

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held a Special Board meeting (Retreat) Thursday, August 31, 2023, at 9:00 a.m. in person.

Present: Anna Franz
Gary Chandler
Bethany Martinez
Amy Parris
Juanita Richards

1. Tenure Process

The trustees discussed the probationary review information they receive to ensure best practice and consider improvement ideas. The committees' feedback is helpful and the trustees requested more comprehensive information specifically regarding the surveys.

President Tweedy referenced the revised probationary tenure process that Pierce College presented at the an ACT Conference, which is centered around equity, inclusion, and diversity. Pierce College's revised tenure process includes less focus on content expertise and more on instructors' teaching philosophies. Faculty and administrators at Pierce College reported they shared their teaching philosophy videos in a more authentic way, videos, audio, or written determined by faculty preference. During the ACT Conference, Trustees from Pierce College stated trustees felt they were getting holistic information, perspective and points of contact embedded throughout the process. The trustees felt that they knew the candidates due to their presentations throughout the year.

VP Humpherys reported there is a mutual desire to provide helpful information in the probationary review process. Many elements of the probationary review process are codified in the negotiated agreement. A workgroup of three faculty members and three administrators has been working on better alignment between probationary faculty member's criteria/standard detailed in the negotiated agreement and data collected.

Probationary review committee evaluation standards (criteria) from the 2022-24 Negotiated Agreement (page 74) are included here because they were referenced during the meeting even though not shared in detail:

- 1. The probationer's instructional skills.*
- 2. The probationer's relationship with students.*
- 3. The probationer's relationship with faculty.*
- 4. The probationer's relationship with administration.*
- 5. The probationer's knowledge of the subject matter they are charged with teaching.*
- 6. Probationer's action toward professional improvement.*
- 7. Probationer's adherence to appropriate guides and specific objectives in meeting institutional goals, as determined in consultation between the faculty member,*

appropriate administrator, and faculty representative from the probationary review committee.

The work group developed a philosophy of quality teaching statement, reviewed survey instruments and vetted questions through the draft statement. They also developed a draft of the instrument to pilot this fall with tenured faculty who are not part of the review process.

Faculty Association President Dr. Tyler Wallace reported the workgroup is focusing on one piece of the tenure process rather than revamping the whole process at once. They focused on quality teaching and how to assess, specifically the instructional skills based on research around historically underrepresented groups.

Trustees shared their specific concerns about the probationary tenure review process for example are the criteria/standards current, how are the criteria/standards measured, and how to ensure the review process is less subjective and based on evidence around student outcomes. The administrative summaries and student comments are very helpful. Key descriptors and qualitative information are important to the process.

Board Chair Anna Franz asked about what the faculty members want trustees to know. Dr. Wallace responded that faculty members are also frustrated with the process and appreciate focusing on making changes. Faculty have hope around potential revisions and want trustees and administration to continue trusting them with improvements. There is concern and synergy on all sides of the process and a renewed focus on improvements for all stakeholders. The group discussed regular tenure process review updates to the board, next update could be in the spring. President Tweedy thanked VP Kim Garza, Faculty Association President Tyler Wallace, and VP Bryce Humpherys for being present during this portion of the retreat. VPs Bryce Humpherys, Kim Garza, and Faculty Association President left the meeting.

At 11:00 a.m. Board Chair Anna Franz announced a 5-minute break. The meeting reconvened at 11:05.

2. Diversity, Equity, and inclusion Discussion

Board Chair Anna Franz presented information on Diversity, Equity, and Inclusion using the definition of diversity from Board Policy 1025.

- **Equity:** *full and fair access to resources, opportunities, and services.*
- **Inclusion:** *the creation and maintenance of an accepting environment where all have equitable opportunities and support.*
- **Diversity:** *individual, group, and social differences in cultures, expectations, backgrounds, opinions, and values, all of which enrich our shared community.*

Success rates for historically underserved groups (HUGS) continue to need improvement. Trustees discussed unconscious/implicit bias from the *Blindspot* book by Mahzarin Banaji and Anthony Greenwald.

