

Big Bend Community College



Board of Trustees

Regular Board Meeting

**Tuesday, March 15, 2011
8:30 a.m.**

ATEC

Hardin Community Room

Community College District No. 18

**7662 Chanute Street NE
Moses Lake WA 98837**

Spring 2011 Campus Events

March 2011						
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		

April 2011						
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

March	15	Board of Trustees Meeting, Hardin Community Rm, 8:30 a.m.
	15	ASB: Free Pool, 1400 Game Room; Library Campout 8:00 p.m.
	15	Winter Quarter Instruction Ends
	16	ASB: Library Campout 8:00 p.m.; Final Exams
	19-27	BBCC Spring Break
	22	Gear Up Event on BBCC Campus
	25	JATP Welcoming Ceremony Masto Conference Ctr, 7:00 p.m.
	28	Spring Quarter Instruction begins
April	2	Baseball vs. Walla Walla CC; BBCC Baseball Field; 1:00 p.m.
	5	ASB Sponsored Blood Drive; 1400 Building
	6	Baseball vs. CC of Spokane; BBCC Baseball Field; 1 p.m.
	8	Softball vs. Wenatchee Valley CC; BBCC Softball Field; 2 p.m.
	9	Softball vs. Yakima Valley CC; BBCC Softball Field; Noon
	12	Board of Trustees Meeting, Hardin Community Rm; 8:30 a.m.
	12	ASB Pastafest Lunch; Masto Conference Ctr; 10:30 a.m.-Noon
	13	Baseball vs. Yakima Valley CC; BBCC Baseball Field; 1 p.m.
	13	ASB Pool Tournament; 1400 Game Room; 2:15 p.m.



Spring Quarter begins March 28!



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, March 15, 2011, 8:30 a.m.
ATEC- Hardin Community Room

	Action		Tab
<i>Governing Board Members:</i> <i>Katherine Kenison, Chair</i> <i>Vice Chair, Angela Pixton</i> <i>Mike Blakely</i> <i>Mike Wren</i> <i>Jon Lane</i> <i>Dr. Bill Bonaudi, President</i>	A	1. Call to Order/Roll Call Pledge of Allegiance	
	I	2. Introductions All WA Academic Team: Ryan Harris, Dana Oie	
	I/A	3. Consent Agenda	3
		a. Approval of Study Session Minutes 2/22/11 (A) Regular Mtg Minutes 2/22/11	
		b. President's 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. Quarterly Budget Update (I)		
I	4. 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)	4	
	a. ASB Representative – John Buhler, President		
	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	5. National Ctr for Academic Transformation-Math Faculty	5	
A	6. Naming Opportunities- Board	6	
	-----BREAK-----		
A	7. Probationary Tenure Reports Executive Session	7	
I	8. Assessment of Board Activity- Board	8	
A	9. Next Regularly Scheduled Board Meeting– Board	9	
I	10. Miscellaneous	10	
	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 April 12, 2011, 8:30 a.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: 3/15/11

ITEM #3: CONSENT AGENDA (for action)

- a. Regular Board Meeting Minutes February 22, 2011
Study Session Meeting Minutes February 22, 2011

BACKGROUND:

The minutes of the Regular Board Meeting and Study Session held February 22, 2011, are included for review.

Prepared by the President's Office.

RECOMMENDATIONS:

President Bonaudi recommends the Board of Trustees approve the minutes.

**BIG BEND COMMUNITY COLLEGE
BOARD OF TRUSTEES**

February 22, 2011

Present: Mike Blakely
Katherine Kenison
Jon Lane
Mike Wren

Absent: Angela Pixton

Trustee Katherine Kenison called the meeting to order at 10:30 a.m.

Dean of Institutional Research Valerie Kirkwood explained the Access Monitoring Report is the first AMP report of the year. Formerly, six monitoring reports were presented specific to each Board Ends Statement. The report structure was modified to three reports which cover all six Ends Statements while addressing the AMP. The Board is reminded that we present research data across the college community with reports to the Board, to various college committees, to college departments, to the community via MediaSite presentations of Board meetings and State of the College. The goal of Access is to acquaint people with BBCC resources, learn what our district needs and engage residents in the use of resources including registering for classes.

1.2 Assessment of Need

Includes elements of E-2 Access, and E-3 Partnerships.

Business Information Management Instructor Daneen Berry Guerin provided information regarding the process of updating their program. Due to advisory board discussions, a review of labor statistics, and student comments, the Office Information Technology (OIT) Program was renamed the Business Information Management (BIM) Program. Consistently, the former name of the program was confused with an IT program. Business Information Management describes the program focus more accurately. BIM offers four degrees; two medical office degrees and two administrative office degrees, as well as six certificates.

The BIM Advisory Board has recruited a representative from the medical field. National and Washington State labor statistics project a significant increase in openings for medical office assistants and administrative assistants. Offering programs that teach the skills needed in these areas will assist students to obtain and or improve their employment.

Instructor Berry-Guerin shared that students enrolled in the OIT program at the time the program changed had the option to complete the OIT degree. All of those students chose to take additional classes to complete the BIM degree.

Trustee Jon Lane asked about the consistency of other colleges accepting these credits. Instructor Berry-Guerin explained that BIM is not a direct transfer degree. However, these degrees do meet the transfer requirements for the BAS degree at CWU in Administrative Management. Two current BIM students plan to transfer to that program this fall.

Trustee Mike Wren asked about changes to the program's class content after the title change. Instructor Berry-Guerin responded that the core classes remained the same. Medical and technology classes have been added.

1.1 Resources/Services

Includes elements of E-2 Access, E-3 Partnerships, E-5 Climate and E-6 Multiculturalism.

Director of Basic Skills and JATP Sandy Cheek described the Basic Skills program. She defined access as the ability to get what you want. Many people are limited by poverty, geographic isolation, lack of education and experience, thus making resources more difficult to access. Many people make do with seasonal jobs and questionable futures. Director Cheek stated the Basic Skills program represents the first rung on the educational ladder for many people. Offering these classes in our communities and after normal work hours makes access more possible and shows responsiveness to community needs. Classes are also offered at some worksites meeting specific needs of employers/employees.

Budget constraints have greatly effected access. During time of limited funding the most robustly enrolled classes are priorities. Basic skills courses may not have the highest enrollments however they offer less tangible benefits. In many communities the only constant BBCC presence is a basic skills class in a basement after normal work hours. It is difficult to re-establish trust in communities once a class and the college has withdrawn from a community.

Partnerships with agencies such as OIC, and SkillSource allow BBCC to leverage their resources to promote college services. Lamb Weston, Simplot and Inland Tarp are examples of private companies partnering with BBCC to deliver basic skills courses.

