

# *Big Bend Community College*

## **Board of Trustees Regular Board Meeting**



**Tuesday, August 9, 2011  
8:30 a.m.**

ATEC  
Hardin Community Room

Community College District No. 18  
7662 Chanute Street NE  
Moses Lake WA 98837

## Fall 2011 Campus Events

AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

<b>August</b>	12	Summer Instruction Ends
	24	Board/Administrative Retreat, Wild Horse Wind and Solar Facility
<b>September</b>	5	Labor Day: Campus Closed
	6	Board of Trustee Meeting; Hardin Room; 8:30 – 11:30 a.m.
	19	Fall Quarter Instruction Begins
	22	ASB Back to School BBQ; ATEC Courtyard; 4:00 – 7:00 p.m.





Big Bend  
Community College

COMMUNITY COLLEGE DISTRICT NO. 18  
BIG BEND COMMUNITY COLLEGE

7662 Chanute Street  
Moses Lake, Washington 98837  
Regular Board Meeting Agenda  
Tuesday, August 9, 2011, 8:30 a.m.  
ATEC- Hardin Community Room

	Action		
<i>Governing Board Members:</i>	A	1.	Call to Order/Roll Call Pledge of Allegiance
	I	2.	Introductions
	A	3.	State Operating Budget (A)
	I/A	4.	Consent Agenda
		a.	Regular Meeting Minutes June 21, 2011 (A)
		b.	President's Activity Update (I)
		c.	Student Success (I)
			Achieving the Dream
			Student Achievement Initiative
			Academic Master Plan
		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 (I)	
	I	5.	Remarks (Public comment to the Board regarding any item on the agenda may be made at the time of its presentation to the Board according to the conditions set in Board Policy 1001.3.E)
		a.	ASB Representative – Kim Jackson, Advisor
		b.	Classified Staff Representative – Kathy Aldrich
		c.	Faculty Representative – Mike O'Konek, Faculty Assn. President
		d.	VP Financial & Administrative Services – Gail Hamburg
		e.	VP Instruction/Student Services – Bob Mohrbacher
		f.	VP Human Resources & Labor – Holly Moos
	I	6.	Exceptional Faculty Award John Swedburg
			-----BREAK-----
	I	7.	Whitworth University Executive Session
	I/A	8.	Assessment of Board Activity- Board
	A	9.	Regularly Scheduled Board Meeting– Board
	A	10.	Miscellaneous- President Bonaudi
	A	11.	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 MEETING REMINDER – Regular Meeting September 6, 2011, 8:30 a.m.**

**Board/Administrative Retreat Meeting August 24, 2011, 9:00-4:00 p.m.**

*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 762-6335) as soon as possible to allow sufficient time to make arrangements.*

**BIG BEND COMMUNITY COLLEGE**

Date: 8/09/11

**ITEM #3:** 2011-12 State Operating Budget (for information/action)

**BACKGROUND:**

The 2011-12 State Operating Budget will be presented to the Board.

**RECOMMENDATION:**

President Bonaudi and VP Hamburg recommend approval of the 2011-2012 State Operating Budget.

**BIG BEND COMMUNITY COLLEGE**

Date: 6/21/11

**ITEM #4:** CONSENT AGENDA (for action)

- a. Regular Board Meeting Minutes June 21, 2011

**BACKGROUND:**

The minutes of the Regular Board Meeting held June 21, 2011, are included for review.

Prepared by the President's Office.

**RECOMMENDATIONS:**

President Bonaudi recommends the Board of Trustees approve the minutes.

## 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.

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Angela Pixton Vice Chair

ATTEST:

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William C. Bonaudi, Secretary



**BIG BEND COMMUNITY COLLEGE**

Date: 8/09/11

**ITEM #4** CONSENT AGENDA (for information)

b. President's Activity Update

**BACKGROUND:**

Highlights of President Bonaudi's activities from June 15, 2011, through July 28, 2011, are following.

Prepared by President Bonaudi.

**RECOMMENDATION:**

None

### President's Activity Log Highlights

Date	Activity	Purpose of meeting	Location	Comments
6/15/11	EDC Meeting	Community Support	BBCC	Board Member
	Moses Lake Clinic Administrator David Olson	Nursing Program Support	Moses Lake	
6/16/11	Samaritan Healthcare Administrator Andrew Bair	Nursing Program Support	Moses Lake	
6/20/11	Trustees, TACTC President Mauri Moore TACTC Administrator Erin Brown	Social Dinner	Moses Lake	
6/21/11	BBCC Board of Trustees Meeting	College Guidance	BBCC	
	North Central Workforce Development Council	Workforce Development	Wenatchee	Board Member
6/22/11	Foundation Member Clyde Owen	College Support	Moses Lake	
6/26-6/28	GISS/TACTC Conference	System Support	Suncadia	
6/29/11	Lt General Allardice Community Luncheon	Partnership	BBCC	
	Foundation Executive Team	College Support	BBCC	
7/05/11	KBSN Butch Bare Radio Show	College Support	BBCC	
	Project Pegasus Workforce Conference Call	Aerospace Community Support Program Support	BBCC	
7/06/11	Project Pegasus	Community Support Program Support	Port of Moses Lake	
	Sodexho Luncheon	Expectations	BBCC	
7/07/11	Quincy Rotary	Community Support	Quincy	
7/11/11	Project Pegasus Conference Call	Aerospace Community Support Program Support	BBCC	
7/12/11	Columbia Basin Herald Harlan Beagley	College Publicity	BBCC	

