



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, May 20, 2008, 1:30 pm  
Hardin Community Room – ATEC Room 1837

	Action		Tab #
<i>Governing Board Members:</i>  <i>Katherine Kenison, Chair</i>  <i>Mike Blakely, Vice Chair</i>  <i>Bob Holloway</i>  <i>Cecilia DeLuna-Gaeta</i>  <i>Felix Ramon</i>  <i>Dr. Bill Bonaudi, President</i>	A	1. Call to Order/Roll Call	
	I	2. Introductions	
	A	3. Consent Agenda	3
		a. Approval of Regular Mtg Minutes 4/08/08 (A)	
		Approval of Joint Wahluke Board Mtg Minutes 4/17/08	
		b. Achieving the Dream Update (I)	
		c. Student Achievement Task Force (I)	
		d. Assessment Update (I)	
		e. Accreditation Report (I)	
		f. Capital Project Report (I)	
		g. Enrollment Report (I)	
		h. Childcare Update (I)	
	i. Donations (A)		
	j. Emeritus Status Nominations (A)		
	k. IBEST CDL graduate information (I)		
	l. Quarterly Budget Update (I)		
	m. ASB Bylaws (A)		
	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)	4	
	a. ASB Representative – Matt Boyce, President		
	b. Classified Staff Representative – Kathy Aldrich		
	c. Faculty Representative – Mike O’Konek, Faculty Assn. President		
	d. VP Administrative Services – Ken Turner		
	e. VP Instruction/Student Services – Dr. Mike Lang		
	I 5. Exceptional Faculty Award Reports– Kathy Tracy Mason, Erik Borg	5	
A	6. E-3 Partnerships Ends Statement Monitoring Report Valerie Kirkwood	6	
	-----BREAK-----		
A	7. Presidential Evaluation Process Possible Executive Session	7	
A	8. Board Officer Elections	8	
I/A	9. Assessment of Board Activity - Board	9	
I/A	10. Next Regularly Scheduled Board Meeting – Board	10	
A	11. Misc.	11	
A	12. Adjournment	12	

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 June 24, 2008, 1:30 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: 5/20/08

ITEM #3: CONSENT AGENDA (for action)

- a. Regular Board Meeting Minutes April 8, 2008  
Special Joint Wahluke Board Meeting Minutes April 17, 2008

BACKGROUND:

Minutes of the Regular Board Meeting held on April 8, 2008, at Big Bend Community College are attached for review. Minutes of the Special Joint Wahluke Board Meeting held on April 17, 2008, are attached for review.

RECOMMENDATIONS:

President Bonaudi recommends the Board of Trustees approve the minutes.

BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for information)

b. Achieving the Dream (AtD) Update

Related Board Ends Statements and Academic Master Plan (AMP) Outcomes

E-2 Access,

AMP E2.1, E2.2, E2.3

E-3 Partnerships

E-4 Student Achievement,

AMP E4.1, E4.2, E4.3, E4.4, E4.5

BACKGROUND:

One of the strategies of Achieving the Dream is to improve student persistence. One strategy BBCC chose was to change the way BBCC offers new student orientation. In the fall of 2007, we followed students who attended New Student Orientation and similar students who did not attend New Student Orientation and whether they enrolled winter quarter. Eight-three percent of the students who attended New Student Orientation came back in winter quarter. Sixty-six percent of similar students who did not attend New Student orientation returned in winter quarter. The New Student Orientation seems to have a positive impact on student persistence to the next quarter.

The AtD Annual Report was submitted to MDRC and College Spark on April 30 and follows for your information.

RECOMMENDATION:

# Achieving the Dream Annual Narrative & Financial Report – April 2008

Institution: Big Bend Community College  
AtD Funder: College Spark Washington

April 30, 2008

Report Submitted by: Mike Lang, Vice President of Instruction/Student Services  
7662 Chanute Street, Moses Lake WA 98837  
mikel@bigbend.edu  
(509) 793-2055

After a review of quantitative and qualitative data; including faculty, student, and community focus groups; Big Bend Community College (BBCC) chose two priorities for the Achieving the Dream focus: Priority 1: Successful completion of developmental math courses and Priority 2: Increase retention of first quarter students by improving first-year student experiences. Initial strategies chosen to increase the successful completion of developmental math courses include improving new student math placement levels and increasing support services for students in those courses. Priority 2 strategies include increasing student awareness of student support resources and enhancing student advising. The following narrative and the online report on interventions provide additional detail regarding BBCC's progress to date towards decision making based on data to help students successfully meet their educational goals.

## *I. Culture of Evidence and Inquiry*

Institutional research capacity has increased this year. A research analyst, partially funded with AtD funds, has been added to the institutional research staff. There is a more focused approach to data collection and analysis. The institutional research department now disaggregates data and provides initial analysis of it for use in campus-wide decision making. A wider dissemination of data is now the norm, including posting many of the reports on the BBCC Web site and providing reports to community groups.

Many campus groups are now analyzing and using data for decision making and supporting grant applications. Instructional Council and Executive Council increasingly ask for data prior to changing policies and procedures. The use of the data collected to write the implementation grant has resulted in the college adding a developmental math faculty position, which will be filled prior to the start of fall quarter 2008, funded with institutional funds.

The institutional research department is responsible for providing monitoring reports for each Board of Trustees meeting as part of the Carver model of governance. The reports are quite detailed and require the gathering of quantitative and qualitative data and considerable staff time to prepare. This department is also active in working with the president and Board on governmental affairs issues and planning of campus fund-raising activities. The department has also recognized an increase in requests for data from college departments. BBCC data is stored in multiple databases as part of a Legacy system. Data from the State Board for Community and Technical Colleges is provided quarterly, but only after the term has ended. Current data may be pulled from the management systems, but requires knowledge of where particular data is located and how to link fields to obtain the needed results.

Longitudinal/student cohort data has been used as a result of BBCC's participation in Achieving the Dream. The Community College Survey of Student Engagement (CCSSE) was administered in spring 2007 and results will be used as base-line data. The reenrollment and success rates of first-time students who have completed the college success skills courses have been compared to those who have not completed these courses. This data indicates a 20% greater persistence rate for those who completed the courses. Because of these findings, the number of sections of college success skills courses will be increased in fall 2008 and students considered to be most at-risk will be required to enroll in the course.

## *II. Stakeholder Involvement*

BBCC faculty and staff members have been actively engaged in the Achieving the Dream efforts this year in numerous ways. The Achieving the Dream Core Team includes faculty members who also serve as priority coordinators and members of AtD strategy sub-committees. The two priorities have been subdivided by strategies and groups formed to oversee each strategy. These groups include

administrators, faculty, and classified staff. New student success initiatives that have been developed or improved include new student registration and orientation, a review of advising practices, advisor training, and the updating of the college success skills courses. Student evaluations and focus groups were used in making the changes in the college success skills courses. Staff members have traveled to community colleges in Eastern Washington to learn about online educational planning, online early warning systems, and supplemental instruction. All faculty and advising staff members attended a full day advising workshop presented by a consultant recommended by the National Academic Advising Association (NACADA).

Student focus group comments resulted in the development of the Viking Seminar Series. Topics have included Cash for College, Time Management, Mysteries of Transfer, and Study Skills. As a part of Achieving the Dream and the Washington Student Achievement Initiative, a diverse group of staff and faculty have designed and presented the seminars. Working together toward the common goal of improving student achievement has helped reduce silos across the institution.

Student involvement this year has included participation in surveys and informal focus groups. The college success skills instructors used informal focus groups when redesigning their courses. Students completed the CCSSE during spring quarter 2007 and will be completing a BBCC designed enrollment/engagement survey in spring 2008.

Collaboration with K-14 and community conversations this year have focused on sharing information about Achieving the Dream and BBCC's data and strategies for improving student success. Presentations have been made to school district superintendents and to the Warden and Wahluke School Boards. At each of these meetings, feedback was solicited, including requesting responses on a survey. BBCC is also working with four school districts to offer the math placement test at their high schools in spring 2008.

The BBCC president serves on the AtD Core Team and regularly monitors the college's Achieving the Dream work. He attended NISOD and the CCSSE workshop in May 2007 and will be attending again in 2008. An AtD report is provided to the Board of Trustees at each meeting.

### III. Strategic Interventions

The following interventions have been reported online using the *Interventions to Improve Student Outcomes Online Tool*. All interventions are updated as of April 30, 2008.

- ABE/ESL Student Mentor
- Advising Training
- BBCC New Student Orientation
- College Success Skills Course
- Diversity Training
- Early Academic Intervention
- Enhanced Student Advising
- Financial Support for Fees
- Math Placement Test in High Schools
- Mentoring for Academic Persistence & Achievement (MAPA)
- Online Tutoring
- Tutoring Support
- Viking Seminars

Priority 1: Increase successful completion of developmental math courses

#### **Strategy: Improve new student math placement level**

*Washington State Transitions to Math Project (delayed):* College staff have not yet been able to reach the desired level of collaboration between high school and college math faculty or to engage faculty, students, and parents in the statewide project. The AtD core team will work with the math department to focus on this initiative in year two, including planning meetings with local school district math instructors.

*Math Placement Test (delayed):* Originally BBCC planned to administer the math placement test to high school students during the fall of 2007. All schools contacted requested that the test not be administered until spring of 2008. This initiative is now in progress.

*Summer Math Jam (as planned):* The summer math jam course will be offered in August 2008.

#### **Strategy: Increase developmental math support services for students**

*Supplemental Math Instruction (as planned):* Supplemental instruction is planned for year two and preliminary study and planning has been taking place.

*Tutoring (implemented as planned):* BBCC purchased an online math tutorial service (tutor.com) that is providing tutoring for not only math but also for English, science and social science subjects. Tutoring is offered in both English and Spanish.

Priority 2: Increase retention of first-quarter students by improving first-year student experiences

**Strategy: Increase student awareness of student support resources**

*New Student Orientation (implemented as planned to scale institution-wide):* The registration process has been separated from new student orientation. Most new students are now advised in small group sessions which include registration into first quarter classes. New student orientation now includes workshop sessions on topics including: transfer information, professional/technical information, BBCC network and email instruction, study skills, allied health careers, and financial aid. At the fall orientation new students are able to meet their advisor, attend a mini college class and tour campus. New processes began during summer 2007 and data is currently being analyzed.

*Revise Freshman Experience Course Curriculum (implemented as planned):* Faculty members have revised the curriculum for freshman experience classes (Study Skills and Focus on Success) and the first revised sections are being offered during spring 2008. The number of on campus and distance learning sections offered was increased during 2007-2008 and will increase in fall 2008 as these courses will be required for at-risk students. Additional staff and faculty members will receive training and begin teaching the courses in fall 2008.

**Strategy: Enhance Student Advising**

*Increased Advising (partially implemented):* Expanded academic and career advising for TRIO-like students to include an intake interview, assessment and an educational planning session were implemented during 2007-2008. Although the Noel-Levitz College Student Inventory (CSI) was used to help advise a small number of students (Opportunity Grant Students, and students in some freshman experience classes), more training for staff needs to occur so that staff know how to best use survey information to advise and counsel students. Some advisors also need to be convinced that the CSI is a useful tool to help improve student retention. Advisors will be meeting in May 2008 to plan an expanded



implementation of the CSI and appropriate training sessions. Before mandatory advising is required for students enrolled in selected pre-college classes, faculty need to receive more training.