Almost every community in the BBCC service district has been touched by basic skills classes. Director Cheek showed a map representing the decrease of basic skill offerings in BBCC's service district communities due to budget constraints. She stated community colleges are open door institutions however those doors are closing. Enrollments are decreasing while the demand remains high. Reduced budgets translate to reduced offerings despite the high demand. Director Cheek showed ESL classroom photos. The spaces are overcrowded however students persevere and improve their English and prepare for college.

Trustee Lane asked about the tuition for basic skills classes. Director Cheek stated basic skills students pay a \$25 fee mandated by the Legislature. There are ABE fee waivers available for documented hardships.

Director of Title V, Terry Kinzel, provided information regarding Community Knowledge Centers. Distance learning provides access with online classes. Many targeted students don't have access to computers or the internet. The USDA Rural Utility Services (RUS) grant provided connection to Lind, Washtucna, Mattawa, Ritzville, and Othello/Warden via community knowledge centers. Thin client computers were located in accessible locations within school districts. The superintendents and principals shared BBCC staff's excitement. ESL classes could help 25% of the students in Lind.

When BBCC assessed reactions to the centers they realized that students were not using them. This showed BBCC needed a different approach. We worked to increase the student usage by creating center guides. We also talked with school district staff and formed teams of advisers. BBCC staff participated in the school district faculty in-services at the high schools and broke through the barriers. After relationships were formed a school district employee was hired to be the liaison/mentor between BBCC and the school district. The connection between BBCC and the school district faculty was key to students accessing the knowledge center. Title V funding adds additional centers and a staff position to reach out into the communities not just for set up but follow through and continued training for center usage. The goal is twofold; wider access and fitting the solution to the community.

Trustee Jon Lane asked about the thin client computers. Director Kinzel stated the school district system was not compatible for college content. BBT Director Russ Beard created a relationship with the ESD staff and they allowed the district to connect with the BBCC library system. The thin clients are working great connected to the library system.

1.3 Counseling and Advising **Includes elements of E-2 Access and E-4 Student Achievement**

Counselor Max Heinzmann stated advising is important to student success. Data Analyst Starr Bernhardt worked to capture data regarding advising. A campus wide analysis of the 2010 Outcomes report made the importance of gathering the data clear. Staff found that advising was happening across campus but not being documented.

Analyst Bernhardt facilitated a data gathering tool based on faculty suggestion on the Institutional Research Portal. Faculty and staff can enter the data individually or it can be transferred from their outlook calendars. Over 2,000 advising contacts have been recorded. This is not all of the advising that is being provided but it's a good start. Analyst Bernhardt demonstrated the online log. It is important to follow the success rates of students who have been advised to determine how the amount or type of advising effects student success. Faculty have indicated they would like to provide the information in a different way. The Institutional Research department is working to

refine the process and build a more complete picture. Then they will organize the data, analyze the trends and report the results.

Trustee Mike Wren stated this topic was discussed extensively last year. The data will either validate what we think or not. Trustee Mike Blakely asked about the faculty's cooperation with this effort. Analyst Bernhardt stated that faculty have been cooperative but the process needs to be more convenient for them. Trustee Katherine Kenison asked about the definition of an advising contact. Analyst Bernhardt stated an advising contact can be a phone call, helping a student complete an education plan or contact during an outreach event.

Counselor Max Heinzmann stated the open door policy of the community colleges is important. Baccalaureate schools are selective however community colleges allow all to enter and we meet them at their educational level, sometimes pre-college. He said there are many forms of advising. One online resource for students is the degree audit program, paper worksheets are also available. This helps students see their progress towards degrees based on the credits they have earned.

Counselor Heinzmann shared a referral that recently led to student access. A potential student contacted him to inquire about correspondence courses. He said he didn't have a computer or internet access or tv. Counselor Heinzman referred him to Title V Director Kinzel. She informed him about the community knowledge center in his town. After learning about this he plans to drive to his local high school and pursue college classes. Counselor Heinzmann said he gets excited about "seeing students do that which they once thought impossible." Recently a very excited student reported "I'm getting math!"

1.4 Marketing Plan & 1.8 Communication **Includes elements of E-2 Access, E-3 Partnerships and E-6 Multiculturalism**

Dean Kirkwood demonstrated the new BBCC commercial from the website. Trustee Mike Blakely stated the Quincy Chamber distributes an electronic newsletter and they would be receptive to including a link to the commercial. Trustee Katherine Kenison reported she viewed the commercial in the Fairchild Cinemas before a movie.

1.5 Partnerships **Includes elements of E-2 Access, E-3 Partnerships, E-4 Student Achievement and E-6 Multiculturalism**

President Bonaudi shared examples of partnerships specifically for the MIST program partners: Irrigators Inc, Lad Irrigation, Valley, WA State Potato Commission, Skone Irrigation, Zimmatic and Reinke. Other BBCC partners include economic development councils, school districts, churches, SkillSource and Opportunities Industrialization Center (OIC). Partners bring a wealth of resources. The WA State Potato Commission is providing eight \$2,000 scholarships to the MIST program.

Partners also create awareness in our communities. The Pre-Employment Training Program (PET) started with the Grant County EDC, BBCC and local industry discussing how they were competing for entry level employees. Based on community need the organizations worked together to build an entry-level training program to create a pool of qualified applicants. President Bonaudi emphasized the importance of BBCC's involvement with industry taking the lead. BBCC was the facilitator and provided meeting spaces and helped compile curriculum and instructors which the industry provided. This has evolved into a six-week class. Our role has broadened to keep the consortium together. New members are being recruited; SGL, Chemi-con and REC are all members now.

President Bonaudi also described how local health organizations partner with BBCC by offering clinical sites and staff for our nursing students. Samaritan Hospital formerly provided instructors, and Othello Community Hospital provides a regular adjunct faculty member instruction.

The MIST program was developed during the worst national and statewide economic downturn. It required facility and equipment investment and BBCC relied on willing partners. Reinke built a small portable center pivot system and a full size center pivot system for the Soil Conservation property. BBCC funded the installation. Developing this program helped finalize combining the IET and MMT programs into the IST program. The MIST program has specific center pivot system curriculum. Reinke will be hosting an employee training session here soon and they are allowing five current IET students to participate at no charge.

One last partnering example came to BBCC through an aviation graduate who piloted for Federal Express. Through his contact a Fed Ex 727 was donated to the AMT program. As can be seen, partners are essential to our ability to serve our students.