### President's Activity Log Highlights

Date	Activity	Purpose of meeting	Location	Comments
7/14/11	Dr. Mathew Manweller 13 <sup>th</sup> District Rep Candidate	College Support	BBCC	
	9 <sup>th</sup> District Rep Susan Fagan	College Support	BBCC	
	Foundation Dinner & Mtg	College Support	BBCC	
7/15/11	12 <sup>th</sup> District Rep Mike Armstrong	College Support	Wenatchee	
7/19/11	SBCTC Deputy Exec IT Director Mike Scroggins	WACTC Technology Agenda	Conference Call	
7/20/11	Grant County EDC Mtg	Community Support	BBCC	
	12 <sup>th</sup> District Rep Condotta	College Support	Wenatchee	
7/21/11	9 <sup>th</sup> District Sen Schoesler	College Support	Ritzville	
7/22/11	Aerospace Mtg	Program Support	SeaTac	
7/25/11	Aerospace Partnerships	Program Support	Conference Call	
7/26/11	Pegasus Project	Program Support	Conference Call	
	Pegasus Project	Program Support	Port of Moses Lake	
7/27-28	WACTC Retreat	System Support	South Puget Sound CC	

# Big Bend Community College

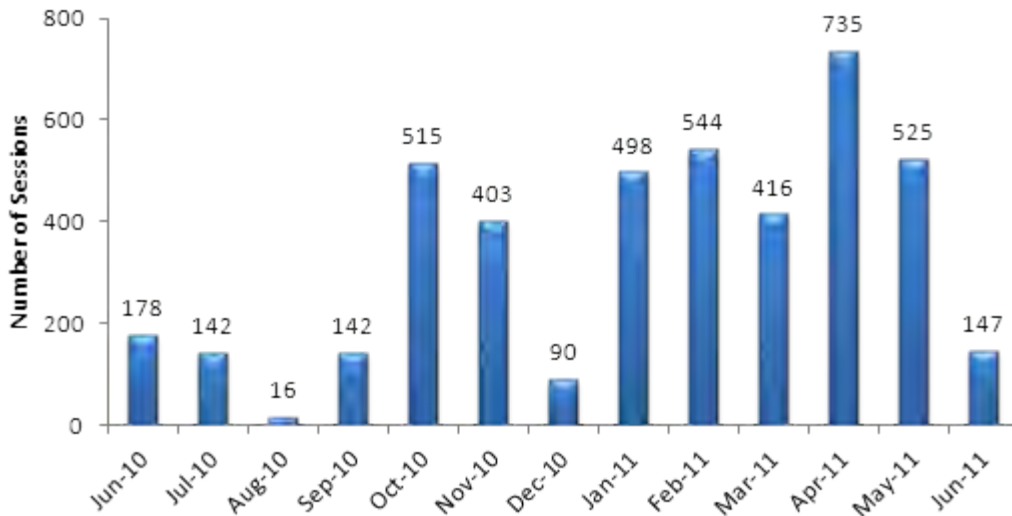
Date: 8/09/11

**ITEM #4:** CONSENT AGENDA (for information)

- c. Student Success Initiatives Update
  - 1. Achieving the Dream
  - 2. Student Achievement Initiative
  - 3. Academic Master Plan

**Achieving the Dream**

**Online Tutoring Use 2010-2011**



This is the final report to specifically include AtD data. In the future, parts of the AtD initiative that are continuing will be reported under other appropriate pieces of the agenda. We have submitted our final report to AtD and received feedback on that report. The official letter from AtD is included below.



July 13, 2011

William Bonaudi, President  
Candy Lacher, Associate Vice President of Student Services  
Big Bend Community College  
7662 Chanute Street NE  
Moses Lake, WA 98837-3299

Dear President and Team Leader:

Thank you for the report on your Achieving the Dream activities and expenditures. The report helped us better understand the challenges your college faces and the progress you are making toward increasing student success. ATD has completed a review of the report and approved it.

We are encouraged by several things including:

*Committed Leadership*

The continued commitment shown by the president, administrators, faculty, and staff to student success and closing achievement gaps.

The continuation of funding and scaling effective interventions in the face of continuing budget cuts.

The addition of the regular and permanent agenda item in the Board of Trustees meeting agenda entitled "Student Success."

The college's persistent focus on student success despite turnover in the senior administration.

*Use of Evidence to Improve Policies, Programs, and Services*

The expanded use of disaggregated, longitudinal data in institutional decision-making despite changes in the institutional research office over the last five years.

The positive evaluation results of the student success courses and mandatory orientation.

*Broad Engagement*

The expanded professional development opportunities made available to faculty and staff.

The presentations on and off campus regarding the college's ATD strategies and plans to continue the student success agenda.

The college's efforts to enhance external communications and involve external constituents.

*Systemic Institutional Improvement*

The growing culture of evidence at your institution as evidenced by the required use of data in the institutional budget preparation and program review processes.

The expanded capacity of the institutional research office through development of dashboards.  
The expanded IT capacity created by the enhancement of the college's student information system.  
The enthusiasm garnered by the improvements made to the new student orientation intervention.  
The expansion of the student success course.  
The sometimes difficult policy changes the college has made to increase success including the elimination of late registration.  
The college's integration of ATD and other student success efforts with its Academic Master Plan.

Based on your report and our observations of your work over the past year, we urge you to pay special attention to the following issues in the coming year.