*Advisor Training (partially implemented):* The advisor training provided during the winter faculty in-service session was helpful, but more training is needed. Several faculty and staff members will attend a NACADA summer institute in order to receive advisor training and to help provide additional training to faculty upon their return. BBCC counselors will provide specific degree requirement advisor training to faculty and staff at the fall 2008 faculty in-service. A group is currently being identified to compose an advisor manual as part of the Title V grant.

*Mentoring and Support for Hispanic Students (implemented):* BBCC staff developed a pilot mentoring program for Hispanic students. This project, Mentoring for Academic Persistence & Achievement (MAPA), began with an information session in December 2007. Currently 17 students, 6 BBCC staff and one AmeriCorps staff have participated in MAPA. Activities include one-on-one advising, group mentoring, and College Knowledge Series (information sessions). College Knowledge Series presentations include scholarship information, managing budgets, and transfer information. All 17 students are currently enrolled (spring quarter).

*Additional strategies implemented during 2007-2008:*

- Provided additional tutoring support for Trio-like students beyond the tutoring provided in the math and English resource centers.
- Developed an early academic intervention process for the Opportunity Grant program, where students are required to submit quarterly grade checks to determine if extra help is needed. Students are encouraged to initiate study groups as additional academic support.
- Provided additional informational workshops (Viking Seminar Series) for students. Titles of workshops for winter and spring quarters included: *Cash for College*, *How to get it*, *How to keep it*; *Crunched for time? Time management & Study Strategies*; *Mysteries of Transfer*; *Undecided? Tools for direction in your college & career*; *Strategies and Resources for a Successful College Experience*; and *Stressed? Tips and Tricks for Stress Management*.

- Created a position for an ABE/ESL Staff/Student Mentor and Transition Advisor to help students who have earned their GED and/or reached English proficiency with their transition into college level courses.
- Use state Student Persistence/Achievement funds to provide additional financial support to students in need (Book Lending Library, lab fees, lap top computer checkout etc.).
- In collaboration with the Title V Grant, diversity training has been provided for over 100 faculty and staff since the beginning of fall quarter 2007.

*IV. Institutionalization*

Achieving the Dream and student achievement discussions have been prevalent in most institutional meetings with the Board of Trustees, the Division Chairs (faculty leads), the Executive Council (chief administrators dean level and above), the Cabinet (administrators at the director level and above), and with faculty at in-service training sessions. AtD data and relevant discussions are initiating changes in policy and procedures involving student advising, registration, orientation, placement testing, faculty training and professional development, curriculum development, support services for students (student information workshops and tutoring), and freshman experience courses (increased number of sections being offered next fall and curriculum changes).

Additional resources that have been committed toward student achievement activities include time and effort from many staff members who have been involved in committee meetings and planning intervention strategies. Although the dollar amounts and fund sources are difficult to document many hours of institutional support have gone into the AtD initiative.

<u>Source of funds</u>	<u>Approx amount</u>	<u>Interventions being supported</u>
State Funds	\$16,545	Advising, Ed Planning, tutoring, text book

		lending library, lap top computer use, etc.
State Funds	\$17,261	Institutional Research Director Salary (25%)
Institutional Funds	\$3,000	New Student Orientation

## *V. Evaluation*

Early data has been collected and will be used as baseline data to compare the effectiveness of intervention strategies. The major obstacle to designing and conducting evaluation is the Legacy system the Washington Community and Technical Colleges uses for data processing. The system was designed about 30 years ago and uses multiple databases for data storage. It is difficult to link and extract data from the system. Manipulation of data to provide information to staff that is easy to understand is time consuming. Data warehouse information from the state system is not available until weeks, sometimes months, after the term has ended. BBCC has purchased SPSS software for institutional research use. The institutional research director and research analyst will be attending SPSS training in June, 2008, and expect that the use of this software will improve the efficiency of the department.

## *VI. Communications*

BBCC Achieving the Dream information is shared through a variety of methods including a written report to the Board of Trustees at each meeting and a quarterly printed newsletter. The newsletter is also available on the BBCC AtD Web page, along with data and other AtD information. Students, faculty, staff, and the community have access to the Web page. The newsletter is provided to all constituencies, as well.

Press releases were written upon receiving the grant and presentations to community groups have included the BBCC Board of Trustees joint meetings with the Warden and Wahluke School Boards. Conference presentations were made at the 2008 AtD Strategies Institute in Atlanta, Georgia, and at the Washington State Pathways Conference held in Spokane, Washington, during June 2007.

## *VII. Summary of Accomplishments and Disappointments*

One of the greatest accomplishments this year was to use Achieving the Dream data and conversations concerning AtD Priority Area 1, increase successful completion of developmental math courses, to support the hiring of an additional full-time tenure track developmental math instructor. A second accomplishment supportive of priority 1 was to have math faculty work together to identify and purchase tutor.com, an online tutorial program to improve student success in math.

Failure to bring together high school and college math faculty to discuss ways to improve placement scores, subsequent placement in higher level math courses, and student success in BBCC developmental math courses is disappointing. Lack of cooperation on administering the math placement test to juniors and seniors from the largest high school in the college service district was a setback. However, it is possible that this will take place next year.

Because of work with Achieving the Dream and the statewide Student Achievement Initiative there is excitement across campus in several departments about developing strategies to improve student success. More staff members are requesting data from institutional research staff to support their decision making processes and the institution as a whole is becoming more supportive and interested in building a culture of evidence. In addition, as a direct result of the AtD Core Team's efforts to involve more faculty and staff in sub-committee work and staff meetings to develop and implement success strategies, traditional institutional silos have been eliminated and departments are cooperating to support student achievement.

#### *VIII. Annual Interim Financial Report*

<i>Achieving the Dream: Community Colleges Count</i>							
<i>Name of Organization: Big Bend Community College</i>				<i>Date: 4/30/08</i>			
SUGGESTED BUDGET CATEGORIES		REQUESTED SUPPORT					TOTAL SUPPORT REQUESTED
		Year 1	Year 1 Expenditures to date	Year 2	Year 3	Year 4	TOTAL
<b>1</b>	<b>Direct Costs</b>						
	<b>Personnel Expenses</b>						
	Salaries (list staff, title, salary, % of time)	29,500	13,600	28,040	30,060	23,460	111,060
	Fringe Benefits (list % rate)	7,875	5,452	7,435	6,950	6,425	28,685
	<i>SUBTOTAL: Personnel Expenses</i>	37,375	19,052	35,475	37,010	29,885	139,745
	<b>Other Direct Expenses</b>						
	Materials and Supplies	33,000	9,888	18,000	18,000	18,000	87,000
	Stipends for faculty/staff	25,700	2,150	24,000	18,500	15,000	83,200
	Travel	9,000	7,454	8,000	8,000	8,000	33,000
	Meetings/Conferences	12,000	8,862	8,000	1,000	1,000	22,000
	Consultants	6,000	2,165	3,000	1,000	500	10,500
	Evaluation (up to 10% Achieving the Dream funds may be used for evaluation; other sources may augment that amount)	6,500	1,892	6,000	6,000	6,000	24,500
	<i>SUBTOTAL: Other Direct Expenses</i>	92,200	32,411	67,000	52,500	48,500	260,200
<b>2</b>	<b>GRAND TOTAL</b>	129,575	51,463	102,475	89,510	78,385	399,945

**Progress Report as of April 30, 2008**  
**Big Bend Community College – Achieving the Dream**  
**First Year Goals to be completed by March 31, 2008**

**Priority Area: 1. Increase Successful Completion of Developmental Math Courses**

1.1 Administer the BBCC math placement test at area high schools

The BBCC math placement test will be administered at 4 district high schools. Results will be shared with high school students, counselors and math instructors. Scores will be entered into the BBCC student management system and compared to scores after additional math has been completed.

PROGRESS: The math placement test was administered to students at Wahluke High School in early April. Three other high schools have set dates for math placement testing in May 2008. Administration of these tests was originally planned for fall 2007, but was moved to spring 2008 as requested by area high school administration and instructors.

1.2 Increase collaboration between college math faculty and high school math instructors in the BBCC service district.

The BBCC math faculty will host a meeting of district high school math instructors to discuss the alignment of high school math curriculum to improve high school student's math placement and success.

PROGRESS: BBCC math instructor, Salah Abed, met with math instructors at Ephrata High School to discuss math curriculum alignment. A district-wide meeting was not held in 2007-2008, but with help from the AtD Core Team will be planned for the 2008-2009 school year.

1.5 Research and purchase online math tutorial software or tutorial services.

BBCC will research and purchase online tutorial software and/or tutorial services to be in place no later than March 31, 2008. Students accessing the tutorial services will successfully complete developmental math classes at a rate of 10% higher than those not accessing the services.

PROGRESS: BBCC entered into an agreement with tutor.com for online tutoring services in math and English, as well as some science and social science subjects. The service went live in late February. The first full month reports from tutor.com were received in April. Data will be gathered and analyzed as students' awareness and use of tutor.com increases.

## **Priority Area: 2. Increase retention by improving first year student experience**

2.1 BBCC staff will revise the new student orientation process to replicate best practice.

Students who attend new student registration and orientation will enroll for a second term at a rate 10% higher than those who do not attend. Students attending new student orientation during the summer of 2007 will enroll for a second term at a rate 5% higher than in 2006.

**PROGRESS:** New student advising and registration have been separated from the new student orientation. Advising and registration sessions allow new students to meet with an advisor in a small group setting and register for classes. New student orientation has been expanded to include workshops on topics such as study skills, careers, use of the BBCC network, and transfer issues. Student evaluations and staff observations have been positive. Students who attended new student orientation in September 2007 enrolled for a second term at a rate 17% higher than those who did not attend.

2.3 Provide advisor training for faculty and advising staff, including grant personnel.

Advisor training will be offered to faculty and advising staff members.

**PROGRESS:** The February 2008 faculty and staff in-service was a presentation by Tim Collarday, a consultant recommended by the National Academic Advising Association. The full day in-service was devoted specifically to advising and was attended by full-time faculty, advisors, and grant staff. Staff and faculty members will be attending a NACADA summer institute.

2.6 Improve support for Hispanic students by implementing a mentoring program.

A coordinator will be hired to design and implement a mentoring program for Hispanic students. The coordinator will select and train mentors and identify students to participate in the program.

**PROGRESS:** A part time coordinator was hired through the AmeriCorps program. A mentoring program for Hispanic students began with an informational session in December 2007. Currently 17 students, 6 BBCC staff, and the AmeriCorps staff person have participated in the Mentoring for Academic Persistence & Achievement (MAPA) program. All 17 students remain enrolled in spring 2008.

BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for information)

c. Student Achievement Initiative

Related Board Ends Statements and Academic Master Plan (AMP) Outcomes

E-2 Access,

AMP E2.1, E2.2, E2.3

E-4 Student Achievement,

AMP E4.1, E4.2, E4.3, E4.4, E4.5

BACKGROUND:

Staff members continue to work with the TRIO-like students to improve student success and retention. To date approximately ninety-seven (97) students have received intake advising and developed educational plans. In addition to the intake advising, assessment and educational planning, these students are receiving a variety of services which may include loaned text books, tutoring, additional advising, mentoring, loaned lap top computers, etc. All but 20 of the 97 students have re-enrolled for spring quarter.

The six lap-tops that were purchased last quarter as student loaners have been checked out constantly, twenty-eight students have checked out books from our book loan library, twelve students are receiving tutoring in math and we have scheduled three more workshops for our Viking Seminars the topics include; Strategies and Resources for a Successful College Experience, Tips and Tricks for Stress Management and Mysteries of Transfer which brings our total workshop attendance to one-hundred and thirteen students with one workshop remaining.

The Student Achievement Initiative activities at BBCC were reviewed by representatives from the Community College Research Center of Columbia University. The representatives met with the Board of Trustees, President Bonaudi, Vice President Lang, the Deans, Institutional Research Staff, Faculty Leaders, and Student Services Staff. Staff discussed the activities the college has undertaken to improve student success.

RECOMMENDATIONS:

None



## BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for information)

d. Assessment Update

Related Board Ends Statements and Academic Master Plan (AMP) Outcomes  
E-4 Student Achievement,  
AMP E4.1, E4.2, E4.3, E4.4, E4.5, E4.5.2

### BACKGROUND:

The Assessment Committee will select the Assessment Faculty Chairperson for 2008-09 at the May 13, 2008 meeting. The General Education Assessment will be discussed and organized with the goal of assessing General Education Outcomes to be shared with the faculty during the fall 2008 in-service. Achieving the Dream data on College Success Skills Courses, New Student Orientation, and 2005-06, and 2006-07 first quarter to second quarter retention will be provided to the committee.

### RECOMMENDATION:

None.

BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for information)

e. Accreditation Report

Related Board Ends Statements and Academic Master Plan (AMP) Outcomes  
E-4 Student Achievement,  
AMP E4.1, E4.2, E4.5, E-4.7

**BACKGROUND:**

During the Assessment Meeting on May 13, the Assessment Committee will review the General Education Outcomes and begin preliminary discussion on how the Professional/Technical programs should proceed on developing Related Instruction Outcomes. The Annual Report will be submitted to the Northwest Commission on Colleges and Universities on May 21, 2008.

Prepared by President Bonaudi and Ms. Valerie Kirkwood, Assistant to the President for Research, Planning, and Government Affairs.

**RECOMMENDATION:**

None.

## BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

### ITEM #3: CONSENT AGENDA (for information)

#### f. Capital Project Update

#### BACKGROUND:

Window/Skylight Replacement – Buildings 1400 & 1600: This is a new repair project funded at the beginning of the 2006 – 2008 biennium. Burton Construction of Spokane holds the current State contract for Job Order Contracting (a Public Works Tool for completing small projects under \$500,000 total for the fiscal year) and was asked to develop cost estimates and sub-contractor quotes on these projects. The remaining 50 year old, metal framed, single glazed, windows in Building 1400 and the 7 leaking skylights in Building 1600 need to be replaced. The sub-contractor quotes are for \$181,774.31 which is within the budget issued for these repair projects.

Roof Repair – Building 4000 (Maintenance Shop & Dorms: A Job Order was issued to Burton Construction to develop cost estimates and sub-contractor quotes for the repair of three roofs (Buildings 4000, 5000, & 6000). Funding for the repair of building 4000 was issued at the beginning of the 2006 – 2008 biennium. The funding for the repair of dorm roofs will have to be come from dorm earnings.

Childcare: Still waiting for the insurance company to respond. The final results of the tests ordered by the insurance company have been received, according to the insurance company.

Old Developments/Background:

3-26-08 Still waiting for the final results of the tests ordered by the insurance company.

2-14-08 Still waiting for the final results of the tests ordered by the insurance company.

1-14-08 Still waiting for the final results of the tests ordered by the insurance company.

11-27-07 Still waiting for the final results of the tests ordered by the insurance company.

10-13-07 Still waiting for the final results of the tests ordered by the insurance company.

9-11-07 A request to move forward with mediation of the dispute between BBCC and Design Space Modular Buildings was made by our AAG in June and followed up on in July. A response requested .time to receive the latest test results from Kent Engineering (their investigator).

6-14-07 Our AAG and GA continue to request settlement of this insurance claim.

5-14-07 The insurance company called for more inspections and sent Randy Kent of Kent Engineering to go through the building once again; therefore, the claim has not been settled and next steps are under consideration.

3-20-07 Our Assistant Attorney General has requested that the insurance company wrap up their investigation by March 30, 2007 and pay for damages caused by the defective y strainer by April 30, 2007.

2-12-07 Our Assistant Attorney General (AAG) is assisting the General Administration's (GA) in the pursuit of favorably settling this claim. Our project manager, Jim Steffens, is also involved in the process.

1-9-07 The Attorney General's office continues to work with Design Space Modular Building's (DSM) attorney to resolve this claim.

11-28-06 A letter was received from the attorneys representing Design Space Modular Buildings that appears to acknowledge our loss. The Attorney General's office has followed up with another letter requesting resolution of this matter.

10-31-06 A letter from the Assistant Attorney General representing the Washington State Department of General Administration and Big Bend Community College was mailed to the attorneys representing Design Space Modular Buildings (DSM) on September 14, 2006. The letter states that because there is an Express Warranty of the project from DSM through which, "DSM assumed all responsibility to compensate Big Bend for the damage caused by the defective y strainer." As of October 3, 2006, no reply has been received from the attorneys representing DSM.

9-12-06 A letter was received on August 12, 2006 from North American Specialty Insurance claiming their investigation indicated no liability for Design Space Modular Buildings (DSM) because DSM did not have any causative role in the failure of the cooler.

The claim has been referred to General Administration's (GA) Assistant Attorney General who is preparing a response letter scheduled for mailing next week (the week of 9-3-06).

**7-11-06** The final investigative step by the insurance adjustor is scheduled for July 5, 2006, with a final determination on BBCC's claim in mid July. A check is expected by the end of July. \$75,000 is the estimated loss to flood damage that occurred on the night of August 25, 2005. The insurance company requested more detail on our claim; that detail was provided and the insurance company is appraising all the detailed documents provided by BBCC.

Art Building: The Art building is approximately 85% complete. The 3-26-08 estimate was a bit aggressive but the target completion date of June 3, 2008 remains the same. The contractors are focused on completing interior systems and finishes. The BBCC M&O department completed interior wall painting as a cost saving measure and, by working collaboratively with TW Clark's project superintendent, interior wall painting by BBCC staff was timed to complete right before the sub-contractor for ceiling installation came on site to complete their tasks. TW Clark was issued a change order for the entrance road/bus stop part of this project for the sum of \$313,397.00 which is within the budget for this minor project funded at the beginning of the 2006 – 2008 biennium. Site preparation has started for the entrance road and bus stop.

Old Developments/Background:

3-26-08 The Art building is approximately 80% complete. Framing, plumbing, and electrical rough in are complete and have passed inspection. Metal roof installation is complete. Fire sprinkler installation is complete and tested. Ductwork is 50% complete and all windows will be installed by the first week in April. BBCC is scheduled to start painting at the end of April.

A Change Order Proposal (COP) has been issued for the Main Campus Entrance Road and the design for this road is 80% complete. Work on the road is scheduled to start the first of May. The contractor's completion date for this building remains June 26, 2008; however, building occupancy by BBCC will not be allowed by Grant County until the BBCC M&O department completes the landscaping. Fall quarter 2008 is the target date for occupancy.

2-14-08 The Art building is approximately 60% complete. Because the project is going so well, the 10% of the budget set aside for contingencies can be used to complete more of the inside finish work. We are working with TW Clark to cost out

casework, trim packages, flooring, and toilet accessories. It looks like we will be able to afford all finish work with the exception of carpet for the classroom and vestibules, wall paint and slot walls for visual displays. Also missing in the budget is funding for landscaping and furniture for the building. M&O will paint walls after TW Clark is finished with construction of the building, M&O will complete the landscaping with the help of donated materials and labor, furniture and equipment will be moved from the existing Art building, and we will seek funding for carpet and classroom furniture.

1-14-08 The project is approximately 40% complete. The Brickwork is 90% complete and will be done by 1-14-08. The erection of structural steel will begin Monday 1-7-08, weather and other uncontrollable circumstances permitting. Metal roofing should be completed by mid February. No change on project completion date which remains June 3, 2008

11-27-07 The project is approximately 20% complete. Footings have been poured, concrete stem walls have been formed, fire hydrant water connections and potable water connections are complete, sewer and storm water connections are complete, parking lot concrete curbs and paving is complete and the masons are stacking bricks. The masons are several days behind schedule but, weather permitting, the lost days will be made up if framing and roofing is completed in time to enable work throughout the winter months. Grant County PUD has delivered easement documents and permanent power to the project should be available mid to late December 2007. The project completion date remains June 3, 2008.

10-10-07 The Art Building project is approximately 15% complete. Footings and concrete foundations have been poured and the contractor has scheduled the concrete slab pour to begin on 10-18-07. The project is off to a good start and, weather permitting, the building will be ready for occupancy 6-1-07. At this early point in the construction, T W Clark's projected schedule puts the project 8 months ahead of the project completion date reported 10-31-06 (below)

9-11-07 Bid proposals were opened July 26, 2007 and T.W. Clark Construction of Spokane, Washington was the successful bidder. The bid was within budget for the Base Bid and Bid Alternate #2 (interior ceilings). Bid Alternate # 1 (paving) and Bid Alternate#3 (floor finishes) were not selected because of budget constraints. The pre-construction meeting is set for August 29, 2007 and the contractor is planning to be on the construction site on or before August 30, 2007.

6-14-07 Grant County Building Department, Moses Lake City Water/Sewer Department and all remaining agencies have signed off on our building plans. BWA will issue the project for bid.

5-14-07 The Environmental Checklist required under the State Environmental Policy Act (SEPA) was completed May 10, 2007. Completion of the Environmental Checklist has held up the permitting process with Grant County Planning Department and delayed our issuance of the Bid Advertisement by 30 days.

3-20-07 The preliminary schedule for bidding the Art Building Project is as follows:

- March 29<sup>th</sup> – receive final documents from consultants and print sets.
- April 4<sup>th</sup> - Advertise for Bid
- April 11<sup>th</sup> - job site walkthrough
- April 25<sup>th</sup> - open bids

May 16<sup>th</sup> - Notice to Proceed delivered to the General Contractor

2-12-07 Construction begins. Trenching for infrastructure installation, such as Public Utility District (PUD) conduit, a new water mainline and fiber optic conduit, is scheduled to begin the week of February 12, 2007. The campus has been notified that access from Randolph road to 28<sup>th</sup> avenue will be stopped and the access barricaded for the duration of the Art Building project. Correctional Industries (CI) will do this phase of the excavation plan. Our latest cost analysis, conducted in collaboration with General Administration, BWA and BBCC, projects the completion of this building to occupancy level but landscaping, paving and furniture

will not be funded. The final determination as to how far the budget will stretch will be made when contractors bid on the project.