1.6 Recruitment

Includes elements of E-2 Access, E-3 Partnerships, E-5 Climate and E-6 Multiculturalism

Coordinator of Student Recruitment & Outreach José A. Esparza stated his goal is to increase enrollment and public awareness. Student Support Services (SSS), counselors and financial aid staff are all involved in outreach. Coordinator Esparza attends career and college fairs. He just returned from a career fair at the Columbia Basin secondary school. He has also attended fairs in Pasco where he made 250 contacts, and Eastmont in East Wenatchee. Aviation Instructor Byran McKune also attends aviation fairs in western WA.

When students come on campus for tours Coordinator Esparza engages them in conversation. Last week eight students from Ephrata's Sage Hills Alternative High School visited and five students visited from the Manson High School. If over 30 potential students come in a group he requests assistance from other staff. Tours include visiting the registration office, the business office, the financial aid office, the

gym, cafeteria and library. Tours are customized to the students' interests. Coordinator Esparza has also worked with the math placement test staff so students can take the test while they're here for the tour.

Tailored presentations to different interested audiences and class presentations are also provided by Coordinator Esparza. He presents to ESL, ABE and GED classes and Skillsource participants. He recently presented financial aid information to Quincy students along with Rita Delgado. There were 60-80 students and parents present. Trustee Mike Blakely commented that he also attended this event and he was impressed that the students were assisted with their FASFA applications. BBCC has also provided similar outreach events in Royal City and Wilson Creek. College Goal Sunday was held February 13. This is an event open to all students and their parents to receive hands on assistance submitting their FASFA online regardless of the college they want to attend.

BBCC has upcoming events to help students and potential students explore future careers and think about college. During the annual Gear Up event community members present individually and students choose their topics. A college planning day is held here at BBCC with CWU, EWU, UW, WSU, Evergreen, PLU and Gonzaga represented. High school students from the entire service district attend. The Latino Education Fair, Edúcate is held in April. Last year there were over 350 participants.

BBCC Placement tests have been taken out to the high schools in order to increase access. The test was administered in the Ephrata, Lind, Washtucna, and Odessa high schools.

Trustee Mike Blakely commented that he remembers when the automotive faculty visited Quincy to recruit students.

1.7 College Services

Includes elements of E-2 Access, E-3 Partnerships, E-4 Student Achievement, E-5 Climate and E-6 Multiculturalism

BBT Client Services Manager Scott Carsey talked about the migration from video conferencing (ITV) to lecture capture via the MediaSite product. He explained that video conferencing has been available at BBCC since 1998.

The Budget crises in 2008 prompted discussions on streamlining distance education. Video conferencing required equipment at each site and a facilitator/coordinator. MediaSite has been integrated so that faculty can teach and the technology is not a barrier. Video conferencing is high maintenance and MediaSite is much less so. It only requires power to the recorder. MediaSite has lower storage requirements and is much more user friendly. With video conferencing there were issues around archiving lectures on VHS tapes. Mediasite has archival capability and it was integrated into distance education. Lecture capture via Mediasite was introduced to BBCC in 2009. Video conference generated 88 FTEs in five years and MediaSite generated 95 FTEs in one

year. Video conferencing is limited by classroom space and equipment. Accessing MediaSite only requires a computer and internet connection. MediaSite's on demand viewing for students allows for easier access. Feedback has shown much higher satisfaction rate with MediaSite. Mr. Carsey demonstrated a MediaSite classroom. He explained that video conferencing is still used for administrative functions.

Trustee Mike Wren asked about the MediaSite delivery and student interaction. Mr. Carsey stated the interactivity is different with MediaSite. Instructors can't see the students, they communicate through instant messaging, e-mails and discussion boards. VP Mohrbacher elaborated that with Mediasite and Angel (another software) together, instructors and students can participate in blogs and discussion boards. The tools provide a good package for online delivery to students. Students can also access MediaSite classes for review at anytime after the live lecture. BBCC currently has four classrooms with MediaSite capabilities. Due to student demand, two MediaSite studios were created, one in the Student Success Center and one in a vacated faculty office. Trustee Mike Blakely suggested making the MediaSite link on the website more obvious.

Dean Kirkwood concluded this report focuses on how BBCC tracks access and if residents are using our resources. Increased enrollment and student success are the goals. BBCC will continue to refine the data gathering process. The Title V grant is funding an early alert warning system for students with failing grades. National data reveals that using early warning systems can lead to increased student success.

Trustee Mike Wren commented that he has seen a dramatic increase in need and delivery of relational support. He said BBCC does a very good job in this area. Trustee Mike Blakely said appropriate counseling makes a big difference for students. Students often choose who they are comfortable with and most faculty respond well to that.

The meeting was adjourned at 12:06 p.m.

Katherine Kenison, Chair

ATTEST:

William C. Bonaudi, Secretary

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Tuesday, February 22, 2011, 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**

Chair Katherine Kenison and Vice Chair Angela Pixton were absent and President Bonaudi served as the chair per Board Policy 1000.3 GP 4.4 "In the absence of both the Chair and the Vice Chair, the President shall serve as Chair without privilege of vote in any official meeting of the board."

Present: Mike Blakely
Jon Lane
Mike Wren
Absent: Katherine Kenison
Angela Pixton

President Bonaudi reminded all that the meeting was being streamed live on MediaSite.

2. **Introductions**

Coach Poth brought the BBCC Men's Basketball team into the meeting. The team members introduced themselves: Brandon Brook majoring in Business, Hayes Garrity, Spencer Pingel majoring in Accounting, Taiyo Robertson majoring in Accounting, Ben Olayinka majoring in Physics/Math, Blake Skidmore majoring in Accounting, Brandon Funston majoring in Business, Austin Larsen majoring in Health Sciences and John Buhler majoring in Biology. Mingo Scott and Mitch Poth are assistant coaches. Coach Mark Poth reported the team as a "great group of guys." Their combined GPA for fall quarter was 3.4 and they had 20 wins. They are currently first in the league. They will be competing in the NWAACC tournament Saturday, March 5. Coach Poth thanked the President and the Board of Trustees for their support.

3. **Consent Agenda**

a) Approval of Regular Board Meeting Minutes January 4, 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) Donations (A).

MOTION 11-03 Trustee Mike Blakely moved to approve the Consent Agenda. Trustee Mike Wren seconded the motion, and the motion carried.

- a. President Bonaudi commented that the artwork donation by the Faculty Association, which was on display, was very nice and drawn by a former BBCC student, now attending CWU. It will be on display in the Student Success Center.

ASB Vice President Jessica Homesley provided the ASB report. Spencer Pingel is the new ASB Public Relations person. ASB has been busy this month sponsoring a lot of events; Black History Month motivational speaker, a speaker on financial literacy, and a dance. They also helped with activities for the home basketball games. The last home basketball game will be held tomorrow night against Wenatchee Valley, and there will be a bowling night on Thursday, February 23. Over 300 people attended Breakfast fest.