*Committed Leadership*

Identify and develop faculty and staff leaders to champion the student success agenda in each division and department at the college.

*Use of Evidence to Improve Policies, Programs, and Services*

Continue to look for ways to strengthen the institution's institutional research capacity so it can be responsive to increasing requests for information and generate useful information for institutional decision-making.  
Continue to work out the "bugs" of the new ERP system to allow for more user-friendly retrieval and analysis of data.  
Institutionalize the practice of documenting and carrying out evaluation plans for all interventions.

*Broad Engagement*

Further strengthen plans for sustained community, staff, student, and faculty engagement perhaps guided by a communication plan.  
Further communicate the student success work, successes, and challenges to internal and external stakeholders.  
Continue to encourage dialogue among different areas and stakeholders at the institution and the community.

*Systemic Institutional Improvement*

Continue to strengthen plans to scale up and/or institutionalize successful interventions.  
Consider an audit of policies, practices and procedures (including those driven by state laws) and consider their impact on students.  
Continue to further imbed the culture of evidence and inquiry throughout the institution.

We value your contributions to the Achieving the Dream community of learners, and we thank you for sharing your challenges and lessons learned. Those lessons will continue to be gathered and codified to create tools and guides to assist other community colleges in their student success and equity work.

Sincerely,



Carol A. Lincoln  
Senior Vice President

**Student Achievement Initiative**

Looking at the preliminary results from the 2010-11 SAI indicators, we are happy to note an overall increase in degrees awarded:

Degrees Awarded by Year

2006-07	2007-08	2008-09	2009-10	2010-11
341	319	296	293	386

In particular, we are happy to note a 33% increase in Associate in Arts & Sciences (AAS) degrees:

2006-07	2007-08	2008-09	2009-10	2010-11
233	195	183	165	219

The AAS is our largest degree category, and one that had been declining since 2006. The 2006-07 year is the benchmark year for SAI, in which baseline targets were set. It appears that BBCC awarded a high number of AAS degrees in that benchmark year, giving us a high target to reach for. However, this year's substantial increase brings us closer to that benchmark than we have been anytime recently.

**Academic Master Plan**

At the last Board of Trustees meeting, during a discussion of our current cost per FTE, a question was raised as to how our costs compare to state averages.

2009-10 Average Cost per FTE

BBCC:	\$2851*
System:	\$2429

*\*based on State Board reporting; won't necessarily match our internal figures*

2009-10 FTE's per Category of Instruction

	<u>BBCC</u>	<u>System</u>
Transfer	49%	54%
Workforce	31%	27%
Pre-College	10%	7%
Basic Skills	10%	12%

Note: As Workforce FTE are generally more expensive, a higher percentage of Workforce FTE will have an upward effect on cost.

2009-10 Student/Faculty Ratios

BCC: 20.34  
System: 23.40

A lower student/faculty ratio costs more to maintain.

2009-10 Achievement Points per FTE

BCC: 2.6 points per FTE  
System: 2.0 points per FTE

While it cost us more to produce each FTE in 2009-10 than the state average, our students accomplished more than average, as they earned more achievement points.

As we continue to work toward more efficiency, it is important to keep an eye on instructional effectiveness to make sure that we don't become more efficient at the price of effectiveness.

Prepared by VP Bob Mohrbacher, Associate VP Candy Lacher, Dean Valerie Kirkwood,

**RECOMMENDATION:**  
None



# BIG BEND COMMUNITY COLLEGE

Date: 8/09/11

## ITEM #4 CONSENT AGENDA (for information)

### d. Accreditation

#### BACKGROUND:

The mission of Big Bend Community College is to serve the educational needs of a diverse population throughout its service district. As a comprehensive two-year community college, the institution works with its partners to provide a variety of educational opportunities, including courses and training for university and college transfer, occupational and technical programs, basic skills and developmental education, community and continuing education, pre-employment and customized training for local business and industry, and support services for students to help promote student access, success and retention.

#### Board of Trustees' Ends Statements

##### E-1 MISSION

The mission of BBCC is to serve the educational needs of a diverse population throughout its service district.

##### E-2 ACCESS

BBCC provides quality resources and affordable access to the diverse population of its entire district.

##### E-3 PARTNERSHIPS

BBCC works with organizations and agencies to enhance access and service for our district population.

##### E-4 STUDENT ACHIEVEMENT

BBCC students and clients develop and achieve their goals supported by the staff and resources of the college and its partners.

Accordingly, the college develops and utilizes a comprehensive range of assessment tools and practices, consistent with the college mission.

##### E-5 CLIMATE

BBCC provides and maintains a climate of purpose, respect, and safety for students, staff, and partners.

##### E-6 MULTICULTURALISM

The Board will promote a climate of cultural understanding to be reflected in an approach for both students and college employees that results in an attitude of inquiry and openness. In the workplace and community, this approach sets a standard for customer service and civility in all interactions. In the classroom it leads to understanding of our world and the people in it.

#### Core Themes:

Core themes are the unifying values that reflect the Mission and Board Ends Statements and are a tangible component of every aspect of our organization. We state them as Access, Student Success, Partnerships, and Climate.

**Access-** Everyone can join or use the service

**Partnerships-** Practical relationships with people or entities outside of the college

**Student Achievement-** The ways in which students, college and employers define accomplishment

**Climate-** The atmosphere we strive to create to nurture success

Prepared by Dean of Institutional Research and Planning Valerie Kirkwood.