1-9-07 A design review was conducted on December 19, 2005 at BBCC. The goal is to have the bid package ready within two months; however, Bernardo/Wills Architect was instructed to craft the bid package in a manner that reduces the Base Bid and increases the alternate bid packages that are tied to the Base Bid package. Inflation continues to rise and is now at an estimated 20% when compared to last year's construction costs. With the current bidding climate, the funding may only be adequate to shell the building and complete critical infrastructure  
11-28-06 Design development continues

10-31-06 New conceptual drawings were received at the last construction meeting on 9-13-06. A site survey has been completed and the rubble from the demolition of Building 4400 (old base service station). Estimated project costs are under review due to the 13% inflation (3% inflation was budgeted) in materials and labor experienced by other recently bid community college projects. Plans are in progress to bid the three classrooms as "framed only" if the budget requires project downsizing. Design is not yet complete and the project schedule is set back as follows:

Design completed 12-1-06  
Contractor hired 2-1-07  
Project completed 1-1-08

9-12-06 The next construction meeting is scheduled for 9-13-06 at which time the architect and the GA Project Manager intend to discuss updated cost projections and their potential impact on this project.

7-11-06 The schedule remains as reported at the last Board meeting below:  
The following initial project schedule was developed at the last construction meeting on 2-8-06:

Design completed 9-1-06  
Contractor hired 12-22-06  
Project completed 11-5-07

# BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for information)

g. Enrollment Report

Related Board Ends Statements and Academic Master Plan (AMP) Outcomes

E-1 Mission

E-4 Student Achievement

AMP E-4.6

## BACKGROUND:

The Spring 2008 tenth Day Report and the 2007-08 FTE as of May 9 are included for your information. Our enrollment has hit nearly 99% of our state-funded target. The tenth day report indicated a slight increase in professional/technical enrollments.

The tuition amount budgeted for 2007-2008 is \$2,820,000. As of April 30, 2008 we have collected \$2,795,271 or 99.1% of the budgeted amount. As of April 30, 2007 we had collected \$2,696,775 or 102.5% of our 2006-2007 budgeted amount of \$2,631,428. The tuition collected from May 1 through June 30 in fiscal year 2006-2007 was \$51,574; this fiscal year we need to collect only \$24,729 to meet our budgeted amount.

## TUITION COLLECTION REPORT As of April 30, 2008 and April 30, 2007

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	<u>2007-2008</u>	<u>2006-2007</u>
Annual Budget	\$2,820,000	\$2,631,428
Total Collections as of April 30	\$2,795,271	\$2,696,775
As a % of Annual Budget	99.1%	102.5%
Left to Collect to Meet Budget Target	\$ 24,729	\$ 0

## F.T.E. REPORT

5/9/08

	<u>QTRLY FTEs</u>	<u>ANNUAL FTEs</u>	
1st year (06-07)			
SUMMER	317.6	105.9	
FALL	1536.3	512.1	
WINTER	1526.1	508.7	
SPRING	1412.4	470.8	
2nd year (07-08)			
SUMMER	310.2	103.4	
FALL	1579.9	526.6	
WINTER	1577.0	525.7	
SPRING	1387.1	462.4	
<b>TOTAL</b>	<b><u>9646.6</u></b>	<b><u>3215.5</u></b>	
1st year annual FTE Target	4836	1612	53 Workforce FTE included
2nd year annual FTE Target	4929	1643	53 Workforce FTE included
SBCTC 2-year rolling enrollment count			
Past year + current year actual FTE		3215.5	
Past year + current year allocation		3255.0	
% of allocation target attained to date		98.8%	
Add'l FTEs to meet minimum 98%	-76.9	-25.6	
Add'l FTEs to meet target/growth 100%	118.4	39.5	
FTEs over target	0	0	



## SPRING 10TH DAY ENROLLMENT REPORT HEADCOUNTS

	SPRING <u>2008</u>	SPRING <u>2007</u>	SPRING <u>2006</u>	SPRING <u>2005</u>	SPRING <u>2004</u>	SPRING <u>2003</u>	SPRING <u>2002</u>
<u>ETHNIC ORIGIN</u>							
Amer. Indian/Alaska Ntv	32	30	31	24	34	26	30
Asian/Pacific Islander	36	30	25	23	29	35	30
Black	22	21	32	25	18	10	24
Hispanic	535	525	370	337	472	388	361
White	1,130	1,213	1,186	1,342	1,422	1,528	1,477
Other/Unknown	158	153	110	123	93	93	121
<u>SEX</u>							
Female	1,095	1,132	973	1,044	1,185	1,161	1,131
Male	749	792	746	800	854	908	896
Not Coded	69	48	35	30	29	11	16
<u>STUDENT STATUS</u>							
Continuing	1,460	1,548	1,352	1,486	1,674	1,643	1,607
Former	241	254	229	264	258	298	233
New	184	139	147	90	99	105	157
Transfer	28	31	26	34	37	34	46
<b>TOTAL HEADCOUNT</b>	<b>1,913</b>	<b>1,972</b>	<b>1,754</b>	<b>1,874</b>	<b>2,068</b>	<b>2,080</b>	<b>2,043</b>
Running Start	128	121	150	103	122	175	207
International	3	1	2	3	1	5	7
<b>STATE FUNDED FTES</b>							
ABE/ESL	41.4	69.0	1.9	12.7	52.9	10.0	5.0
Academic	698.2	718.7	694.7	714.5	774.2	794.4	688.1
Occupational	505.1	494.4	470.6	485.4	521.7	555.5	561.9
<b>TOTAL STATE FTES</b>	<b>1244.7</b>	<b>1282.1</b>	<b>1,167.2</b>	<b>1,212.6</b>	<b>1,348.8</b>	<b>1,359.9</b>	<b>1,255.0</b>

**BIG BEND COMMUNITY COLLEGE**

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for information)

h. Childcare Update

Related Board Ends Statements and Academic Master Plan (AMP) Outcomes  
 E-2 Access, AMP E-2.3, E-2.4, E-4 Student Achievement, AMP E4.1, E-5 Climate  
 AMP E-5.4

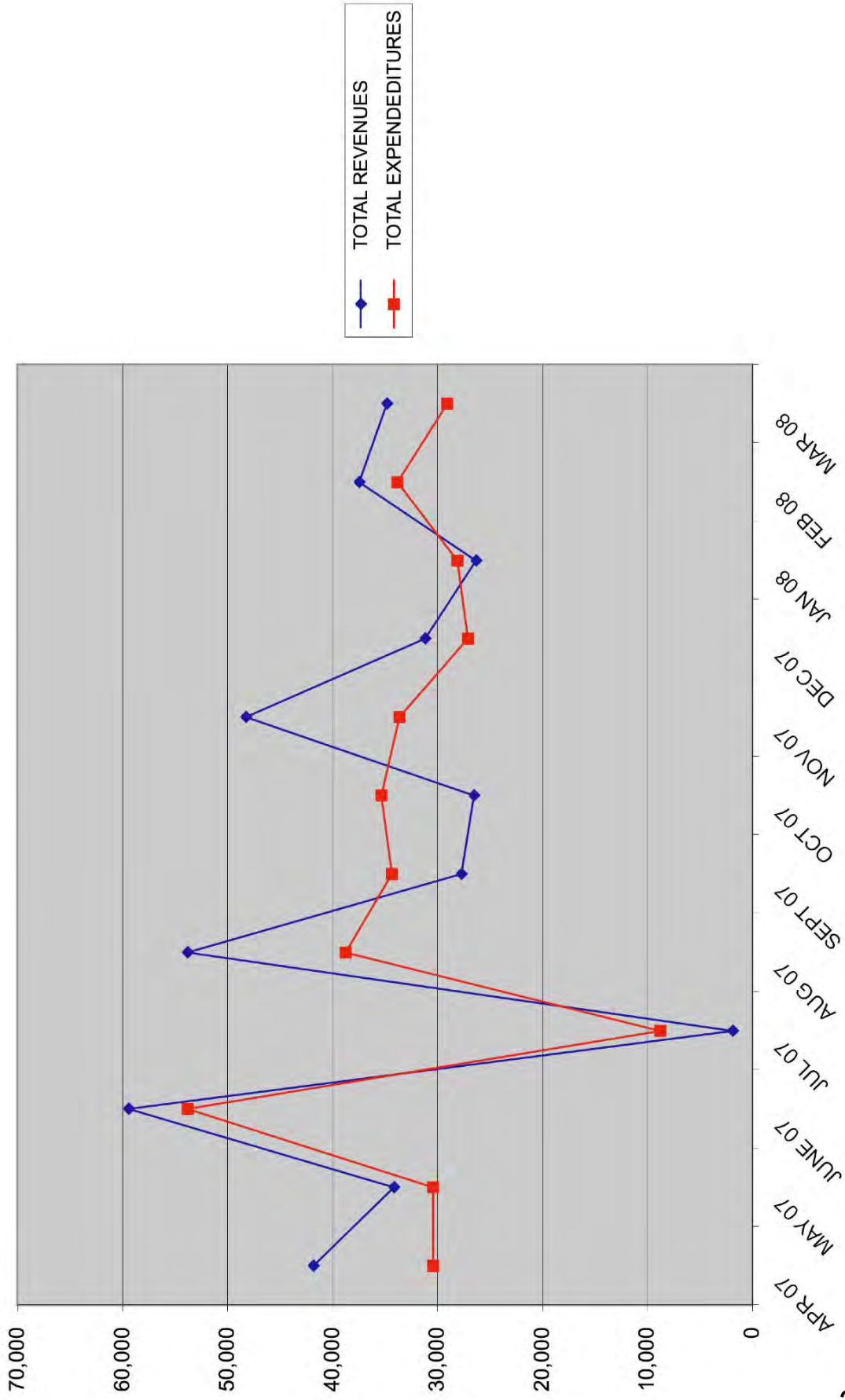
**BACKGROUND:**

The Childcare Financial Statement for the nine months ending March 31, 2008 is attached for Board review. Revenues exceeded expenditures by approximately \$19,048 for the period. The fund balance at March 31, 2008 was \$44,852. The increased attention to the program continues along with ongoing monitoring. There are charts and a spreadsheet attached showing revenues and expenditures for a one year period from April, 2007 to March, 2008 for Board review as well.

