

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting August 9, 2018, at 1:30 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
Thomas Stredwick

2. Pledge of Allegiance

Veteran and employee Dale Casebolt led the Pledge of Allegiance. He served ten years in the Air Force as a crew chief for B-52 bombers.

Dr. Humpherys introduced SIM Tech Coordinator Dana Borschowa. She is from Quincy and has completed the SIM Tech program. Coordinator Borschowa is building the program through outreach activities.

Dr. Humpherys introduced Dr. Jose da Silva, interim Dean of Student Services. Dr. da Silva was the VP of Student Services at Walla Walla Community College and was raised in Brazil. He graduated from Tallahassee Community College, Florida State University, and the University of North Texas.

President Leas introduced Rafael Villalobos who was promoted to the Director of the Transforming STEM Pathways Grant August 3.

Coordinator Borschowa provided an overview of the *#SeriousGaming: Search and Rescue Summer Camp* held on campus during the summer. Thirty-three students aged 12-14 years searched campus for clues to find a "kidnapped" person. They worked search and rescue with a K9 Officer. The students also learned about extrication and treatment of injuries with Grant County Fire District #5 staff. The next section featured forensic nursing, programming, and moulage with SIM Tech staff. Students earned their CPR First Aid cards, and a Moses Lake Police Department Detective assisted the students with processing and investigating a crime scene. The final day was spent in a mock trial with students working on the defense or prosecution of the suspect, including interviewing experts from various programs on campus.

3. Introductions

Director of Facilities and Capital Projects James Saucedo introduced recently-promoted Building and Grounds Supervisor Jeff Robnett.

4. Consent Agenda

a) Approval of Board Meeting Minutes May 29 and June 7, 2018 (A); b) President's Activity Update (I); c) Accreditation (I); d) Student Success (I); e) Assessment (I); f) Finance & Administration Update; (I); g) Human Resources Report (I); h) Classified Staff Report (I); i) Enrollment Report (I); j) Safety & Security Report (I); k) Public Correspondence (I).

Motion 18-33

Trustee Anna Franz moved to approve the consent agenda. Trustee Stephen McFadden seconded, and the motion passed.

There were no public comments.

5. Remarks

- d. VP Linda Schoonmaker discussed the Workforce Education Center (WEC) Building. Construction is on time at day 84 with the footings and stem walls poured. VP Schoonmaker announced that the Hazardous Material House funding is not raised yet.
- e. Dr. Bryce Humpherys reported the deliverables from the 2017-18 planning timeline were all completed. He is drafting the accreditation report, which is due to the Northwest Association of Community Colleges and Universities (NWCCU) September 17. Dr. Humpherys expressed appreciation faculty and staff accomplishing the list of deliverables that included assessment, analysis, and documentation. We are confident that the proper evidence was generated to satisfy the NWCCU recommendation and sanction. NWCCU Commissioners will meet to review and take action on the report in February. BBCC should be notified of decision approximately two months later.

Dr. Humpherys stated staff are busily preparing for fall quarter new students, faculty orientation, etc. He also gave a "shout out" to faculty staff and deans for their great work.

- f. VP Kim Garza stated the human resources department is busy recruiting. Two math instructors, Ann George and David Mayhugh, were recently hired. Interviews are ongoing for vacant positions.

VP Garza reported she will have the employee exit interview data prepared for campus and the board before the next meeting.

VP Garza also announced that BBCC has been invited to participate in a reviewer audit from the Federal Office of Civil Rights, which the SBCTC will conduct April 2019. This is the first civil rights review for BBCC, which will review compliance with Title IX, the Violence Against Women Act, Equal Employment efforts and Website and Facilities Accessibility. Staff are reviewing and updating the website, facilities, and accommodations.

- g. Executive Director of the Foundation LeAnne Parton reported the foundation secured the first pledge amount for the Building Tomorrow's Workforce Capital Campaign for \$500,000 from the Lauzier Foundation. Dennis Hinkle from Convergent is on site to help with the capital campaign. With a tremendous amount of help from staff, we have been building a "Case for Investment" for our campaign.

LeAnne reported that she just received notice that Mitsubishi will provide three \$2,500 scholarships for second-year Aviation Maintenance students, and one \$2,500 scholarship to a second-year Flight Student, for a total of \$10,000 a year.

Three scholarship application periods close Friday, August 10, 2018; the Leah Layne Nursing Book Scholarship, Microsoft IT Skills Development Scholarship, and the Floch Scholarship.