Last week's halftime for the men's basketball game was quite a crowd pleaser. André Guzman took on José Esparza at Sumo boxing. There was a great turnout to support this event.

The Vikings Soccer Club and the Students Supporting Students Club participated together in a local phonebook delivery fundraiser, each club raising over \$110. The soccer club also sponsored an indoor soccer tournament in Royal helping raise \$570. They are currently communicating with other soccer clubs from Eastern, WSU and Gonzaga to schedule games this spring.

March 9, the SSS Club will participate in the Student Leadership Conference in Olympia. This conference will provide students with an opportunity to hear about current issues in the legislature that will affect their future, learn about the legislative process and advocate on behalf of TRiO Programs. They are planning to take 10-12 students and three advisors.

The Welding Club has been selling Krispy Kreme donuts and handmade metal roses for fundraising events.

MEChA did a Valagram fundraiser last Monday and raised over \$170 for their club. The Valagrams were cookies attached to helium filled balloons.

Phi Theta Kappa raised money by hosting the coatroom at Winter Serenade as well as selling concessions for Allied Arts events. They are also preparing for their Induction Ceremony for new members this Thursday at 4:00 in the Masto Conference Center.

- b. Classified Staff Representative Kathy Aldrich was absent and VP Holly Moos provided the report. She thanked everyone who attended the Classified Staff Recognition Luncheon. Several Trustees attended and it was sincerely appreciated.

VP Moos reminded all that Classified staff are critical to operations, they are the front line workers and they also perform a lot of work behind the scenes. BBCC's 76 classified staff have worked a total of 807 combined years. The average tenure of a BBCC Classified staff employee is 10.6 years. Currently, BBCC has 33 classified staff employees who have worked over 10 years, 15 have worked over 20 years and 3 have worked over 36 years. That's amazing longevity on the job.

- c. Faculty Association President Mike O'Konek reported Physics Instructor Jim Hamm welcomed an REC engineer into his Engineering Physics class. The engineer shared about his work and his educational path. Instructor O'Konek also reminded the Board that the 27th Annual Skills USA Car Show will be held in the BBCC automotive building March 19. One of the high school students recently placed third in the skills USA competition for small engines.
- d. VP Hamburg reported the Student Success Center is finished and students are using the space. She also shared the green budget sheet information, which summarized the budget cuts totaling \$2,579,024 with 16 positions lost to date.
- e. VP Mohrbacher introduced Associate VP Lacher and Counselor MariAnne Zavala-Lopez to share the presentation they co-presenting with Yakima Valley Community College at the ATD Strategies Institute in Indianapolis earlier this month.

Associate VP Lacher reported they gave a one-hour session to a standing room only crowd of 65 attendees titled *Welcoming Incoming Students with an Eye on First Quarter and First Year Persistence*. This same presentation will be provided to the Washington Student Services Commission in April. Counselor Zavala-Lopez explained the process to getting started at BBCC: Apply for Admission, Take placement exams, Attend new student registration and new student orientation (NSO). Students meet advisers and attend workshop sessions. President Bonaudi and VP Mohrbacher welcome the students to the session. The workshops are intended to help with preparation and persistence in college classes. Career workshops are also offered. Workshop options include setting up student network accounts, obtaining ID cards and campus tours. Each participating student is issued a BBCC passport, which gets stamped at each workshop. The passports are entered into a drawing to win (2) \$100 textbook gift certificates sponsored by the BBCC Foundation and Bookstore. Many departments work together to host the NSO, it is a campus wide event. New student orientation survey results show students understand their education plans better and receive information helpful for their first quarter at BBCC. BBCC also hosts a Welcome BBQ in the fall for new students to meet informally with faculty advisers and staff.

Associate VP Lacher stated a goal of AtD is to develop a campus culture of evidence.

This is accomplished by continually reviewing statistics and talking with students and staff. Data shows that the strategies are working. Of the students who attend the new student orientation 89% returned. In all groups measured those students who attended NSO had a higher return rate than those who did not attend. Another measurement was student awareness of the new student orientation. In the AtD cohort of small colleges, 22% of students were unaware of the NSO, only 2% were unaware at BBCC. Information sharing strategies are working.

The college survival skills class (CSS) is required for students who place in precollege math and English. The reenrollment data shows that students taking the CSS classes reenroll at a higher rate.

The BBCC mentoring program started in Fall 2009. Mentors visit with students several times throughout the quarter. The beginning of improvement strategies is assessment and evaluation of what helps students succeed.

President Bonaudi said it was an honor to be asked to present at a national conference. He thanked Associate VP Lacher and Counselor Zavala-Lopez for their participation. VP Mohrbacher stated when anticipating diminishing budgets it's important to track what is working to help determine priorities of the college.

- f. VP Moos provided an update from Human Resources. She reminded the Trustees that all staff complete administrative evaluations every other year on the President, Vice Presidents, Associate Vice President and Deans. The evaluations this cycle will be distributed via Survey Monkey. This process will streamline the surveys and greatly reduce the workload and expense. This may also prompt a higher return rate. VP Moos stated there are three open searches for Title V grant positions.

5. 2011 Access Monitoring Report

President Bonaudi commented the Study Session this morning was designed to provide the detailed information from the 2011 Access Monitoring Report. Trustee Mike Wren stated the Access Monitoring report was expansive and complete. Trustee Jon Lane commented it is obvious from the report that BBCC cares about and is invested in student success.

MOTION 11-04 Trustee Mike Blakely moved to accept the 2011 Access Monitoring Report as presented in the Study Session earlier today Trustee Jon Lane seconded the motion, and the motion carried.

6. Naming Opportunities

President Bonaudi stated this agenda item provides the opportunity to consider action recognizing former Trustee Felix Ramon. Trustee Mike Wren stated Trustee Kenison's language, per her hand out, is appropriate. Trustee Blakely agreed with the wording Trustee Kenison provided. He stated buildings are

named after people very important to the institution. Financial donations or service to the institution also justify the naming of a building. Trustee Jon Lane stated he was supportive of the wording change and he would like to wait for the full Board to be present to revise the policy.

MOTION 11-05 Trustee Mike Blakely moved to award Felix Ramon Trustee Emeritus status based on his contribution and interest in BBCC for the past 16 years. Trustee Mike Wren seconded the motion, and the motion carried.

Trustee Blakely also noted that Trustee Ramon was on the Board when President Bonaudi was hired. That choice continues to be good for BBCC. Trustee Ramon was the longest serving member of the BBCC Board of Trustees and continues to serve on the BBCC Foundation Board. Discussion of the naming opportunities will continue at the next Board meeting.