#### RECOMMENDATION:

## **BIG BEND COMMUNITY COLLEGE**

Date: 8/09/11

**ITEM #4:** CONSENT AGENDA (for information)

e. Assessment Update

### **BACKGROUND:**

#### **IPEDS Comparison of Graduation Rates**

The Integrated Postsecondary Education Data System (IPEDS) is a federal system of survey components that collects data from all institutions in the United States and other jurisdictions, such as Puerto Rico, whose primary purpose is to provide postsecondary education.

Each year 6,700 postsecondary institutions provide information to the U.S. Department of Education through IPEDS. These data are used at the federal and state level for policy analysis and development; at the institutional level for benchmarking and peer analysis; and by students and parents, through College Navigator, to aid in the college search process.

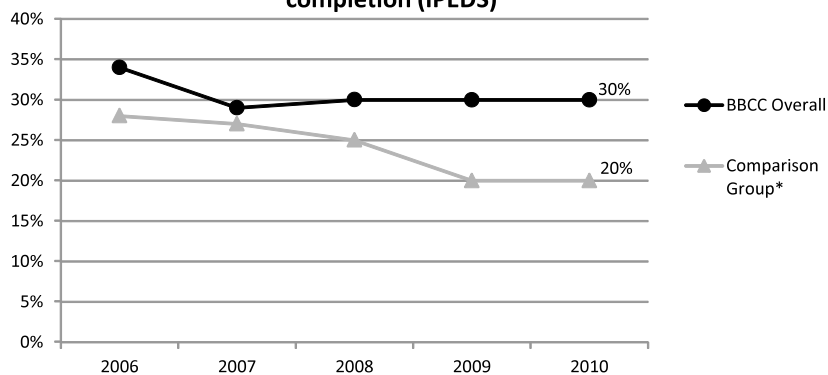
Please see next page.

### **RECOMMENDATION:**

None.

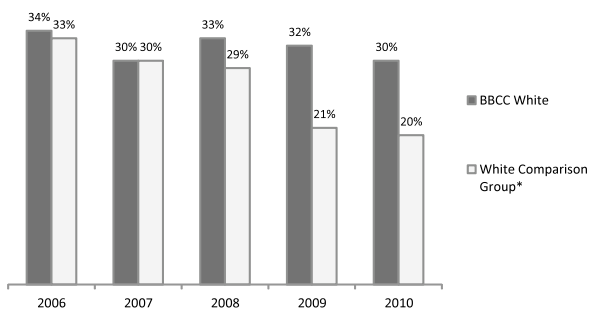
The tables below show IPEDS graduation rates of BBCC full-time, first-time degree/certificate-seeking undergraduates within 150% of normal time to completion. The table on the top shows BBCC graduation rates overall, whereas the tables on the bottom show BBCC graduation rates of white and Hispanic students.

**Graduation rates of full-time, first-time degree/certificate seeking undergraduates within 150% of normal time to completion (IPEDS)**



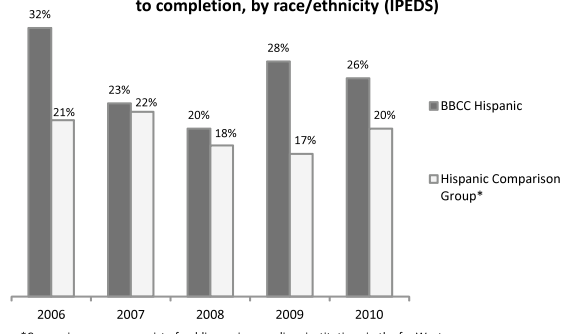
\*Comparison groups consist of public-serving, medium institutions in the far West. Comparison groups vary year to year.

**Graduation rates of full-time, first-time degree/certificate seeking WHITE undergraduates within 150% of normal time to completion, by race/ethnicity (IPEDS)**



\*Comparison groups consist of public-serving, medium institutions in the far West. Comparison groups vary year to year.

**Graduation rates of full-time, first-time degree/certificate seeking HISPANIC undergraduates within 150% of normal time to completion, by race/ethnicity (IPEDS)**



\*Comparison groups consist of public-serving, medium institutions in the far West. Comparison groups vary year to year.

The list of institutions in the comparison group is listed below:

- Barstow Community College (Barstow, CA)
- Carl Albert State College (Poteau, OK)
- Cedar Valley College (Lancaster, TX)
- Central Arizona College (Coolidge, AZ)
- Cerro Coso Community College (Ridgecrest, CA)
- Cisco College (Cisco, TX)
- Clarendon College (Clarendon, TX)
- Clovis Community College (Clovis, NM)
- Coconino County Community College (Flagstaff, AZ)
- College of the Siskiyous (Weed, CA)
- Connors State College (Warner, OK)
- Crafton Hills College (Yucaipa, CA)
- Flathead Valley Community College (Kalispell, MT)
- Folsom Lake College (Folsom, CA)
- Gavilan College (Gilroy, CA)
- Grays Harbor College (Aberdeen, WA)
- Grayson County College (Denison, TX)
- Laramie County Community College (Cheyenne, WY)