For Star Night this year, we are trying something new involving awarding a scholarship at Star Night. Scholarship donors will have an opportunity to help select the scholarship recipients. We are putting together a Star Night Scholarship, and scholarship donors will have an opportunity to help select the scholarship recipients to be revealed at Star Night on October 11, 2018. Trustee Juanita Richards complimented the new Start Night scholarship idea.

6. Social Justice Leadership Institute

Student Success Center Coordinator Diana Villafana shared her experience at the Social Justice Leadership Institute (SJLI), which was led by Dr. Sayumi Irey at Bellevue College. The mission of the SJLI is *to achieve full leadership participation, educational equity, and empowerment for members of historically disenfranchised and underrepresented professionals through mentoring and culturally responsive trainings*. The Leadership is holistic and relational and focuses on the research showing the importance of role models in student success.

The SJLI is open to full-time WA state community college employees with at least two years' experience and who are not a vice president or dean. SJLI includes a three-day retreat and six workshops throughout the academic year. There is a very competitive application process.

Coordinator Villafana will use what she has learned to consider information and space that is inclusive and accessible, ensure an equitable student-hiring process, and share with peer mentors. She stated that she learned about individual narratives and strengths to build on being a transformative advocate for students at BBCC. She stated recognizing her own skills and those of other leaders was very impactful. Coordinator Villafana attends the Multi-Cultural Student Services (MCSS) conference and helps develop conferences. She also serves on the MCSS board as treasurer.

- b. STAR Representative Barbi Johnson reported that Classified Staff employees Tana Richins, Starr Bernhardt, and Carla Louise Christian completed educational degrees. Three Classified Staff retirees Randy Fish, Margie Lane, and Petr Radchishin received the meritorious service award for going above and beyond. Robin Arriaga logged the most training hours for 2017-18.
- c. Faculty Association President Salah Abed reported it was a productive summer for faculty members. Nursing Instructor Jennifer Reames Zilliox attended an Assessment Technologies Institute Conference for the National Council Licensure Examination. She will incorporate new teaching strategies into her curriculum and testing.

Librarian Libby Sullivan worked on a grant project in collaboration with Wenatchee Valley College and the Community Colleges of Spokane for assessment in action in libraries, which examines loanable library technology. The librarians were interested in looking at data through the lens of equity for students, questioning if student access to library equipment reduces the achievement gap for under-privileged students. They will finalize and share their findings at a statewide conference in November.

Developmental English Instructor Dawnne Ernette reported that she gamified her English 101 class. Her students have some choice and control with their assignments, and they are submitting good work. She plans to continue with this structure in her class.

Board Chair Juanita Richards announced a five-minute break at 2:37 p.m. The meeting reconvened at 2:42 p.m.

7. Posting Materials

Director of Communications Matt Killebrew reported proposed revisions to WAC 132R-136-080 Posting of Materials. This WAC provides overarching supervision of public postings and ensures appropriate communications. Trustee Anna Franz stated the wording in the last paragraph of the proposed WAC "all or most employees and students" implies that not necessarily all employees or students have access to the information. Trustee Franz stated she would like to review the wording again. Director Killebrew suggested removing the word "most" from the paragraph in the WAC because there are no limitations to accessing the information. Trustee Stephen McFadden stated a substantial part of campus is in separate buildings away from 1400, and he was concerned about access to the postings by all students. The public posting area is located between the bookstore and registration where all students pass by to register and pay for classes and pick up their books.

Trustee Anna Franz asked for ATG Jason Brown to research if these types of regulations have been challenged.

Motion 18-34

Trustee Anna Franz moved to table this item to the next meeting. Trustee Stephen McFadden seconded, and the motion passed.

Trustee Juanita Richards asked about the scheduled public hearing. The hearing will be rescheduled.

8. Student Conduct Code

Dr. Humpherys reported that the revisions to WAC 132R-04 Student Code of Conduct clarifies the definition of students. The public hearing was held on August 2, and there were no public comments.

9. Athletics/Wrestling Financial Model

Dr. Humpherys shared additional information regarding the athletics financial model. He stated athletics are an important enrollment strategy for students inside and outside of our service district. There is a lot of local interest in wrestling, and adding this sport will attract more students from within the service district. Student athletes represented 7% of the headcount and 11% of the FTE last year because they usually enroll in more than 15 credits. Student athletes enhance student life and opportunities for engagement, and they generate more revenue in the residence halls and cafeteria. Most student athletes are transfer students, which is our weakest enrollment area thus needs strengthening. GPAs and persistence rates are currently higher with student athletes at BBCC. Athletics also increases visibility within the service district, social media, and advertising and brings community members onto campus. BP6300 discusses the board's value and support of athletics. In 2012, the WA legislature prohibited funds for athletics and athletic facilities triggering athletics' dependence on ASB and reserve accounts.