7. Assess Board Activities

Trustee Mike Wren reported he attended the TACTC conference and noted teamwork with the Trustees and the opportunity for unity within the system. He said Winter Serenade was a great event.

Trustee Jon Lane stated he was on campus to judge the Veterans of Foreign Wars Oratory contest. He has been appointed an ex officio member of the Grant County EDC Board. He attended the TACTC new Trustee Orientation and TACTC Conference and commented they were very good. Trustee Lane also attended Winter Serenade. He attended the welcoming ceremony for the Fairchild Air Force personnel and it was well attended. He also attended the Moses Lake School District long range planning committee where he learned students are outgrowing their facilities. The faculty discussed moving toward small learning communities. There are currently 2,000 students in the high school. They are considering building onto the campus to offer separate academies for academic and vocational career pathways. Lastly, he attended the Classified Staff luncheon.

Trustee Mike Blakely stated he attended the BBCC Financial Aid night in Quincy. He commended Mr. Esparza for doing a good job and spending time connecting with the students. He attended the Classified Staff recognition luncheon. Trustee Blakely also attended the Quincy Valley Leadership Council Roundtable. He delivered the message that BBCC is part of the Quincy community. He also attended the Allied Arts play *My Fair Lady* in Quincy. Trustee Blakely attended the TACTC Conference in Olympia. He also visited with the Fairchild Air force staff during lunch in the dining hall. The Air Force staff reported it was the “best food ever.” They also told Trustee Blakely the Super Bowl event in the Masto Conference Center was appreciated. Trustee Blakely attended Winter Serenade with Dr. & Mrs. Newkirk from Quincy.

Mrs. Newkirk is on the Quincy Library Foundation Board and Trustee Blakely arranged for her to meet with VP Mohrbacher and President Bonaudi regarding best selling author, Terri Dulong, presenting to BBCC students. Trustee Blakely sent a letter to Mrs. Weinstein regarding becoming a SBCTC trustee. He also sent thank notes to the W.E. Jones Foundation for their recent donation and complimented Paul Hirai for cultivating that important contact.

Trustee Blakely noted that Governor Gregoire addressed the TACTC Conference attendees. He shared his concerns that community colleges may get lost in the shuffle with the possible transition to the Department of Education. He discussed community colleges becoming a part of the K-14 system to have our funding mandated by the constitution.

Trustee Katherine Kenison provided a written list of her activities prior to the meeting. She was a couch potato sponsor and she attended Winter Serenade. Trustee Kenison attended the Fairchild Air Force welcome event and the TACTC Conference. She also attended the Classified Staff Awards Luncheon, attended to the Legislative Action Committee issues and met with Dr. Bonaudi regarding the Board agenda. Lastly she sent an e-mail regarding the wording of the policy regarding naming opportunities.

8. Next Regularly Scheduled Meeting

President Bonaudi stated the Board could consider rescheduling the BBCC Board meeting to Tuesday mornings at 8:30 per Trustee Kenison's request. If a study session is scheduled it could begin at 8:30 a.m. with the Board meeting beginning immediately following the Study Session.

MOTION 11-06

Trustee Mike Wren moved to set the next Board meeting on March 15, at 8:30 a.m. and for all future meetings to begin at 8:30 a.m. unless otherwise noted. Trustee Jon Lane seconded the motion, and the motion carried.

9. Miscellaneous

President Bonaudi stated Winter Serenade 2011 was the best ever. This event may be incorporated into next year's 50th anniversary celebration.

The All Washington Academic Team Celebration will be held at South Puget Sound Community College at noon on March 24. BBCC's two nominees will attend. They are also eligible for ranking on the all USA team. Any Trustees who are interested should contact Melinda for arrangements.

The BBCC Foundation major fundraiser, Cellarbration for Education!, will be held Saturday, May 21. President Bonaudi encouraged everyone to attend and bring their friends.

The Spring TACTC Conference will be held June 26-28 at Suncadia Resort near Cle Elum. Please let Melinda know if you plan to attend.

President Bonaudi suggested the Trustees consider appointing a second BBCC Foundation Liaison in Trustee Ramon's absence. Currently, Mike Wren is the only liaison to the Foundation Board.

MOTION 11-07 Trustee Mike Blakely moved to adjourn the meeting.
Trustee Mike Wren seconded the motion, and the motion carried

The meeting adjourned at 2:39 p.m.

William C. Bonaudi, Acting Chair

ATTEST:

William C. Bonaudi, Secretary

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #3 CONSENT AGENDA (for information)

b. President's Update

BACKGROUND:

Highlights of President Bonaudi's activity log from February 15, 2011, through March 8, 2011, are following.

Prepared by President Bonaudi.

RECOMMENDATION:

None

President's Activity Log Highlights

Date	Activity	Purpose of meeting	Location	Comments
2/15/11	Quincy Library Foundation Members	Coordinate author Terri Dulong's visit to BBCC	BBCC	
2/15/11	Eastern Regional Presidents	Collaboration	Conference Call	
2/16/11	Grant County EDC Board	Community Support	BBCC	
2/16/11	Odessa Supt Sue Ellen White	K-12 Partnership	Odessa	
2/18/11	Regional Alliance Mtg	Community College Support	Conference Call	
2/18/11	SBCTC Legislative Update	Higher Education Support	Conference Call	
2/22/11	BBCC Board of Trustees Meeting	College Guidance	BBCC	
2/24/11	WACTC Presidents' Mtg	Higher Education Support	SBCTC	
2/25/11	Grant County EDC Banquet	Community Support	BBCC	
3/03/11	NWCCU Annual Meeting	Accreditation Update	Seattle	
3/04/11	NWCCU Workshop	Accreditation Training	Seattle	
2/18/11	Regional Alliance Mtg	Community College Support	Conference Call	
3/04/11	SBCTC	Higher Education Support	Conference Call	
3/05/11	PET Graduation	Student Success	BBCC	
3/08/11	Ritzville Supt Bill Thurston	K-12 Partnership	Ritzville	

Big Bend Community College

Date: 3/15/11

ITEM #3: CONSENT AGENDA (for information)