- Las Positas College (Livermore, CA)
- Mendocino College (Ukiah, CA)
- Mohave Community College (Kingman, AZ)
- Murray State College (Tishomingo, OK)
- New Mexico State University – Alamogordo (Alamogordo, NM)
- Northland Pioneer College (Holbrook, AZ)
- Rogue Community College (Grants Pass, OR)
- San Juan College (Farmington, NM)
- Santa Fe Community College (Santa Fe, NM)
- Southwest Texas Junior College (Uvalde, TX)
- Texas State Technical College Waco (Waco, TX)
- University of New Mexico – Gallup Campus (Gallup, NM)
- Walla Walla Community College (Walla Walla, WA)
- West Hills College – Lemoore (Lemoore, CA)
- Whatcom Community College (Bellingham, WA)
- Woodland Community College (Woodland, CA)

## BIG BEND COMMUNITY COLLEGE

Date: 8/09/11

**ITEM #4:** CONSENT AGENDA (for information)

f. Capital Project Update

### **BACKGROUND:**

**Facilities Master Planning:** RGU Architecture & Planning is looking at total square footage for classrooms and lab spaces in relation to Big Bend's instructional needs. We are planning a meeting with professional technical faculty to discuss PTEC. They have been discussing education/training needs in our service district with the Grant County Economic Development Council.

### **Old Developments/Background:**

**6/21/11** RGU Architecture & Planning is helping with the new Facility Master Plan. They are working on campus maps and a brochure. Robert Uhrich, principal with RGU, is preparing for focus groups with K-12 group and community and industry representatives.

**5/31/11** The Facilities Master Planning Committee met and reviewed survey results. They also identified five goals:

- Goal #1 – Offer state of the art teaching and learning opportunities.
- Goal #2 – Provide a safe, accessible and sustainable campus.
- Goal #3 – Create a sense of campus identity.
- Goal #4 – Expand and enhance partnerships and collaborations.
- Goal #5 – Increase community engagement with the college.

Objectives were identified for each of the goals. A set of planning principles is being utilized to develop the Campus Master Plan. These guides give careful consideration to the context and history of the campus and its surroundings. These design principles include:

- Sustainability
- Connections with the community
- Flexible, adaptable, multi-use spaces
- Safety and accessibility
- Adaptability to future technologies
- Informal & formal learning spaces

The committee is planning forums with a K-12 group and community and industry representatives.

**4/12/11** The Facilities Master Planning Committee has been formed and started the process of creating a Facilities Master Plan. The committee met on January 28 and discussed each member's vision of where they see their program or department in 20 years. A Facility Assessment Survey was distributed to campus on February 14. Input from this survey will help us better understand the needs and future needs of all programs. A similar survey was distributed to students on March 15. The committee will meet again on April 8<sup>th</sup> to review results of the surveys. There are focus groups for community members and tours of facilities on other campuses planned.

**3/15/11** VP Hamburg is in the planning stages for updating the Facilities Master Plan.

## BIG BEND COMMUNITY COLLEGE

Date: 8/09/11

### ITEM #4: CONSENT AGENDA (for information)

- g. Human Resources Report

### BACKGROUND:

Dr. David Holliday has been hired for the Psychology/Sociology position and will start September 12. Interviews were held for Transfer Services Coordinator and we expect to offer the position soon. August 3 we are interviewing for a full-time, non-tenure track Nursing Instructor.

Negotiations with the Faculty Association for the Faculty Negotiated Agreement is continuing with two negotiation sessions held in July.

Tyler Christensen, Workfirst Training Coordinator, resigned his position at the end of July to accept a position in Rexburg, Idaho (he and his wife's hometown). Autumn Dietrich, Director of Public Information has submitted her resignation effective August 15 to accept a position closer to home and more time off.

Reported Administrative/Exempt Training since last Board Meeting:

Holly Moos-Personnel Managers Update at AG's office in Spokane on June 23-Personnel Related Public Information Requests, Bills passed in Legislator that have labor and HR implications, Updates on the U.S. Citizenship and Immigration Services' *Handbook for Employers and Form I-9*.

Andre Guzman and Holly Moos-HR Law for Supervisors by Gil Sparks, JD, SPHR at BBCC on June 14.

Jennifer de Leon-5 Root Causes of Student Attrition and Technological Strategies for Promoting Persistence Online on June 8; Quality Matters Training on June 6-12 Online; Beyond the Basics Using Tegrity and Elluminate on June 16 Online; Developing and Providing Integrated Student Services in Higher Education Creating the "One Stop Shop" for Students on June 21 Online; Providing 21<sup>st</sup> Century Tools for 21<sup>st</sup> Century Student Services on June 28 Online

Andrea Elliott-CASAS Institute Training at San Diego on June 13-16

Prepared by Vice President of Human Resources & Labor Holly Moos.

### RECOMMENDATIONS:

None.

**BIG BEND COMMUNITY COLLEGE**

Date: 8/09/11

**ITEM #4:** CONSENT AGENDA (for information)

h. Enrollment Report

**BACKGROUND:**

The final FTE report for the 2009-11 two year period is included. Enrollment was 179.3 annualized state-funded full time equivalent (FTE) above our funding level for this academic year. Our state-funded FTE total was 1.5% higher than in 2009-10.

The final enrollment report for Spring Quarter 2011 is also included. We continue to see an increase in the percentage of students enrolling full-time – from 48.3% in spring 2010 to 50.6% in spring 2011. While state-funded FTE was slightly lower in spring 2011 compared to spring 2010, the overall FTE number was higher. This was due to the increase in the number of Running Start students.

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**TUITION COLLECTION REPORT**

As of \_\_\_\_\_, 2011 and \_\_\_\_\_, 2010.