Currently, BBCC athletics has an unsustainable budget, the gym floor has 30 years of use. Policies and procedures need to be updated, fundraising is inadequate, and there are staffing issues.

The strengths of BBCC student athletes include high GPAs, high retention and completion rates at 81% vs 63% on non-student athletes. They are not over represented in student conduct cases. BBCC student athletes earned the president's cup multiple years.

Regular PE classes are held in the gym, but they do not generate revenue to update the floor. State funds pay the electricity. There are staff offices and classrooms in the PE. The lack of legislative support of athletics was in response to university football coaches' high salaries.

Mark Poth was appointed to Athletic Director in 2017 to create a sustainable funding model, explore athletic program expansion opportunities, grow booster club support, and expand community participation. The Hall of Fame Banquet and Golf Tournament are scheduled on September 22.

The financial model being piloted splits the tuition dollars from student athletes between the athletics department and the college. There is no split of the state allocation funds, but tuition can be split. Tuition is not appropriated state funds. Per the model being piloted by the wrestling program, athletics only retains 12% of tuition for student athletes receiving scholarships. Athletics retains 65% of non-scholarship student athletes. Athletic teams need to have full rosters, and the students-athletes need to stay the full year. The goal is to recruit more students than the full roster in order to retain the full roster the entire year. Coaches need to help students persist. Wrestling was chosen to pilot this model due to larger number of students on the team. The history and culture of the service district shows strong support of wrestling, and wrestling has low overhead. To add soccer teams, we need to invest in a field whereas we already have a gym for wrestling. The NWAC does not have wrestling as a sport. The National Collegiate Wrestling Association allows us to compete within the Pacific Northwest.

Trustee McFadden asked how long the pilot will run. Dr. Humpherys responded that the 2018-19 academic will show if it works, and it will be continually monitored. Having wrestling in the gym will help fund gym repairs. Reserves for athletics will be spent in the next two years.

Trustee Franz asked for additional information about the benefits athletics provide to campus, an explanation of value of athletics to the entire student body financially, and evidence that it is sustainable. She advised caution with financial resources.

Trustee Richards asked about what is funded by ASB. Dr. Humpherys stated ASB funding supports the executive ASB officers, ASB activities, clubs and athletics. Currently, 58% of ASB funding goes toward athletics. Dr. Humpherys is not aware of an adverse impact on non-athletes. Trustee McFadden cautioned that the core needs to be protected.

President Leas said there needs to be further assessment of the value of ASB activities and clubs toward BBCC's mission. Athletics fulfills BBCC's mission by enrolling students from inside and outside our service district. He asked how we should measure ASB activities. Trustee Franz stated activity fees need to be used the best way. The Booster club along with team fundraising generates about \$40,000. Trustee Stredwick shared concern that 58% of the ASB funds go to 7% of the students.

AD Mark Poth has been an instructor and coached for 30 years and is nearing retirement. He said there are many positive things that come from athletics. AD Poth said it is time to cut athletics or grow athletics. There are 33 wrestling students mostly from inside the service district. This model is based on using growth to sustain athletics and bring in revenue to be used in other areas. This revenue generating enrollment strategy depends on carrying a full roster of teams. The growth of athletics will provide money to pay for \$200,000 gym floor. Providing 58% of ASB fees to athletics is a lower dollar amount than some college provide to athletics. The first 10 athletes of each

athletic team are scholarship recipients and do not generate revenue. He said he hopes to continue with soccer teams next.

Trustees Jon Lane and Juanita Richards agreed that this is a good discussion, and the trustees would like to see hard numbers that illustrate the FTEs, expenses, and revenue.

At 3:11 Board Chair Jon Lane announced a five-minute break followed by a ten-minute executive session to discuss (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The meeting reconvened 3:26 p.m. with no action taken.

10. President's Employment Contract

President Leas' contract expires in June 30 2019. The Board usually takes action when the evaluation is completed.

Motion 18-35 Trustee Anna Franz moved to extend the President's contract through June 2020. Trustee Stephen McFadden seconded, and the motion passed.