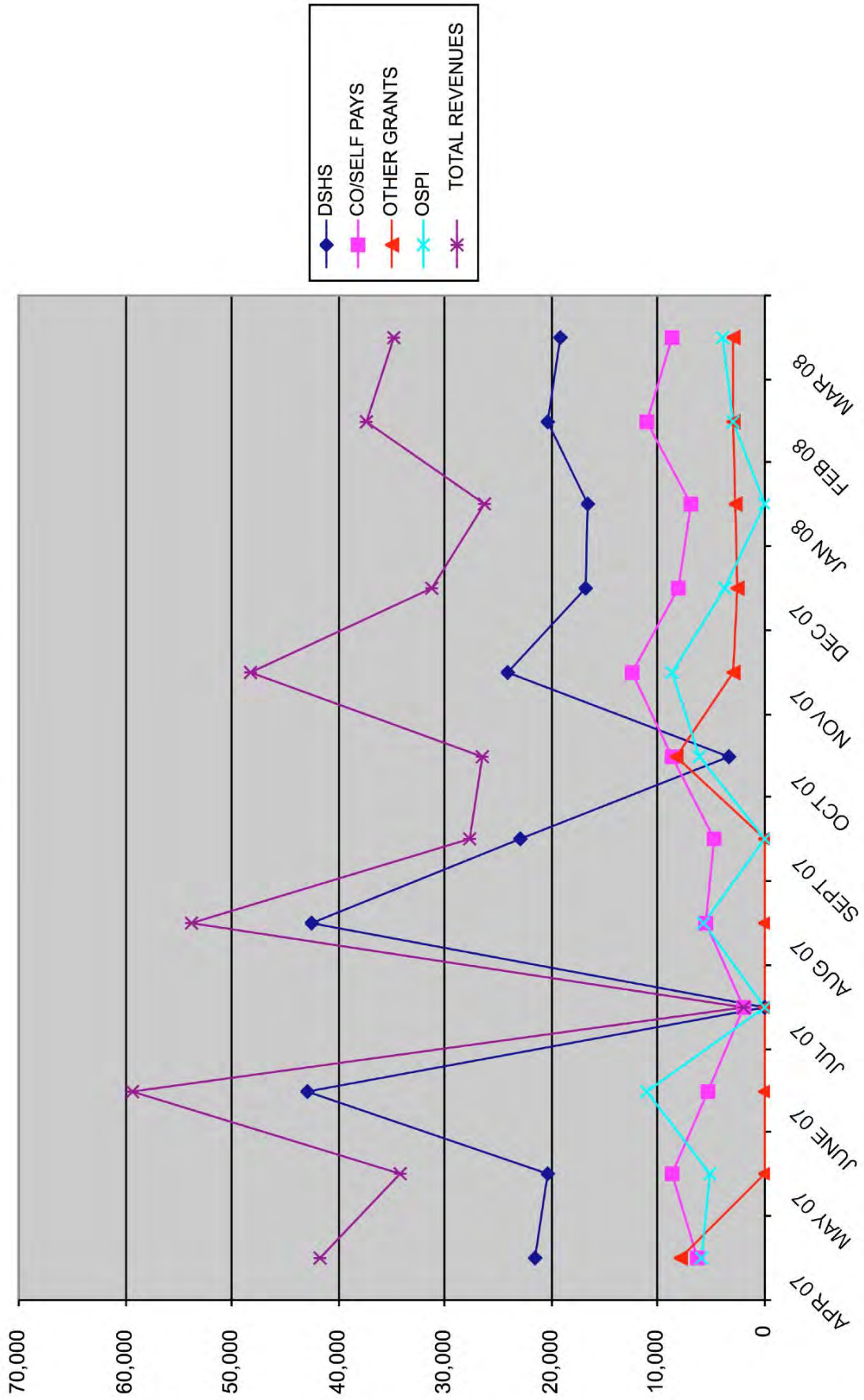
**CHILDCARE PROGRAM  
 REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
 FOR THE NINE MONTHS ENDING 3/31/08**

	DSHS Childcare	Childcare Match	Workfirst Childcare	Totals
<b>Revenues:</b>				
Co-pays/care services	68,162			
DSHS	165,895		22,380	SBCTC
USDA Meal Reimb.	31,410			
Misc. Recovery	0			
<b>Totals</b>	<b>265,467</b>	<b>0</b>	<b>22,380</b>	<b>287,847</b>
<b>Expenditures:</b>				
Salaries	179,115		19,476	198,591
Benefits	33,667		2,904	36,571
Good & Services	32,834			32,834
Travel	803			803
<b>Totals</b>	<b>246,419</b>	<b>0</b>	<b>22,380</b>	<b>268,799</b>
				<b>NET PROFIT / LOSS</b>
				<u>19,048</u>
				BEGINNING FUND BALANCE
ESTIMATED				25,804
				ENDING FUND BALANCE
				44,852
				ADJUSTING ENTRY
				CHANGE IN FUND BALANCE
				<u>19,048</u>
				CASH-ACTUAL
				45,791
				RECEIVABLES
				1,000
				ACCRUED PAYROLL
				(1,939)
				ENCUMBRANCES/PAYABLES
				(3,352)
				<u>ESTIMATED CASH</u>
				41,500

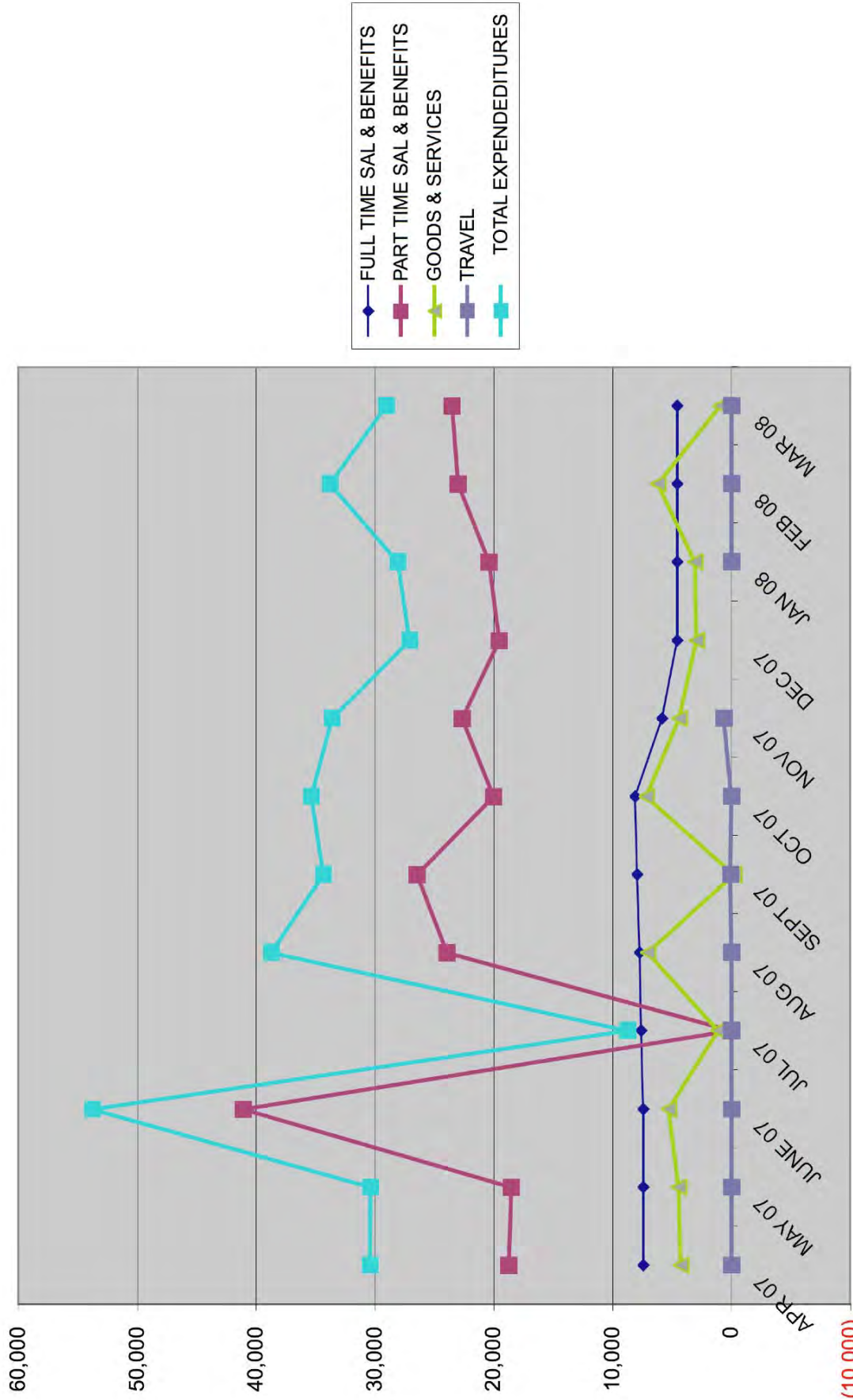
### Childcare Revenues and Expenditures



# Childcare Revenue



# Childcare Expenditures



## BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for action)

i. Donation

Related Board Ends Statements and Academic Master Plan (AMP) Outcomes  
E-4 Student Achievement,  
AMP E-4.6.2

### BACKGROUND:

James Kemper generously offered to donate his 1990 Ford Taurus Sedan to the Automotive Program.

Prepared by VP Turner.

### RECOMMENDATION:

President Bonaudi and Vice President Turner recommend approval of the above-mentioned donation.



Big Bend Community College

Auto Mechanics Program

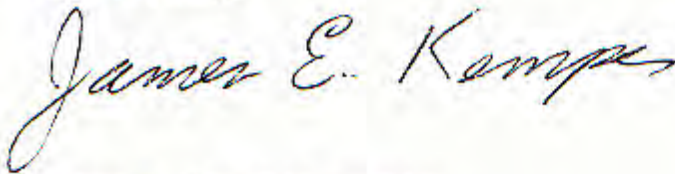
To Board Members:

I, James E. Kemper, do hereby through this letter donate to your program one 1990 Ford Taurus Sedan. The current license number is 739 UYY Washington and the VIN # is 1FACP52U3LG104005.

I donate this vehicle for your mechanics program to use in whatever way you and the instructors deem to be for the best benefit of the school and the students.

In donating this item I do not expect to receive anything in return. I have no expectations other than to be of some help to your program.

Respectfully,

A handwritten signature in cursive script that reads "James E. Kemper". The signature is written in black ink and is positioned below the word "Respectfully,".

James E. Kemper owner.

# MEMORANDUM

**TO:** Clyde Rasmussen

**From:** Mark Yosting, John Heflin

**Subject:** Donation of a car

A very generous donation of a 1990 Ford Taurus Sedan to the Automotive program has been offered by James E. Kemper. The Kempers are very supportive of our program and wish to donate this car to our program no cost to BBCC.

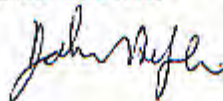
I recommend that the College accept the Kempers generous offer. We will be acquiring a very useful piece of equipment that will give us a better selection of different cars for the students to learn on.

**Thank You**

**Mark Yosting**



**John Heflin**





## BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for action)

j. Emeritus Status Nomination

Kathy Tracy Mason, Faculty Emeritus  
Ken Turner, Vice President Emeritus  
Maryanne Allard, Athletic Director Emeritus

**BACKGROUND:**

The Faculty Association has nominated retiring faculty member Kathy Tracy Mason. President Bonaudi has recommended retiring Vice President Ken Turner and retiring Athletic Director Maryanne Allard for Emeritus status.