**July month end fiscal closing will occur the evening of August 9. This information will be updated during the September 6, 2011, meeting.**

	<u>2011-12</u>	<u>2010-11</u>
Annual Budget		
Total Collections as of		
As a % of annual budget		
Left to collect to meet budget target		

Prepared by Associate Vice President of Student Services Candy Lacher and Director of Business Services Charlene Rios.

# F.T.E. REPORT

7/26/2011

## ANNUALIZED FTEs

### 1st year (09-10)

SUMMER	115.8
FALL	589.4
WINTER	600.2
SPRING	<u>553.7</u>
<i>Total</i>	<i>1859.1</i>

### 2nd year (10-11)

SUMMER	135.6
FALL	604.5
WINTER	597.3
SPRING	<u>549.9</u>
<i>Total</i>	<i>1887.3</i>

**TOTAL** **3746.4**

1st year Target (includes 53 Workforce)	1676
2nd year Target (includes 86 Workforce)	<u>1708</u>
<b><i>Two-year Target Total</i></b>	<b>3384</b>

### SBCTC 2-year rolling enrollment count

Past year + current year actual FTE	3746.4
Past year + current year allocation	3384.0
% of allocation target attained to date	110.7%
Add'l FTEs to meet minimum 96%	-497.8
Add'l FTEs to meet target 100%	-362.4
FTEs over target - 1st year	183.1
FTEs over target - 2nd year	179.3

# SPRING FINAL ENROLLMENT REPORT

## HEADCOUNTS

	SPRING 2011	SPRING 2010	SPRING 2009	SPRING 2008	SPRING 2007	SPRING 2006	SPRING 2005
<u>ETHNIC ORIGIN</u>							
Amer. Indian/Alaska Ntv	30	36	50	40	36	46	32
Asian/Pacific Islander	37	33	36	41	33	29	30
Black	44	46	33	27	24	38	30
Hispanic	1,044	953	935	931	825	810	772
White	1,511	1,465	1,379	1,277	1,378	1,399	1,519
Other/Unknown	83	334	221	248	235	148	159

<u>SEX</u>							
Female	1,600	1,620	1,571	1,489	1,472	1,438	1,457
Male	1,143	1,190	1,075	972	969	1,011	1,070
Not Coded	6	57	8	103	90	21	15

<u>STUDENT STATUS</u>							
Full-time (12 or more crs)	1,392	1,385	1,223	1,135	1,091	1,087	1,137
Part-time (less than 12 crs)	1,357	1,482	1,431	1,429	1,440	1,383	1,405
Percent full-time	50.6	48.3	46.1	44.3	43.1	44.0	44.7

<u>BY FUNDING SOURCE</u>							
State	2,303	2,344	2,246	2,318	2,270	2,216	2,157
Shared Funding			0	0	0	0	0
Grant/Contract	282	349	184	100	80	112	226
Community Service	164	174	224	149	181	142	159

<u>BY TIME/LOCATION</u>							
On-Campus Day	2,026	2,110	1,836	1,708	1,709	1,636	1,739
On-Campus Evening	233	183	295	216	266	271	195
Off-Campus Day	265	262	195	298	227	246	233
Off-Campus Evening	225	312	328	342	329	317	375

<b>TOTAL HEADCOUNT</b>	<b>2,749</b>	<b>2,867</b>	<b>2,654</b>	<b>2,564</b>	<b>2,531</b>	<b>2,470</b>	<b>2,542</b>
Running Start	155	139	120	128	122	150	103
International	5	4	4	3	1	2	3

## FTES

	SPRING 2011	SPRING 2010	SPRING 2009	SPRING 2008	SPRING 2007	SPRING 2006	SPRING 2005
<u>STATE FUNDED</u>							
ABE/ESL	169.2	158.7	146.6	204.9	188.2	182.0	148.9
Academic	890.3	887.4	751.6	700.6	709.9	702.3	715.3
Occupational	590.3	615.0	573.7	535.7	514.3	493.7	489.1
<b>TOTAL STATE FTES</b>	<b>1649.8</b>	<b>1661.1</b>	<b>1471.9</b>	<b>1441.2</b>	<b>1,412.4</b>	<b>1,378.0</b>	<b>1,353.3</b>

<u>OTHER FTES</u>							
Community Service	10.9	7.4	24.5	7.1	6.4	6.8	23.8
International Students	0	0	0	0	0.9	2.5	3.2
Contract Funded	111.5	100.8	89.5	34.3	18.3	25.3	87.6
Running Start	136.9	122.6	110.4	114.9	96.3	111.3	87.1
Other (Employ., Sr. Cit.)	13.7	11.4	14.1	16.9	16.6	15.4	17.2
<b>GRAND TOTAL FTES</b>	<b>1922.8</b>	<b>1903.3</b>	<b>1710.4</b>	<b>1614.4</b>	<b>1550.9</b>	<b>1539.3</b>	<b>1572.2</b>



## **BIG BEND COMMUNITY COLLEGE**

Date: 8/09/11

**ITEM #4:** CONSENT AGENDA (for action)

- i. Donation

### **BACKGROUND:**

Greg and Sharon Lange would like to donate their 2000 Ford Taurus to the BBCC Automotive Program. This vehicle will be used for student instruction.

Prepared by the President's Office.

### **RECOMMENDATION:**

None.