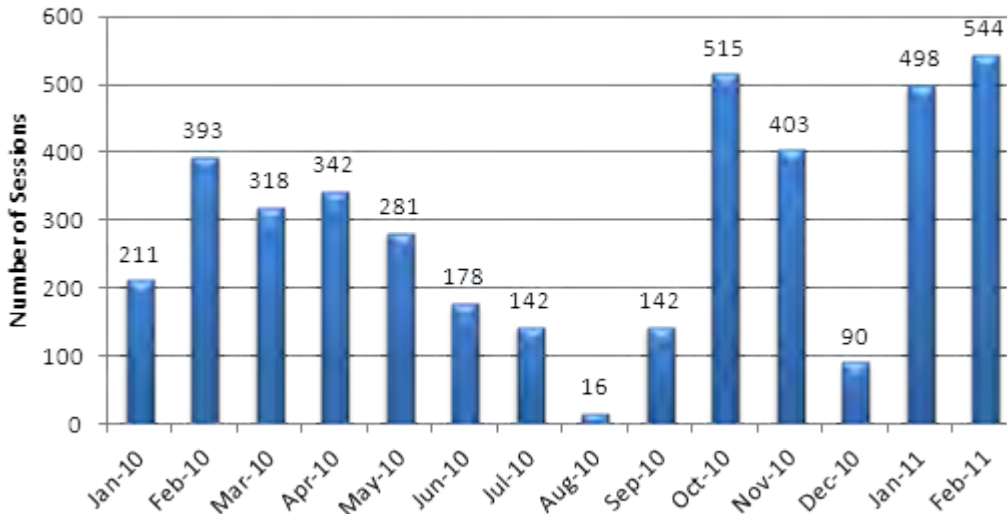
- c. Student Success Initiatives Update
 - 1. Achieving the Dream
 - 2. Student Achievement Initiative
 - 3. Academic Master Plan

BACKGROUND:

Achieving the Dream

Online Tutoring

Online Tutoring Use 2010-2011



Online tutoring continues to increase in popularity among students. In February 2011, the total number of tutoring sessions was 544, up significantly from 393 sessions during February last year. AtD is evaluating tutor usage and student retention and success.

Community College Research Center (CCRC)

The Community College Research Center (CCRC) is working to evaluate Achieving the Dream initiatives. They are currently collecting data from AtD schools in Washington.

Researchers will be on campus in early May to conduct interviews with members of the Big Bend AtD team. This report will help us compare the results of our AtD efforts with other schools in our cohort.

Student Achievement Initiative

For Fall 2010, we saw some initial changes in trends in Achievement Points. While it is early to tell where we will be by the end of the year, the fall results show a couple of interesting developments:

- Overall points were down 83 points compared to last fall. This is mostly attributable to a decrease in Basic Skills FTE. Basic Skills was down 82 points compared to last fall.
- We were up 79 points in College Readiness. This most likely correlates to improved success in developmental math (MPC 095 and MPC 099).
- We were up 13 points in Completion of Certificates and Degrees. This is significant because our trend in completions has been downward over several years, so we are hopeful that this upturn will continue.

Academic Master Plan

The AMP committee will be meeting soon to select members for a work group for Accreditation self study and to confirm a timeline and list of responsibilities. This work will help us to integrate our AMP efforts with our external reporting to NWCCU.

Prepared by VP Mohrbacher, Dean of Institutional Research Valerie Kirkwood, Data Analyst Starr Bernhardt.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #3 CONSENT AGENDA (for information)

d. Accreditation

BACKGROUND:

President Bonaudi and Valerie Kirkwood attended the Northwest Commission on Colleges and Universities (NWCCU) Annual Meeting and Year Five/Year Seven Self Evaluation Workshop at the beginning of March. The workshop provided context for our comprehensive report to the NWCCU due in the summer of 2011.

Prepared by President Bonaudi, Ms. Valerie Kirkwood, Dean of Institutional Research & Planning.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #3 CONSENT AGENDA (for information)

- e. Assessment Update

BACKGROUND:

The Assessment Committee met in February and reviewed Educational Assessment Plans for all Programs. We consulted examples from other colleges. This will help us accomplish program reviews required by the Academic Master Plan and the NWCCU comprehensive visit in 2012.

To meet accreditation expectations regarding transparency and help students understand educational expectations, our program outcomes will be posted to our web site so students have easy access to complete information about the programs in which they enroll. The committee also reviewed the Big Bend's General Education Outcomes to determine if they should be updated.

The discussion was expanded to the entire faculty at the Winter In-service.

Prepared by the President's Office.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #3: CONSENT AGENDA (for information)

f. Capital Project Update

BACKGROUND:

Facilities Master Plan

VP Hamburg is in the planning stages for updating the Facilities Master Plan.

Transfer Center and Bathroom Remodel – Building 1400: The project has been completed. The bathrooms were opened on January 7 and the Student Success Center was opened on January 24.

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #3: CONSENT AGENDA (for information)

g. Human Resources Report

BACKGROUND:

We are still in the recruiting/interviewing phase for three Title V positions: Activity Coordinator, Online Student Services Developer and Computer Science Instructional Designer.

Preparations for faculty negotiations are continuing.

Exempt Training-Reported since last Board Meeting:

Jenny Nighswonger attended a SBCTC College Readiness Workshop on February 10-11; Heidi Summers and Sandy Cheek attended the Council for Basic Skills on February 3-4; Jennifer deLeon and Sandy Cheek went to the Directors Institute for Learning Standards Framework on February 25; Sandy Cheek attended CASAS Web Based Assessment training on February 15; Terry Kinzel attended the National Center for Academic Transformation Conference (on math re-design) on February 6-8; Char Rios attended the Business Affairs Commission (BAR) meeting by Elluminate on February 2, a Wellness Coordinator training webinar on February 17, and Lift & Shift training by Elluminate on February 24; Holly Moos attended the Human Resources Management Commission meeting by ITV on February 3-4; Valerie Kirkwood and President Bonaudi attending the NWCCU annual meeting and report workshop March 3-4; Holly Moos, Andre Guzman and Tim Fuhrman attended the Labor Law Arbitration Conference March 4; Bob Mohrbacher attended the Curriculum for the Bioregion Conference regarding improving the quality of undergraduate education February 25-26.

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

RECOMMENDATIONS:

None.

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #3: CONSENT AGENDA (for information)

h. Enrollment Report

BACKGROUND:

The enrollment report as of Wednesday, March 2 is included for your information. While we continue to exceed our FTE funded level target enrollment, the effects of budget cuts can be seen. Winter 2011 enrollment is lower than winter 2010 due to fewer class sections being offered, particularly ABE/ESL classes.

The tuition amount budgeted for 2010-2011 is \$3,308,514. As of February 28, 2011, we have collected \$2,697,918 or 81.5% of the budgeted amount. As of February 28, 2010, we had collected \$2,530,306 or 81.4%. Winter quarter netted us an additional amount of \$137,025 in excess tuition dollars. Along with the \$219,240 that we exceeded in fall quarter that brings our total to \$356,265 for the year.