**RECOMMENDATION:**

President Bonaudi recommends awarding Emeritus status to Kathy Tracy Mason, Ken Turner and Maryanne Allard.

## BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for action)

k. Employment Outcomes for I-BEST CDL Participants

Related Board Ends Statements and Academic Master Plan (AMP) Outcomes  
E-4 Student Achievement, AMP E4.2

### **BACKGROUND:**

At the last Board Meeting, a discussion regarding the outcomes of I-BEST Commercial Driving program students ensued. This brief report is a summary of findings on the employment records of all I-BEST CDL students since the inception of the program in winter quarter of 2004.

I-BEST stands for Integrated Basic Education and Skills Training. It is a method of teaching professional or technical content along with basic skills development in reading, writing and mathematics. It requires the presence of two faculty in the classroom at the same time—one with expertise in a professional or technical field, and one English as a Second language (ESL) or Adult Basic Education (ABE). Together these faculty plan and deliver instruction in both of these areas.

This format has been shown to be very effective with students who may lack the basic or language skills but have the desire to pursue a professional/technical career. Students are more excited about learning reading, language or math skills in the context of their chosen profession, and they are better able to succeed in their professional training because they are not being held back by their lack of basic skills.

Big Bend Community College currently has three active I-BEST programs: the Commercial Driver License program, Welding, and Medical Assistant. Starting fall quarter 2008, plans are in place to expand I-BEST offerings to include Early Childhood Education and Maintenance Mechanic Technician.

The I-BEST for Commercial Driver License (CDL) has been one of the most successful I-BEST programs in Washington State. It was one of the original ten pilot programs, and the only one focused on Commercial Truck driving. The program is ten weeks long, and prepares students for successful completion of the commercial driver license examination and subsequent employment in the trucking industry.

I-BEST for CDL has always maintained records on student completion, attendance, performance on vocational skills and language acquisition, as required by the Washington State Board for Community and Technical Colleges. Our course completion rate consistently averages above 90%, and virtually all students who complete the course have thus far passed the external exam. Gains in language acquisition have consistently been above 60% as well, which in itself is impressive given the short period of time that these students are engaged in this program. CASAS, the company who created the

standardized test that is administered initially and upon completion of the course ten weeks later, suggests that a minimum of 100 hours of language instruction is required to demonstrate a gain in language fluency. These students receive approximately 80 hours of integrated instruction and yet they consistently demonstrate gains in one or more subject levels.

Employment data on students is somewhat more challenging to obtain. The SKIES database is widely used by Employment Security and other state agencies to track employment patterns. There is generally a three-quarter lag in the reporting of employment data; additionally, it may be compromised by the fact that some employers do not report in a timely manner, and some employees request that their data not be reported in the state employment-tracking database( SKIES). The SKIES database tracks data on all employers in the north Central region in terms of employee wages, total wages, and total hours.

Ninety-four students have participated in the I-BEST CDL program through spring 2008. A search of the SKIES database for four quarters of 2007 produced 81 employment records, or 86% of the total student body. A summary of the findings is listed below: For the 2007 year, I-BEST CDL completers made a grand total of payroll of \$1,869,451.24

I-BEST completers worked a total of 138,504 hours in 2007 or an average of 1,775 hours annually.

The average wage for completers of the I-BEST CDL program for 2007 was \$13.16/hr. This equates to a yearly salary of \$23,967.32.

The median wage was \$13.03/hr.

The highest yearly salary was \$57,227.86.

It is not possible to definitively determine the specific job title in each employment situation. However, some interesting trends are worthy of mention. Some students remained with the same employer pre- and post-course completion. However, for those who did, their hourly wage went up significantly. For example: one student's wage at the same employer went from \$8.99/hr. to \$21.25/hr. post-course completion.

Another positive trend was the work pattern. Prior to the course, most students self-reported working for many different farmers, usually in orchards or field work, and in most cases, the work was seasonal. Employment records show that once students switched to the transport industry, they worked steadily without layoff, and for higher wages. There are still some students that did not move into the transportation industry, and their wages reflect that choice, remaining at between \$8.00 and \$9.00/hr. However it seems that most students have found the choice to obtain a Commercial Truck driver license and improve their English to be a good one for themselves and their families. Please feel free to contact me if you have further questions.

Prepared by Sandy Cheek, Director of Basic Skills.

**RECOMMENDATION:**

None.

## BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for information)

1. Quarterly Budget Report

### BACKGROUND:

The Budget Status Report as of March 31, 2008 is attached for Board review. There was 33.63% of the state operating budget remaining as of the end of March 2008 with 25% of the fiscal year remaining.

BIG BEND COMMUNITY COLLEGE  
BUDGET STATUS SUMMARY AS OF MARCH 31, 2008

PROGRAM	CATEGORY	BUDGET As of 7/1/07	ADJUSTMENT	BUDGET As of 3/31/08	SPENT Includes Enc	BALANCE	% REMAINING
010 INSTRUCTION	SALARIES	5,054,462	28,383	5,082,845	3,326,797	1,756,048	34.55%
	BENEFITS	1,476,731	35,133	1,511,864	961,092	550,772	36.43%
	GOODS&SVC	660,059	28,545	688,604	324,159	364,445	52.93%
	TRAVEL	67,190	(1,500)	65,690	29,238	36,452	55.49%
	EQUIP	197,728	30,000	227,728	95,997	131,731	57.85%
	TOTAL	7,456,170	120,561	7,576,731	4,737,283	2,839,448	37.48%
040 PRIMARY SUPPORT TO INSTRUCTION	SALARIES	264,841	0	264,841	198,430	66,411	25.08%
	BENEFITS	85,536	0	85,536	63,914	21,622	25.28%
	GOODS&SVC	3,639	0	3,639	237	3,402	93.49%
	TRAVEL	5,712	0	5,712	5,597	115	2.01%
	EQUIP	0	0	0	0	0	0.00%
	TOTAL	359,728	0	359,728	268,178	91,550	25.45%
050 LIBRARY	SALARIES	279,528	0	279,528	188,285	91,243	32.64%
	BENEFITS	96,009	0	96,009	70,834	25,175	26.22%
	GOODS&SVC	63,656	0	63,656	56,742	6,914	10.86%
	TRAVEL	3,500	0	3,500	2,700	800	22.86%
	EQUIP	54,625	0	54,625	23,324	31,301	57.30%
	TOTAL	497,318	0	497,318	341,885	155,433	31.25%
060 STUDENT SERVICES	SALARIES	1,121,886	55,400	1,177,286	666,300	510,986	43.40%
	BENEFITS	327,574	16,600	344,174	208,313	135,861	39.47%
	GOODS&SVC	44,091	0	44,091	44,904	(813)	-1.84%
	TRAVEL	15,000	0	15,000	6,511	8,489	56.59%
	EQUIP	0	0	0	1,960	(1,960)	0.00%
	GRANTS	107,702	327,000	434,702	250,649	184,053	42.34%
	MATCH	16,644	0	16,644	16,644	0	0.00%
	TOTAL	1,632,897	399,000	2,031,897	1,195,281	836,616	41.17%
080 ADMIN.	SALARIES	1,346,172	(9,500)	1,336,672	978,394	358,278	26.80%
	BENEFITS	413,241	0	413,241	308,194	105,047	25.42%
	GOODS&SVC	665,973	0	665,973	435,521	230,452	34.60%
	TRAVEL	52,700	0	52,700	44,604	8,096	15.36%
	EQUIP	39,050	0	39,050	4,225	34,825	89.18%
	TOTAL	2,517,136	(9,500)	2,507,636	1,770,938	736,698	29.38%
090 M&O	SALARIES	922,622	(68,006)	854,616	636,912	217,704	25.47%
	BENEFITS	317,142	(11,994)	305,148	216,743	88,405	28.97%
	GOODS&SVC	638,140	0	638,140	636,350	1,790	0.28%
	TRAVEL	6,550	0	6,550	4,370	2,180	33.28%
	EQUIPMENT	37,675	0	37,675	43,434	(5,759)	-15.29%
	DEBT SERV.	27,000	0	27,000	0	27,000	100.00%
	TOTAL	1,949,129	(80,000)	1,869,129	1,537,809	331,320	17.73%
TOTAL BUDGET		14,412,378	430,061	14,842,439	9,851,374	4,991,065	33.63%
				Operations (GFS)			(5,762)
				ALLOCATION # 4	Enrollments - IBEST		68,250
				ALLOCATION # 4	Enrollments - Transfer High Demand		43,750
				ALLOCATION # 4	Enrollments - Workforce High Demand		70,000
				ALLOCATION # 4	Worker Retraining		23,823
				AMENDED BUDGET	Opportunity Grant		230,000
				TOTAL ADJUSTMENTS TO ALLOCATION			430,061

BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #3: CONSENT AGENDA (for information)

m. ASB Bylaws

BACKGROUND:

In Article XIII, Section 1 – Ratification of the ASB Constitution it states “This Constitution shall become effective upon ratification by a majority of the students voting in a special election, and by the approval of the Board of Trustees, Community College District #18.”

During the past election, 77% of the student body voted to move “Article VI – Elections & Appointments” and “Article VII – Vacancies” from the ASB Constitution to the ASB Bylaws. Both of these articles are more closely related to the current ASB Bylaws than to the ASB Constitution. Attached is a copy of each article.

At this time the BBCC ASB requests the Board of Trustees approve the relocation of this information from the ASB Constitution to the ASB Bylaws.

Prepared by ASB Advisor, Kim Jackson.

RECOMMENDATION:

President Bonaudi and Vice President Lang recommend the Board approve this request.

ASB Constitution  
Article VI – Elections & Appointments

Section 1: Spring elections (Executive Council) will be held the last week in April.

In coordination with the Director of Student Programs, the ASB Vice President shall be responsible for planning and organizing ASB regular and special elections as outlined in the following election timeline guidelines:

JANUARY

Form election committee  
Set date for filing deadline

FEBRUARY

Update candidate's application form  
Prepare flyers and posters publicizing officer positions and eligibility requirements  
Schedule meeting with election committee

MARCH

Post flyers/posters announcing positions, election dates, and application/filing deadlines  
Schedule meeting(s) with election committee

APRIL

Filing deadlines for executive council elections  
Verify eligibility of candidates  
Election to be held last Monday-Thursday in April  
Post election results

MAY

Training of newly-elected officers

JUNE

Introduce new officers at student awards BBQ

- A. Notice of filing for ASB Executive Council positions shall be announced and posted three (3) weeks prior to the election date.
- B. A special election may be held at any time, provided written notice of such an election has been published and posted for a period of two (2) weeks.
- C. Candidate Qualifications
  1. A candidate must be currently enrolled in ten (10) credits or more at BBCC and earn ten (10) credits each quarter and a 2.0 quarterly GPA.
  2. A candidate must possess the following:
    - a. A 2.0 cumulative grade point average.

b. An immediate previous quarter GPA of 2.0 and ten(10) total credits completed when applying for and assuming office.