Big Bend Community College

7662 Chanute Street N.E.  
Moses Lake, WA 98837-3299  
<http://www.bigbend.edu>

(509) 793-2222  
TDD (509) 762-6335  
FAX (509) 762-6329

July 23, 2011

Clyde and Gail,

The BBCC automotive program would like to accept the donation of this 2000 Ford Taurus from Greg and Sharon Lange. This vehicle will be used for instructional purposes in our program. The vehicle drives and runs it just needs some engine work. The Ford Taurus is the newer model and would be a valuable addition to our program.

I have attached the donation letter from the Lange's.

Please let us know if you require any further information.

Thank you,

Mike O'Konek & Dick Wynder  
Automotive Instructors

## O'Konek, Mike

---

**From:** GREG LANGE [glange@nctv.com]  
**Sent:** Tuesday, July 19, 2011 11:56 AM  
**To:** O'Konek, Mike  
**Cc:** glange@nctv.com  
**Subject:** 2000 Ford Taurus

Dear Mr. O'Konek:

I wish to donate my 2000 Ford Taurus to the Big Bend Community College Automotive program. I was advised by my mechanic to either junk it or donate it, as it is not worth having repair work done to replace the engine. I have the legal title and will sign off on it when the car is taken possession by you.

Sincerely,

Sharon Lange  
4114 Shorecrest Dr. NE  
Moses Lake, WA 98837  
(509)750-1546

## BIG BEND COMMUNITY COLLEGE

Date: 8/09/11

**ITEM #4:** CONSENT AGENDA (for information)

j. Security Update

### **BACKGROUND:**

The Safety Committee meets monthly and reviews all incident/accident reports. If the incident requires repairs or other follow up by Maintenance & Operations, the committee prepares the work orders. They also do building inspections and update the Safety Manual. The committee discusses safety training and makes recommendations to administration for new training. The committee recently designed an information sheet for campus. This notice will be placed on all exterior doors for all buildings. It has the contact numbers for Security and seven common reasons for calling them as follows:

### SECURITY

509.750.8529\* or 509.793.2286

Reasons to Contact Security:

1. Any emergency situation
2. To report a crime (Theft, Vehicle Damage, etc.)
3. You would like an escort to your vehicle or building in the evening
4. You or someone is injured
5. You are locked out of a building/room
6. Someone is following you
7. You see suspicious activity

In light of the July 25 abduction of one of our students from a parking lot on campus, we are reviewing current security measures with Mike Campbell, Director of Homeland Security Center of Excellence at Pierce College. We are completing a Re-Look Security Survey to use as a base for this review. Mike will help provide a cost vs. risk analysis, do a walk-about campus, review the information in our mapping system, and write up an action plan with recommendations.

We have taken some immediate steps in response to this incident:

- Asked the Sheriff's Office to increase patrols on campus
- Assigned security/M & O personnel to make frequent sweeps through the parking lots and across campus
- Asked staff to keep an eye out for any suspicious activity and report anything they notice
- Encouraged staff and students to use the "buddy system"

In addition, we are continuing our training regarding emergency planning to build on our preparedness to handle most emergencies. We are continually working towards making the campus a safe place to learn and work.

**BIG BEND COMMUNITY COLLEGE**

Date: 8/9/11

**ITEM #6:** Exceptional Faculty Award Report (for information)

John Swedburg (Aviation Chief Pilot)

**BACKGROUND:**

During the May 31, 2011, Board meeting, Chief Pilot John Swedburg was awarded a \$2,000 Exceptional Faculty Award to attend the Paris Air Show. He will report on his experience and activities at the Paris Air Show as part of Governor Gregoire's Delegation.

Prepared by the President's office.

**RECOMMENDATION:**

None

Big Bend Community College  
Exceptional Faculty Award  
John M. Swedburg  
Chief Flight Instructor, Aviation Program  
Paris Airshow, Paris, France  
June 2011

On Saturday, June 11<sup>th</sup>, my wife and I boarded a Horizon Airline flight from Spokane, Washington to Seattle, then on to Paris, France. I attended the Paris Airshow along with 50 others, including Governor Christine Gregoire with an objective to bring aviation related trade and jobs to the State of Washington. More directly, I was part of a team of 10 from the Air Washington Group, made up of educators who represented 26 Community Colleges and training agencies which prepare workers in Washington for the aviation industry. My assignment was to represent pilot education for the Group and specifically to represent the aviation programs here at Big Bend Community College. During the seven day airshow, (June 20 through 26) I stayed at the Washington State display. The last three days, I was among only four who stayed behind at the Airshow, while the rest of the members either returned home, or traveled on with the Governor to Hamburg, Germany to talk with aviation interests related to Airbus manufacturing plants.

The first four days of the Airshow were dedicated to business. Only those representing industry interests could be admitted into the show grounds, located at the Le Bourget Airport, north of Paris. At this time I had opportunity to talk with a representative of a Middle East airline, who was looking for schools to train their future pilots and mechanics. Other opportunities included talking with the other members of the educator's team about networking and creating opportunities to work together. Talks with other industry and corporation leaders usually centered on opportunities at BBCC for their own children who were in late high school and had expressed interest in aviation education. I also had opportunities to meet and talk with Washington State government leaders, make connections for the aviation programs at BBCC and let them know that we are here, ready and able to compete with the others for our share of partnerships within the state or internationally. During the last three days, the general public was allowed to attend the show. Those days brought over 10 graduates of

European Universities inquiring about pilot training in the USA. Since I was the only one at the display most of those days, I had a monopoly on flight training not only for the State of Washington, but for the entire USA pavilion. I must say, I enjoyed that advantage.