TUITION COLLECTION REPORT
February 28, 2011 and February 28, 2010

	<u>2010-11</u>	<u>2009-10</u>
Annual Budget	\$3,308,514	\$3,108,514
Total Collections as of February 28	\$2,697,918	\$2,530,306
As a % of annual budget	81.5%	81.4%
Left to collect to meet budget target	\$610,596	\$578,208

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

F.T.E. REPORT			
3/2/2011			
			ANNUALIZED
			<u>FTEs</u>
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			585.2
SPRING			<u>483.0</u>
<i>Total</i>			<i>1808.3</i>
TOTAL			
			<u>3667.4</u>
1st year Target (includes 53 Workforce)			1676
2nd year Target (includes 86 Workforce)			<u>1708</u>
Two-year Target Total			3384
SBCTC 2-year rolling enrollment count			
Past year + current year actual FTE			3667.4
Past year + current year allocation			3384.0
% of allocation target attained to date			108.4%
Add'l FTEs to meet minimum 96%			-418.8
Add'l FTEs to meet target 100%			-283.4
FTEs over target - 1st year			183.1
FTEs over target - 2nd year			100.3

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #3: CONSENT AGENDA (for action)

i. Donations

BACKGROUND:

Charles & Janice Fogerson recently passed away and it was their wish to make a donation to BBCC. They would like to donate a Kawai 6'1" grand piano to the BBCC Music Department. This generous donation will be a great benefit to Big Bend Community College's Music Department.

Prepared by the President's Office.

RECOMMENDATION:

President Bonaudi and Vice President Hamburg recommend acceptance of the above-mentioned donation.

MEMO

To: Bob Mohrbacher
From: Pat Patterson
Date: March 4, 2011
Re: Gift to Music Department

Message

Several months ago Kathy Erwin from the Nursing Department contacted me about her mother's request to buy and donate a grand piano to the Big Bend Music Department to be used in the classroom. Kathy did considerable research in Eastern Washington and eventually found a piano at the Steinway Piano Gallery in Spokane that she thought I might like. On Saturday, September 25, 2010, my wife and I traveled to Spokane where I spent two hours trying out four different grand pianos.

After some deliberation I selected one of the four as an outstanding instrument in the price range we were considering. As it turned out my choice was the one that Kathy had hoped I would choose. It was also the choice of the staff at the Gallery.

I most highly recommend that the Board accept this gift to the Music Department on behalf of the college. The monetary value of the Kawai 6'1" grand piano is approximately \$15,000 including a bench, padded cover, piano cradle, one tuning, and delivery. Scheduled delivery would be within the next two weeks.

This is a most generous gift to the college and will be a major upgrade to the music program.

BIG BEND COMMUNITY COLLEGE

Date: 3/15/10

ITEM #3: CONSENT AGENDA (for information)

j Quarterly Budget Report

BACKGROUND:

The Budget Status Summary as of February 28, 2011, is attached for Board review. There was 44.28% of the state operating budget remaining with 33.34% of the fiscal year remaining. Last year at this time there was 46.33% of the state operating budget remaining.

RECOMMENDATION:

None

**BIG BEND COMMUNITY COLLEGE
BUDGET STATUS SUMMARY
AS OF FEB 28, 2011**

PROGRAM	CATEGORY	BUDGET	ADJUSTMENT	BUDGET	SPENT	BALANCE	% REMAINING
		As of 7/1/08		As of 2/28/11	Includes Enc		
010 INSTRUCTION	SALARIES	5,009,030	(149,336)	4,859,694	2,658,921	2,200,773	45.29%
	BENEFITS	1,542,185	4,916	1,547,101	917,480	629,621	40.70%
	GOODS&SVC	413,364	6,980	420,344	124,045	296,299	70.49%
	TRAVEL	42,320	4,000	46,320	4,530	41,790	90.22%
	EQUIP	84,250	0	84,250	23,042	61,208	72.65%
	TOTAL		7,091,149	(133,440)	6,957,709	3,728,018	3,229,691
040 PRIMARY SUPPORT TO INSTRUCTION	SALARIES	297,942	0	297,942	202,605	95,337	32.00%
	BENEFITS	106,328	0	106,328	72,533	33,795	31.78%
	GOODS&SVC	10,839	0	10,839	2,066	8,773	80.94%
	TRAVEL	5,356	0	5,356	1,294	4,062	75.84%
	EQUIP	0	0	0	0	0	0.00%
	TOTAL		420,465	0	420,465	278,498	141,967
050 LIBRARY	SALARIES	295,484	0	295,484	174,643	120,841	40.90%
	BENEFITS	107,743	0	107,743	66,505	41,238	38.27%
	GOODS&SVC	63,656	0	63,656	47,889	15,767	24.77%
	TRAVEL	1,750	0	1,750	234	1,516	86.63%
	EQUIP	10,162	0	10,162	6,136	4,026	39.62%
	TOTAL		478,795	0	478,795	295,407	183,388
060 STUDENT SERVICES	SALARIES	954,580	46,884	1,001,464	580,323	421,141	42.05%
	BENEFITS	317,570	5,804	323,374	201,471	121,903	37.70%
	GOODS&SVC	48,962	35,947	84,909	20,246	64,663	76.16%
	TRAVEL	5,650	600	6,250	2,564	3,686	58.98%
	EQUIP	0	0	0	620	(620)	0.00%
	GRANTS	584,553	(115,765)	468,788	323,133	145,655	31.07%
	MATCH	15,004	0	15,004	9,420	5,584	37.22%
	TOTAL		1,926,319	(26,530)	1,899,789	1,137,777	762,012
080 ADMIN.	SALARIES	1,398,349	(11,938)	1,386,411	858,871	527,540	38.05%
	BENEFITS	460,498	(5,477)	455,021	299,141	155,880	34.26%
	GOODS&SVC	760,590	(34,500)	726,090	232,604	493,486	67.96%
	TRAVEL	22,875	(500)	22,375	10,041	12,334	55.12%
	EQUIP	16,250	(5,000)	11,250	19,465	(8,215)	-73.02%
	TOTAL		2,658,562	(57,415)	2,601,147	1,420,122	1,181,025
090 M&O	SALARIES	993,705	(55,142)	938,563	601,927	336,636	35.87%
	BENEFITS	392,242	(22,475)	369,767	243,092	126,675	34.26%
	GOODS&SVC	1,151,350	0	1,151,350	552,795	598,555	51.99%
	TRAVEL	3,275	0	3,275	0	3,275	100.00%
	EQUIPMENT	16,337	0	16,337	9,612	6,725	41.16%
	DEBT SERV.	0	0	0	0	0	0%
	TOTAL		2,556,909	(77,617)	2,479,292	1,407,426	1,071,866
TOTAL BUDGET		15,132,199	(295,002)	14,837,197	8,267,248	6,569,949	44.28%

ALLOCATION # 3	Basic Skills and ESL	39,008
ALLOCATION # 4	Student Achievement Initiative	4,902
ALLOCATION #6	Budget Reduction	(407,717)
ALLOCATION #6	Workforce Development Projects	68,805
ALLOCATION #		
ALLOCATION #		
ALLOCATION #		
ALLOCATION #		
TOTAL ADJUSTMENTS TO ALLOCATION		(295,002)

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #5: National Center for Academic Transformation (for information)

BACKGROUND:

On February 7-8, 2011, four members of the BBCC math department, along with Title V Director Terry Kinzel, attended a workshop in Orlando, Florida, sponsored by the National Center for Academic Transformation (NCAT). The title of the workshop was, "Increasing Student Success in Developmental and College-Level Math." The workshop allowed the math faculty to hear about successful strategies used by other colleges and to plan the next steps necessary to build on the success they have had in the modularization of MPC 095 and 099.