11. Board Policies for information

The board reviewed the following documents to prepare to take action at the next board meeting. BP 6000 Institutional Fund Balances & Contingencies (12/12/13), BP 6100 College Tuition and Fees (6/9/16), and BP 6110 College Tuition and Fees – Refund Policy (5/21/15).

12. Board Policies for Action

The board reviewed BP8057 Minority Owned Business Enterprises and Women Owned Business Enterprises Policy (12/28/2001).

Motion 18-36 Trustee Anna Franz moved to approve revised BP 8057 Office of Minority and Women's Business Enterprises Policy. Trustee Juanita Richards seconded, and the motion passed.

13. Board Assessment

Trustee Anna Franz attended graduation (E-1, E-2, E-3, E-4, E-5, E-6).

Trustee Juanita Richards attended the Celebration Lunch (E-2, E-6) and graduation, the GED ceremony, and nurses pinning (E-1, E-2, E-3, E-4, E-5, E-6). She also attended a meeting with the Foundation and Convergent (E-5).

Trustee Thomas Stredwick attended a meeting with the Foundation and Convergent (E-1, E-2, E-3, E-4, E-5). He also attended the GED ceremony and graduation (E-1, E-2, E-3, E-4, E-5, E-6).

Trustee Stephen McFadden attended a meeting with the Foundation and Convergent (E-1, E-2, E-3, E-4, E-5, E-6). He also attended graduation and nurses pinning ceremony (E-1, E-2, E-3, E-4, E-6). Additionally, he attended the Othello Career

Showcase (E-1, E-4), the Adams County Healthcare Sector Partnership ((E-1, E-4), and the North Central Workforce Board Meeting ((E-1, E-4).

Trustee Jon Lane reported that he attended the Moses Lake School District's Long-Range Planning meeting (E-1, E-2, E-4, E-5, E-6), where they discussed working together to locate their secondary school closer to BBCC for joint use of facilities. He also attended a Foundation meeting (E-1, E-2, E-4, E-5, E-6), met with Dr. Leas (E-1, E-2, E-3, E-4, E-5, E-6), attended graduation (E-1, E-2, E-3, E-4, E-5, E-6), and the Celebration luncheon (E-1, E-2, E-3, E-4, E-5, E-6).

President Leas commented that collaborating with the school district could minimize duplication of facilities. Wallenstein Theater is not designed well for modern performing arts presentations. The high school could benefit from a performing arts center, and there is possibility that the school district and BBCC could work together on a Performing Arts Center. Soccer fields surrounded by a track around are also a possibility for shared space with the school district. Dr. Leas asked about the board's ideas about shared space. Trustee McFadden and Franz both agreed affirmatively to have a collaborative conversation with the school district without entering into the bond issues.

Board Chair Jon Lane stated the Foundation is making progress with Convergent toward supporting the Workforce Education Center.

Board Chair Lane asked how the trustees can talk with each other without violating the Open Public Meetings Act (OPMA). AAG Jason Brown stated meetings of a government bodies, such as the board, need to meet in open-public when any action is taken that includes a discussion with a quorum of three or more trustees. Two trustees may discuss the college outside of a public meeting, unless discussions are held in succession to develop consensus. Passively receiving information via email does not violate the OPMA; however, an email discussion among three or more board members does violate OPMA.

Board Chair Lane shared that he wants the trustees to be heard and to give Dr. Leas time to prepare for any topics or questions that the trustees may have. Trustee McFadden commented that trustees could share future agenda items requests during the previous meeting. President Leas stated that he always includes all trustees by blind copy when responding to a trustee's request to keep everyone informed.

14. Next Meeting

The next meeting date conflicts with a WACTC meeting that President Leas needs to attend. The trustees discussed setting a study session on October 15, 10:00 - noon and rescheduling the regular meeting from October 4 to October 15 at 1:30 p.m.


15. Miscellaneous

President Leas discussed upcoming trustee activities. The group discussed the ACCT Conference in New York, which Trustee Jon Lane is attending. Trustee Thomas Stredwick is also interested in attending the ACCT Conference.

President Leas shared the draft of his 2018-19 work plan incorporating evaluation comments and aligning with the college's core themes and objectives. The document includes a section for President Leas to meet with the Board Chair quarterly to review progress on the work plan.

President Leas congratulated Trustee Thomas Stredwick for completing his Master's Degree in Organization Development at Gonzaga University.

Adjourned at 4:02 p.m.


Chair Jon Lane

ATTEST: 
Terrence Leas, Secretary