By traveling a week early, and self-paying my lodging and meals during that time, I had the advantage of overcoming jet lag before the airshow began, (Paris is nine hours ahead of us) and to do some sightseeing. This, of course, was a great occasion and turned the trip into a life time opportunity that I will never forget. Among the traditional iconic sights of Paris, we traveled one day for a 15 hour tour of the sights of Normandy, visiting Omaha Beach, the location of the D-Day invasion of Northern France. You do not stand on those sands and cliffs without a sense of thankfulness for those who risked and sacrificed so we and Europe could avoid the devastation intended by the Nazi's.

I took 1,397 pictures while in Paris, each one bringing joyous memories of a great opportunity that was made possible for me because of your generosity and wisdom to reach out beyond the routine boundaries of BBCC. I thank you for your confidence in me, to send me off to such an important and influential venue. I was in the presence of the Governor for three days, attended a reception at the US Embassy, talked with educators and business men and women from Washington, and was spreading the message that BBCC is ready and capable of supporting and serving.

Thank you for sending me and supporting me financially.  
John M. Swedburg  
Chief Flight Instructor

## **BIG BEND COMMUNITY COLLEGE**

Date: 8/09/11

**ITEM #7:** Whitworth University (for information)

### **BACKGROUND:**

Whitworth University President Beck Taylor and some of his staff: Dean of Continuing Studies Terry Ratcliff, Associate VP of Intercultural Affairs Larry Burnley, VP of Admissions Greg Orwig and VP of Finance and Administration Brian Benzel will be on campus today. They will join the Board for lunch at noon in the Executive Dining room.

### **RECOMMENDATION:**



## **BIG BEND COMMUNITY COLLEGE**

Date: 8/09/11

### **ITEM #8**      Assessment of Board Activity (for information)

Northwest Commission on Colleges and Universities Standard 2.A Governance

#### **BACKGROUND:**

This agenda item provides an opportunity for the individual Trustees to report on community contacts they may have made and/or meetings they have attended since the previous Board meeting. This has been implemented as an assessment tool to give the Board a way to definitively measure what is accomplished throughout the year for its next self-evaluation review.

Prepared by the President's Office.

#### **RECOMMENDATION:**

None.

## **BIG BEND COMMUNITY COLLEGE**

Date: 8/09/11

**ITEM #9:** Regularly Scheduled Board Meeting Date (for action)

### **BACKGROUND:**

The annual Board/Administrative Retreat is scheduled on Wednesday, August 24, 2011, 9:00-4:00 p.m. at the Wild Horse Wind and Solar Facility located 16.5 miles east of Ellensburg, on the Old Vantage Highway. The conference space in the visitor center will accommodate the retreat and offer interesting information regarding the emerging wind turbine industry.

The next Regular scheduled Board meeting is Tuesday, September 6, 2011, at 8:30 a.m. The Board may discuss revising future meeting dates and times.

Prepared by the President's Office.

### **RECOMMENDATION:**

## **BIG BEND COMMUNITY COLLEGE**

Date: 8/09/11

**ITEM #10:** Miscellaneous (for action)

### **BACKGROUND:**

In response to the budget crisis and with gratitude for the BBCC Nursing Program, Samaritan Healthcare and the Wenatchee Valley Clinic, Moses Lake Branch have both agreed to provide \$30,000 each for the next two years for a total of \$120,000. This funding is to support a nursing instructor position.

### **RECOMMENDATION:**

President Bonaudi, VP Gail Hamburg, VP Holly Moos, and VP Bob Mohrbacher recommend acceptance of these letters of support.



MOSES LAKE  
CLINIC

July 18, 2011

William Binaudi, Ed. D.  
President  
7662 Chanute Street NE  
Moses Lake, WA 98837

RECEIVED  
JUL 20 2011  
PRESIDENT'S OFFICE

RE: BBCC Nursing Program

Dear Bill,

Please consider this letter as formal documentation of Wenatchee Valley Medical Center's commitment to provide BBCC with \$30,000 for each of the next two academic years. The approval to provide the support was authorized at the WVMC Board meeting which took place on 07/07/2011.

These funds were approved to assist the College in filling a faculty position for the School of Nursing. The approval was also based on the assumption that Samaritan Healthcare would be providing equal amounts for the same purpose.

On behalf of the local healthcare providers and the patients that we serve, "Thank you" for all the work that Big Bend Community College undertakes to provide a steady supply of nursing and support staff. The commitment of BBCC to ensure a viable nursing program as well as the new CMA program allows us to continue to provide high-quality healthcare to the residents of Grant County. We welcome the opportunity to partner with the college to guarantee that this continues well into the future.

Sincerely,

David Olson, Associate Administrator  
Wenatchee Valley Medical Center



Date: July 22, 2011

Dr. Wm. Bonaudi,

I am delighted to accommodate your request for financial assistance with the nursing program at Big Bend Community College. I believe your nursing program is absolutely vital to healthcare in Moses Lake, now and even more in the future. It is because of our nursing program our community is not facing the terrible shortage of nurses as most other communities across the nation. So it is with tremendous gratitude to Big Bend that we commit \$30,000 for each of the next two years.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Andrew P. Bair', is written over a light blue horizontal line.

Andrew P. Bair, CEO

Cc: Tom Legel, CFO