Item #2: Strategic Plan & Institutional Priorities Moderator/Presenter: President Terry Leas Outcome: Identify and prioritize red/yellow flags, (areas of concern). Identify study session topics.</p>	<p>2019 Mission Fulfillment Workbook (78)</p> <p>2017-20 Strategic Plan (168)</p> <p>FTE Trends Charts (7)</p> <p>Trustee Onboarding/Orientation Schedule (10)</p> <p>Cyclical Board Calendar (14)</p>
<p>noon</p>	<p>Lunch</p>	<p>Effective Board Governance: Who Does What Drs. Cindra Smith & Walter Packard</p>
<p>12:45</p>	<p>Item #3: Trustee Onboard/Orientation Moderator/Presenter: Trustee Thomas Stredwick Outcome: Trustee onboarding process</p>	<p>2019 ACT Spring Conference PowerPoint (41)</p> <p>Policy Governance & By Laws (209)</p>
<p>1:15</p>	<p>Item #4: Board Self-Evaluation Moderator/Presenter: Board Members Outcome: Identify self-evaluation points for statement to be written for October 10 board meeting. Identify study session topics.</p>	<p>Policy Governance and Board Eval Sheet (21) for trustee use only, not to be turned in</p> <p>2018-19 Board Goals (16)</p> <p>2018-19 Board Activities Log (17)</p> <p>2018-19 Board Motions Log (18)</p>
<p>2:15</p>	<p>Break</p>	<p>Dec. 20, 2018, Board Self-Evaluation Statement (40)</p>
<p>2:30</p>	<p>Item #5: President's Evaluation Process Moderator/Presenter: VP Kim Garza Outcome: Confirm or revise president's evaluation process</p>	<p>Oct. 15, 2018, Study Session/Retreat Meeting Minutes (36)</p> <p>Diversity, Equity, and Inclusion Statement (35)</p>
<p></p>	<p></p>	<p>President's Evaluation Process 6/6/19 Agenda (32)</p>

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #14: Assessment of Board Activity (for information)

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.

Board Goals

1. Conduct a successful search for the next BBCC president. Ensure effective onboarding and orientation of the new president upon arrival on campus. Develop goals for the president's first year of service.
2. Be actively engaged and monitor the progress of the Campus Climate Action Plan. Ensure the president has the tools and means to lead the campus community as it improves climate for students, staff and faculty.
3. Develop and implement an improved system for monitoring Board effectiveness that includes establishing an annual checklist for monitoring the overall performance of BBCC.

It is requested that the trustees submit their self-evaluation trustee activity report via email to Melinda.

(Adopted during November 14, 2019 Board Meeting, revised January 9, 2020.)

RECOMMENDATION:

None.

Trustee Activity Report

Core Themes	Mission	Student Success	Excellence in Teaching & Learning	Community Engagement		
<h1 style="font-size: 48px; margin: 0;">Activity</h1> <p style="font-size: 12px; margin-top: 10px;">(Briefly describe and check which End(s) your activity supported)</p>	E-1 Mission Deliver lifelong learning	E-2 Student Success Provide access, assist completion, develop skills	E-3 Excellence in Teaching & Learning Support innovation, creativity, high academic standards; professional development	E-4 Community Engagement Support economic development	E-5 Integrity & Stewardship Responsible, prudent resource management	E-6 Inclusion & Climate Welcoming to all
1.						
2.						
3.						
4.						
5.						

BIG BEND COMMUNITY COLLEGE

Date: 6/4/20

ITEM #15: Next Regular Meeting (information)

BACKGROUND:

The board retreat is scheduled on August 27, 2020. The next regular board meeting is scheduled on Thursday, October 1, 2020.

Prepared by the President's Office.

RECOMMENDATION:

President Leas requests that the Board confirm the date of the upcoming meeting.

BIG BEND COMMUNITY COLLEGE

Date: 5/7/20

ITEM #16: Miscellaneous (information/action)

BACKGROUND:

President Leas and the trustees may discuss miscellaneous topics.

This is also an opportunity for trustees to discuss agenda items for future meetings.

Upcoming Trustee Events:

ACT Event Schedule:

2020 ACCT Congress is **September 30- October 3**, Chicago, Illinois

2020 Legislative Action Committee Retreat is **November 12**, Hilton Seattle Airport & Convention Center, SeaTac (Veterans Day falls on Wednesday, November 11th)

2020 ACT Fall Conference is **November 13**, Hilton Seattle Airport & Convention Center, SeaTac

2021 ACT New Trustee Orientation (during the day) and Transforming Lives Award Dinner are **January 25**, RL Hotel, Olympia, WA

2021 Winter Legislative Conference is **January 26**, RL Hotel; Olympia, WA

2021 ACCT National Legislative Summit is **February 7-10**, Marriott Marquis; Washington D.C.

In addition the 2022 ACT Transforming Lives Award Dinner and Winter Conference is scheduled for **January 24-25** at the RL Hotel in Olympia.

Prepared by the President's Office.

RECOMMENDATION:

None.