Dr. Tweedy shared about the cliff notes of Dr. Gina Garcia's book *Becoming Hispanic-Serving Institutions; Opportunities for Colleges and Universities* and Dr. Garcia's presentation at Fall 2022 In-Service. Following revisions to the Vision, Mission, and Guiding Principles through the strategic planning process, President Tweedy set the 2022-23 theme as the first Guiding Principle *Honor our Role as a Hispanic-Serving Institution (HSI)*. Big Bend applied for and received several grants and funding for TRiO, Workforce Education Services (WES), and Dr. Tweedy continues to lead efforts toward servingness in Big Bend's HSI efforts. There are pockets of servingness around campus such as TRiO, WES, Basic Education for Adults (BEA) that providing belongingness to students from Hispanic heritage.

ESCALA, translates as thriving in Spanish, is an educational program offered to faculty and staff across the campus. The program requires participants to question how they are serving Hispanic students based on evidence and then to choose a process or practice to improve and measure. President Tweedy reported that the theme for the 2023-24 year is the second Guiding Principle *Advocating for DEI*. Some of the activities to move this theme forward include holding the first Shared Governance Council Retreat, reviewing and revising leadership competencies to include DEI foci, and growing a culture of belonging through culturally affirming spaces, including bilingual signage. The Committee on Equity, Inclusion, and Diversity is working on defining "culturally affirming" and how to create space for it. Employee and student surveys will measure accomplishment.

Trustees expressed appreciation of the 2023 graduation ceremony being bilingual. Discussed the different labels such as LatinX, Hispanic, and Mexican. The Latin community is large and diverse with different identify preferences.

The group discussed the current counseling model and the need for funding to improve it. Advising and belonging are both very important. Trustees emphasized that bilingualism is valued.

Board Chair Anna Franz announced a 40-minute lunch break at 12:40 p.m. The meeting resumed at 1:20 p.m.

3. President's Self Evaluation

Dr. Tweedy provided highlights of her accomplishments by Ends statements. The Mission Fulfillment report is also evidence for the president's evaluation. The regional tech hub application stemmed from conversations between President Tweedy and Senator Cantwell and have the potential to accelerating the pace for students to learn skills to be employable with new industry coming in to Moses Lake. President Tweedy also shared Big Bend's robust English Language Acquisition (ELA) offerings in communities. The grants Big Bend has applied for and received move the work forward are all strategically scaffolded into the entire campus. She stated it is important to serve communities and community feedback is helping Big Bend serve better. Programs of note that are performing HSI work include TRiO Upward Bound (UB), TRiO Student

Success Services (SSS), and WES. WES director Yolanda is being nominated for the Northwest Commission on Colleges and Universities Beacon Award for the departments work with HUGs and their outcomes.

Dr. Tweedy stated she is investigating how to develop new residence halls to serve students better. The trustees stated they had no concerns about the Ends being accomplished.

At 2:26 p.m. Board Chair Anna Franz announced that the Board would adjourn to executive session for approximately 10 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 ended at 2:36 p.m. No actions were taken during the Executive session.

4. Board Evaluation

Board goal achievement was discussed.

Goal 1: Revise the Big Bend Community College's Ends Statements and develop and implement a set of indicators which measure the progress of the institution relative to the revised Ends.

Trustees stated this was half accomplished. The board reviewed indicators and the annual review process. Need to develop and review set of indicators

Goal 2: Advance equity, diversity, and inclusion by establishing policies and institutional goals supporting operational equity, diversity, and inclusion programs.

Trustees advanced equity, inclusion, and diversity and revised the Ends Statements.

Goal 3: Ensure effective onboarding and support for trustees as measured by updates to the board onboarding tool and development of a cyclical board calendar of study session topics and campus engagement opportunities.

Trustees discussed onboarding experience and Trustee Bethany Martinez reported she felt supported. Suggested a cyclical board calendar of board study session topics and a prioritized list of campus events.

The Trustees discussed study session topics and their desire to meet Big Bend employees and student groups. Trustees prefer hearing directly from faculty members at board meetings when possible.

Adjournment 3:30.

Anna Franz, Chair

ATTEST:

Sara Thompson Tweedy, Secretary