- D. Official filing for candidacy in ASB Executive Council elections requires the following to be completed no later than 4:00 p.m. on the deadline for filing:
1. Candidates must submit a candidate fact sheet, declaration of candidacy, and a petition for candidacy with twenty-five (25) signatures from currently enrolled students to be verified by the Vice President through the Student Activities Office.
  2. Candidates must submit a typed platform – reason(s) for running for office and qualification statement no less than 100 words and no longer than 300 words.
  3. Candidates must participate in an open forum designed to give students the opportunity to meet the candidates. Excused absences are left to the discretion of the Election Committee. The time and location will be determined by the Vice President.
  4. Candidates must be familiar with the rules and regulations as outlined in the Executive Council Campaign Packet.
- E. Campaign publicity shall be posted in compliance with college regulations and the current Executive Council Campaign Packet.
- F. All write-ins must meet all requirements 48 hours prior to the election (i.e. credits and GPA, 25 signatures on a petition for their position candidacy). Any write-ins not meeting the 48 hour requirements are automatically eliminated.
- G. Currently enrolled BBCC students may vote in any Executive Council or special election.
- H. Voting shall take place on-line, under the supervision of the Director of Information Technology.
- I. On-line elections shall be held for four(4) school days.
- J. Results of election shall be submitted to the Student Activities Office and posted the following day.
- K. Any candidate or student may contest election results, in writing, within five(5) business days of the elections, to the Director of Student Programs.
- L. Rules and regulations pertaining to ASB campaign's will be specified in the current campaign packet.
- M. The ASB Executive Council shall be responsible for investigating contested election results, and, in the event of such inquiry, taking necessary action.

## Section 2. Appointment Process for Programming Board



The Vice President shall be responsible for beginning the process of appointments for the programming Board.

- A. The Vice President shall announce the vacancy for three (3) Programming Board positions during the end of Spring Quarter classes and three (3) Programming Board positions during the first week of Fall Quarter classes.
- B. Applicants shall meet all the qualifications as stated for the Executive Council candidates.
- C. Applicants shall complete the Programming Board application process in its entirety.
- D. Applications for Programming Board shall be accepted for two (2) weeks after the date the vacancies are announced.
- E. The Vice President shall screen applications based on established evaluation criteria and submit the names of the eight (8) most appropriate candidates to the Executive Council.
- F. The executive Council shall conduct interviews and will give its recommendations to the Programming Board Chairperson.
- G. The Programming Board Chairperson shall make the final decision on which applicants will be asked to join the Programming Board.
- H. Any applicant may contest appointment results, in writing, within five (5) business days of the position announcements to the Director of Student Programs.

Section 3: Required duties for the Associated Student Body Programmers are as follows:

- A. Shall attend ALL ASB functions to assist with set up and tear down through direction of the ASB Executive Officers.
- B. Shall attend meetings as scheduled by the Programming Board Chairperson.
- C. Shall promote all ASB sponsored events.
- D. Shall post flyers throughout campus as assigned, within 48 hours of receiving them via mailboxes, etc.
- E. Shall carry out other duties as assigned by the ASB Executive Council and/or the ASB advisor.
- F. All programmers must maintain 10 credit hours or more per quarter, possess a valid I.D. card and maintain a cumulative and quarterly GPA of at least 2.0
- G. A programmer is under the same attendance policy as listed under Article VII, Section 1, A.

- H. Being 15 minutes late for an event for programmers starts from the time that the Programming Director has stated for the programmers to be at the event/meeting.

#### Section 4: Application Process

- A. Letter of application describing your reasons for wanting this position.
- B. Current resume
- C. One personal letter of recommendation
- D. Two professional letters of recommendation
- E. Application returned to the Student Activities Office (Building 1400)
  - 1. The Appointment Committee will screen applicants and arrange interviews as necessary.
  - 2. Notifications will be made as soon as all interviews have been conducted and a decision has been made.
- F. Results will be posted on the doors of the ASB office and the Student Activities office following the Appointment Committee decision.

#### Article VII – Vacancies

Section 1: If a vacancy occurs in the office of President, the Vice President shall assume the office of President and declare the office of Vice President open.

Section 2: If any position other than that of President becomes vacant, the following process will be followed:

- A. The candidate who received the second highest number of votes during spring elections will be offered the position.
- B. If (A) as stated above does not apply:
  - 1. The position will be advertised for a period of two weeks, during which applications will be accepted. Interviews will then be scheduled and an appointment made. The Vice President shall coordinate the process. If the vacancy is for the Vice President, the President or his/her designee shall coordinate the process.
  - 2. If a vacancy occurs during Spring Quarter, the Executive Council shall have the authority to decide if the vacancy shall be filled, or to appoint an appropriate person to temporarily fill the Position until such time as is deemed appropriate.

•  
BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #5: Exceptional Faculty Award Presentation

Kathy Tracy Mason  
Erik Borg

BACKGROUND:

Kathy Tracy Mason, Child & Family Education Instructor was awarded an Exceptional Faculty Award during the May 29, 2007, Board of Trustees meeting. Her report is attached.

Erik Borg, Aviation Maintenance Technology Instructor, was awarded an Exceptional Faculty Award during the April 8, 2008, Board of Trustee meeting.

RECOMMENDATION:

None

Kathy Tracy-Mason

I would like to express my sincere appreciation for the opportunity this faculty development award provided me. I am retiring after nineteen years as the only full-time instructor in the Child and Family Education Program, and this project allowed me to document some of the information that will be needed by my replacement. The project involved creating information in several formats. First, there are two copies of a Master Pass-Down Notebook. One is in the Child and Family Education faculty office in Room 1305, and the other is in the Professional Development Room at the BBCC Library. All computer-generated materials have also been saved to a thumb drive and to a CD. The portfolio contains the following information:

- Overview
- Location of program materials
- Student Profile
- Student Advising
- Scheduling
- Part-time Instructors
- Textbooks
- Teaching Load
- Coursework (individual CD's created for each class)
- Grading
- Classroom Experience
- Cooperative Agreements
- Advisory Committee
- Articulations
- Division and Faculty structure and responsibilities
- Technology
- Budgets
- Monthly Tasks
- Clerical
- Future Directions

Members of the Child and Family Education Program Advisory Committee and Kara Garrett provided input and feedback on the rough draft of the project before finalization. Doing this project provided me the perfect opportunity for closure to a long and rewarding career at Big Bend Community College. Thank you.

Dear Big Bend Community College Board of Trustees,

Thank you and the Big Bend Community College Foundation for the Exceptional Faculty Excellence Award.

My recent 727 systems training from Federal Express in Memphis, Tennessee was excellent. We covered all the systems on the 727 aircraft in depth eight hours per day, five days per week for two weeks. The systems covered included: Electrical, Pneumatics, Air Conditioning, Communications, Equipment and Furnishings, Ice and Rain, Fire Protection, Flight Controls, Landing Gear, Fuel, Hydraulics, Auxiliary Power Unit, Boeing Cargo Door, and Engines. This training has made me a better instructor by providing me great 727 systems detail which I will use and teach on a daily basis. The training will also help us keep the 727 operational for years to come. The 727 has become a very important training tool for the program. It is a great motivational tool for the students and the excitement seen in the students while working in and around it has brought me, as an instructor, much gratification. The 727 just being here is also a great promotional tool for the Aviation Maintenance Technology and Commercial Pilot program.

Federal Express was gracious to donate the 727 systems training class to Big Bend Community College. They have also promised to send us a complete set of cockpit training boards--something that will be very beneficial to the Aviation Maintenance Technology and Commercial Pilot programs.

Again, I would like to thank you for giving me this great opportunity to further improve the Aviation Maintenance Technology, Airframe and Powerplant programs for the students and faculty at Big Bend Community College.

Thank you,

Erik Borg  
Aviation Maintenance Technology Instructor  
Big Bend Community College

BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #6: Ends Statement Monitoring Report E-3 Partnerships (for action)

Related Board Ends Statements and Academic Master Plan (AtD) Update  
AMP E4.3, E4.5

**BACKGROUND:**

The Partnership Monitoring Report provides an overview of the college's partnerships. In this monitoring report you will see how BBCC, through partnerships, enhances educational opportunities for students, raises BBCC's visibility to local educators, and helps students stay in school through intervention scholarships.

**RECOMMENDATION:**

President Bonaudi and Ms. Kirkwood recommend acceptance of the Partnership Monitoring Report.



# 2007-08 Monitoring Report on Partnerships

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



Presented to the BBCC Board of Trustees, May 20, 2008  
Prepared by the Office of Institutional Research & Planning

# Mission Statement

*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.*

## **BBCC Goals**

The college provides learning opportunities that include:

- critical thinking and problem solving,
- computation,
- communication,
- workplace skills and values,
- awareness and sensitivity to cultural diversity, and
- arts enrichment and cultural activities.

## **BBCC Characteristics**

The college maintains a working and learning environment with the following:

- a discrimination-free environment which promotes diversity and staff and student success,
- a service-oriented environment which provides access and support services to all students, including those who are physically and mentally challenged yet have the ability to benefit,
- a climate which encourages safety, individual wellness, and human dignity,
- facilities and equipment to support student learning, and
- continual assessment of student outcomes.



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This mock car crash is a pre-planned display where the public has the opportunity to witness how law enforcement, emergency responders and the coroner would handle a real drunk driving accident resulting in injuries and fatalities. This event is presented through the annual Community Partnership Against Substance Abuse, a partnership between BCC and the Central Basin Traffic Safety Task Force. (page 15)

### List of Acronyms

ABE	Adult Basic Education
ARFF	Aircraft Rescue and Fire Fighting
ASB	Associated Student Body
ATEC	Advanced Technologies Education Center
BS	Bachelor of Science
BSN	Bachelor of Science in Nursing
CBC	Columbia Basin College
CBIS	Center for Business and Industry Services
CBJC	Columbia Basin Job Corps
CDL	Commercial Driver's License
CIS	Center for Information Services
CJST	Customized Job Skills Training
CWU	Central Washington University
DCFS	Department of Children and Family Services
DOC	Department of Corrections
DSHS	Department of Social and Health Services
EDC	Economic Development Council
ESL	English as a Second Language
FAA	Federal Aviation Administration
FEMA	Federal Emergency Management Agency
GEAR UP	Gaining Early Awareness and Readiness for Undergraduate Programs
GED	General Education Diploma
GTA	Grant Transit Authority
HAGC	Housing Authority of Grant County
HECB	Higher Education Coordinating Board
HSC	Higher Education Solutions Collaborative
I-BEST	Integrated Basic Education and Skills Training
IET	Industrial Electrical Technology
JATP	Japanese Agriculture Training Program
MEES	Migrant Even Start
MLSD	Moses Lake School District
MLT	Medical Laboratory Technology Program
MMT	Maintenance Mechanics Technology
NWAACC	Northwest Athletic Association of Community Colleges
OIC	Opportunity Industrialization Center
OIT	Office Information Technology
PARC	(Grant County) Prevention and Recovery Center
SBCTC	State Board for Community and Technical Colleges
SHRM	Society of Human Resource Managers
SIDNE	Simulated Impaired Driving Experience
WABO	Washington Association of Building Officials
WIA	Workforce Investment Act
WSMC	Washington State Migrant Council
WSU	Washington State University
WTECB	Workforce Training and Education Coordinating Board
WVC	Wenatchee Valley College

# Executive Summary

Each year, BBCC partners with various businesses and schools throughout the college's service district and beyond to enhance and support the services the college offers, as well as to play an active role in supporting the local community. In addition to ongoing partnerships, BBCC actively seeks to enhance existing relationships and add new partnerships to the system.

