

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held a Special Meeting Thursday, August 11, 2016, at 1:00 p.m. in the ATEC Hardin Community room in Building 1800 on the Big Bend Community College campus.

1. Call to Order

Present: Anna Franz
Jon Lane
Stephen McFadden
Juanita Richards

Board Chair Anna Franz called the meeting to order. President Leas explained that monitoring reports fulfill accreditation requirements, provide information for Achieving the Dream assessments, and inform local decision making. Institutional Research gathers data and provides a survey to trustees and employees; the results are used to complete the monitoring reports. Survey response rates for each of the campus groups was shared: Admin/Exempt Staff 26%, Classified Staff 13%, Full-time Faculty 13%, Part-time Faculty 1%, and Trustees 40%.

Trustee Franz discussed the importance the survey responses play in accreditation and assessments. She suggested the trustees set an example by increasing their survey response rate to 100%. The trustees discussed ideas to raise the rate such as sending reminders to trustees or a follow-up phone call from Starr to encourage the trustees to complete the report. The chair can be notified after the follow-up call if the survey rate is not 100%. The Trustees expressed satisfaction with the quarterly report system.

Dr. Leas noted that Board self-assessment conversations like this are more substantive to discuss effectiveness in participation rather than reporting individual activities.

Board member Stephen McFadden asked Faculty Association President Kathleen Duvall about part-time faculty survey participation. Ms. Duvall explained that part-time faculty are not on campus as often and do not participate as much as full-time faculty. Scheduling surveys well in advance is very helpful for planning and may increase participation rates.

Dr. Leas stated faculty input is very important to improving student outcomes. Faculty Association President Duvall stated it is important for faculty to hear that their good work is making a difference.

Adjourned at 1:13 p.m.

ATTEST:



Terrence Leas, Secretary



Board Chair Anna Franz