Math Instructor Tyler Wallace will share information from the workshop.

Prepared by VP Bob Mohrbacher.

RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #6: Naming Opportunities (for action)

BACKGROUND:

Board Chair Kenison proposed wording revisions via e-mail prior to the February 22, 2011, Board meeting. At the February 22, 2011, meeting the Trustees agreed with the wording and decided to wait for the full Board to be present before officially revising the policy. Trustee Kenison's wording has been included in the proposed policy revision (BP 1000.3 GP-7) attached.

RECOMMENDATION:

None.

GP – 7 Naming Of Facilities

The Board retains its right to name and rename college buildings and facilities as an appropriate honor to individuals and organizations for friendship, service and support of the college.

1. The Board will also approve the naming of buildings and facilities according to the wishes of a donor who has met the schedule of financial support for the various capital projects of the college. The schedule of naming opportunities will be set in Administrative Process AP1020 .

Proposed Addition:

2. ***The Board may also approve the naming of buildings and facilities in order to honor those who have rendered extraordinary service to the college or who, by their personal or professional achievements have significantly enhanced the reputation of the college. Honorees for extraordinary service may not be current employees, and may include those who have given extraordinary service to the college in a service or volunteer capacity such that their contributions are widely recognized by the community and their peers.***

GP – 8 By Laws Of Community College District #18

INTRODUCTION

The Big Bend Community College Board of Trustees, under law, is charged with the responsibility of Community College District No. 18. The authority is vested in the board, not in its individual board members. To assist the board in carrying out its responsibilities, it shall employ a president of Big Bend Community College and delegate to him/her the responsibility for administering the district under policies approved by the board. (RCW 28B.50.100) [see Board Resolution 2003.1 and BP1004]

Policies of the Board of Trustees are found in the records of board action and in the Board Policy Manual of which this document is a part. The bylaws which follow contain all of the rules adopted by the board which are in force and which relate to the organization and powers of the board and its method of conducting business.

OFFICES OF THE BOARD OF TRUSTEES

The Board of Trustees shall maintain an office at Big Bend Community College, Moses Lake, Washington, where all regular meetings shall be held, unless otherwise announced, and all records, minutes, and the official college seal shall be kept. This office shall be open during all normal business hours to any resident taxpayer of the State of Washington.

Correspondence or other business for the board shall be sent to the Secretary of the Board, who is located in this office at 7662 Chanute Street, Moses Lake, Washington 98837.

MEETINGS OF THE BOARD OF TRUSTEES

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #7: Probationary/Tenure Reviews (for action)

BACKGROUND:

The Board will consider probationary faculty contract renewal for the following faculty.

Faculty Member	Position	Current Status
Julia Berry	Psychology Instructor	2 nd t probationary year
Mercedes Gonzalez-Aller	Nursing Instructor	2 nd probationary year
Richard Wynder	Automotive Instructor	2 nd probationary year
Jerry Wright	Industrial/Electrical Instructor	2 nd probationary year

The Board will also consider granting tenure to the following faculty:

Sonja Farag	Mathematics Instructor	3 rd probationary year
Tyler Wallace	Mathematics Instructor	3 rd probationary year

Prepared by Vice President of Student Services and Instruction Bob Mohrbacher.

RECOMMENDATION:

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

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: 3/15/11

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

BACKGROUND:

The next Regularly scheduled Board meeting is Tuesday, April 12, 2011, at 8:30 a.m.

Prepared by the President's Office.

RECOMMENDATION:

BIG BEND COMMUNITY COLLEGE

Date: 3/15/11

ITEM #10: Miscellaneous (for information)

BACKGROUND:

Recently a community member expressed her concern that BBCC had not closed for Presidents' Day. Our recollection is that at least as early as 1998, after concerns were expressed about losing two instructional days (Mondays) from the four-day teaching week every February, it was decided to work the Presidents' Day holiday to minimize the impact to the teaching schedule. An additional day off around Christmas was the accommodation to working on Presidents' Day. The date to be taken is voted on by the Classified and Administrative/Exempt staff. The teaching days are negotiated with the faculty in setting the instruction calendar each year.

The BBCC Foundation Liaison positions are an important connection for the Board. Historically there have been two Trustees acting as liaisons with the Foundation Board. Currently, Trustee Mike Wren is the only liaison, following Trustee Felix Ramon's retirement. The Board may act to appoint another liaison to the Foundation Board.

The Washington All Academic Team Celebration will be held March 24, 2011, at South Puget Sound Community College. Trustees are invited to attend, please rsvp with Melinda.

The JATP welcoming ceremony will be held March 25 in the Masto Conference Center. Please rsvp with Melinda.

The BBCC Foundation's fundraiser Cellarbration for Education! will be held May 21, 2011. This will be an exciting gourmet dinner and auction event, please attend and invite your friends.

The next TACTC Conference coordinated by ACCT will be held June 26-28, 2011 at Suncadia near Cle Elum. In preparation for the conference a survey was e-mailed to each Trustee. The aggregated information from all of the Trustees in the Washington Community and Technical College system will be presented at the conference. Please confirm your attendance with Melinda.

RECOMMENDATION:

None.

PRESIDENTS' DAY

Recommend

Be the first of your friends to recommend this.

Posted: Friday, March 4, 2011 9:00 am

I am writing in regards to Big Bend Community College's decision to not acknowledge Presidents' Day this year. The college has chosen to observe such federal holidays as Martin Luther King's Day but chose not to observe a holiday meant to celebrate one of our founding fathers birthdays. A day which has more than one meaning. In a time of unrest in this country with immigration reform and many other things going on. I feel it looks bad that Big Bend would take the position it has to not observe this holiday. I have sent a letter to the president of the college regarding this matter, letting him know I was disheartened by the colleges decision to observe other federal holidays and not this one. Please let me know where the papers position is on this subject.

Barbara Knopp

Moses Lake

TOWNNEWS

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