The BBCC Foundation continually supports the college's efforts by partnering with many private donors to provide BBCC students with scholarships for school. The Foundation also actively solicits new scholarship donations each year. Scholarships support both Academic/Transfer as well as Professional-Technical students. Providing Professional-Technical scholarships was in response to local industry needs for graduates with these skills. In 2007, the Foundation increased scholarship awards from its own scholarship fund by 40%.

Through partnerships with businesses throughout the college's service district, BBCC can provide nursing students with the opportunities to gain hands-on experience in the medical field. By engaging in Clinical Site Agreements with BBCC, businesses provide nursing experiences ranging from surgical technique to psychiatric medicine. Over 30 businesses and medical facilities are currently active in this program.

BBCC partners with various other community colleges in the state of Washington to provide both colleges with improved program offerings. For example, Green River Community College partners with BBCC to allow their students to complete their flight training through BBCC's Aviation Program. In addition, Wenatchee Valley College's Medical Laboratory Technology Program includes training at BBCC for local residents interested in the program.

In addition to partnering with community colleges, BBCC continues to develop

relationships with university partners as well. Partnerships with Central Washington University, Embry-Riddle Aeronautical University, Heritage University and Washington State University continue to grow. Starting in fall 2008 (pending HECB approval), Central Washington University will offer a new program at BBCC through the Direct Transfer Agreement. This new program will award students with a Bachelor of Science in Interdisciplinary Studies—Social Sciences degree.

Partnership training through BBCC and SkillSource offers skills upgrading in Leadership, Maintenance Mechanics Technology, Welding Industrial Safety, Math, Industrial Electrical Technology and Office Information Technology. In addition, SkillSource provides computer technology and space for adult basic skills classes and has provided wraparound support services for Integrated Basic Education and Skills Training (I-BEST) students. In 2008, grant funding was used to hire a Basic Skills Student/Staff Mentor who will work with students and staff to help transition Basic Skills students into college level courses.

BBCC is also involved in many service-oriented partnerships throughout the service district. The Center for Business and Industry Services (CBIS), located in the ATEC building on campus, is working on a project to map business assets in the service district to help existing businesses find the services they need. CBIS also provides BBCC representation on the newly established Adams County Development Council.

Russ Beard, BBCC Director of Information and Communication Services, has served as the Executive Sponsor of the Competitive Advantage Reclamation Initiative for the last year. This initiative is designed to change the way decisions are being made around technology in the college system and to

improve technological services to students and the campuses. This initiative is also designed to focus efforts to build technological systems aimed at students, rather than administration.

This year marked the second annual Community Partnership Against Substance Abuse event, held on the BBCC campus. This partnership between the Central Basin Traffic Safety Task Force and BBCC teaches the public about the effects of drugs and alcohol on people and their community. This event, organized by BBCC Faculty Ryann Leonard, showcases a mock drunk driving accident, where the public can watch how emergency responders handle such accidents. Representatives from the Grant County Sheriff Department, Moses Lake Police Department, Grant County Coroner's Office and Grant County Fire District #5 participate and speak to attendees about the dangers and ramifications

of driving while under the influence of drugs and/or alcohol.

BBCC, in partnerships with various local businesses, offers off-campus employment opportunities to students. Nine businesses participate in this partnership currently, including Quiznos Sub and 1-2-3 Fit.

Two BBCC employees participate on the Moses Lake trail planning committee which will extend from the City of Moses Lake to the BBCC campus. This committee is part of a Federal Community Improvement Grant awarded to the City of Moses Lake.

This report showcases BBCC partnerships that enhance both the educational and service opportunities for the residents and businesses of the BBCC service district.

# Academic Master Plan Outcomes

## ***E-3.1 Partnership Involvement***

The College will maintain existing partnerships and seek to establish new partnerships throughout its district, nationally and internationally.

### **Outcomes**

Formalize relationships; receive positive feedback from new partners.

### **Results**

New or enhanced partnerships:

- Adams County (page 13)
- Big Bend Economic Development Council (page 13)
- Central Washington University (page 10)
- GEAR UP Grant (page 6)
- Moses Lake Chamber of Commerce (page 16)
- SkillSource (page 9)
- Tech Prep “Counseling for Career Pathways” in-service (page 8)
- Foundation Activities (pages 3 and 13)
- Center for Information Services (page 14)
- Ochoa Foods (page 6)
- Society of Human Resource Managers (page 16)

## ***E-3.2 Advisory Committees***

The College will maintain and increase its use of advisory committees, increasing their involvement in setting and assessing program and college outcomes.

### **Outcomes**

Records demonstrate frequent consultation with advisory committees; positive feedback about program involvement from advisory committees to be shared with instructional team.

### **Results**

Each Professional Technical program meets with an advisory committee a minimum of twice per year. Each October the college hosts a general advisory committee meeting and dinner. General information related to Professional Technical Education is shared with advisory committee members. Following the dinner and information session, time is allotted for programs to meet with their individual advisory committees.



# Educational Partnerships

## **Alaska Airlines**

Alaska Airlines provides Aviation and Aviation Maintenance Technology internship opportunities for BBCC students.

## **BBCC Child Care Center**

Early Childhood Education Program and WorkFirst program work experience site.

Provides childcare for Columbia Basin Secondary School students.



## **BBCC Foundation**

The Foundation partners with many private donors to provide scholarship funding from more than 75 named scholarship funds, and actively solicits new scholarship donations to benefit BBCC students.

The Japanese Agricultural Training Program has been sponsored by the Foundation for more than 45 years. The college provides educational services for the JATP program on the BBCC campus through a partnership with the Foundation.

The Foundation manages and raises matching funds for an Exceptional Faculty Awards Endowment for the benefit of the college's faculty. Forty-thousand dollars were added to the fund in the last two years. The total value of the fund is approximately \$260,000.

The Foundation invests funds on behalf of BBCC's athletic booster club. The Foundation also has funds to support the efforts of Phi Theta Kappa, Nursing, ASB, Aviation, and Volunteer Literacy programs.

The Opportunity Center property owned by the Foundation is leased to the college for classes in Adult Basic Education, English as a Second

Language, and other grant-funded programs.

The Foundation has established partnerships with the Leah Layne Foundation (Othello) and the Roy and Leona Nelson Foundation (Spokane) to provide scholarship funds for BBCC students.

The Foundation has partnered with the Weinstein Beverage Company to provide intervention funding to help Hispanic students start, continue or complete programs of study at BBCC. To make this assistance available to all students, the Foundation has used its own funds to enhance intervention funding.

The Foundation works with The Boeing Company to acquire scholarship cash and credits at the Boeing Surplus Store in support of programs in Aviation Maintenance and Welding.

The Foundation sponsors publication of *Milepost 177*, featuring writers, photographers and artists of the local area. The Foundation sells *Milepost 177*, and proceeds are dedicated to the Foundation Scholarship Fund.

The Foundation helps needy students pay national dues for Phi Theta Kappa membership, allowing them to join BBCC's honor society.

The Foundation provides scholarships to students in Professional-Technical programs. Providing these scholarships is a response to local industry needs for graduates with Professional-Technical skills.

The Foundation increased scholarship awards from its own scholarship fund by 40%, increasing awards from \$1,000 to \$1,400 in 2007. In 2007, total scholarship monies awarded was approximately \$155,000.

The Foundation established a Nursing Educators Endowment to assist Bachelors

degree nurses with the costs of earning a Masters degree in nursing so they can teach in BBCC's nursing program. \$30,000 was added to the fund in early 2008, bringing the total to approximately \$48,000. The Foundation has already provided financial assistance to BBCC nursing instructors working on their Masters degree.

### ***Child Care Resource & Referral***

BBCC partners through a grant with the Division of Child Care and Early Learning to support the application of classroom instruction to childcare settings.

### ***Clinical Site Agreements***

Clinical Site Agreements provide nursing students with opportunities to gain hands-on experience in geriatric care, child care, out-patient medical services, surgical, obstetrical, psychiatric, acute care, community health, and to provide health care education to local high school students.

Clinical Site Agreements are in place with the following medical facilities and businesses:

- Avalon Care Center (Othello)
- BBCC Child Care Center
- Central Basin Home Health and Hospice (Moses Lake)
- Central Washington Hospital (Wenatchee)
- Columbia Basin Health Clinic (Othello)
- Columbia Basin Hospital (Ephrata)
- Columbia Basin Secondary School (Moses Lake)
- Coulee Community Hospital (Grand Coulee)
- Coulee Community Nursing Home (Grand Coulee)
- Coventry House Assisted Living Community (Othello)
- East Adams Rural Hospital (Ritzville)
- Eastern Washington State Hospital (Medical Lake)
- 14th Avenue Medical Center (Othello)
- Grant County Head Start
- Grant County Health District (Ephrata)
- Grant Mental Healthcare (Moses Lake)

- Hearthstone Inn (Moses Lake)
- McKay Health Care and Rehabilitation (Soap Lake)
- Moses Lake Community Health Center
- Moses Lake School District
- Odessa Memorial Healthcare Center
- Othello Community Health Center
- Parkview Pediatrics & Family Medicine (Moses Lake)
- Quincy Valley Hospital
- Renal Care Group of Northwest (Moses Lake)
- Sacred Heart Medical Center (Spokane)
- Summerwood Alzheimer's Special Care Center (Moses Lake)
- Sunbridge Care and Rehab Center (Moses Lake)
- Sunbridge Special Care/Lakeridge (Moses Lake)
- Washington State Migrant Council
- Wenatchee Valley Clinic, Moses Lake branch

### ***Community College Partners***

#### *Green River Community College*

Partnered to develop an articulation agreement for students to complete their flight training through BBCC's Aviation program.



#### *Wenatchee Valley College*

The WVC Regional Medical Laboratory Technology Program (Associate of Technical Sciences degree in MLT) includes training at BBCC. Students training in the Moses Lake area are required to do some of their training in Wenatchee and the rest can be done locally. This agreement not only provides students



with career options, it also allows students to utilize health care facilities in both districts.

BBCC and WVC are collaboratively offering an Agriculture degree. This is done cooperatively by sharing instructors and using the interactive TV system to provide students with access to the program classes.

BBCC and WVC collaborated on the development and implementation of “Destination: Healthcare”, an initiative to engage 9th graders in career planning early in their high school careers. Activities included visits to local high schools, development and implementation of a three day, experiential, healthcare career exploration event that served 100 district 9th grade students and mentoring students in healthcare workplace situations.

BBCC and WVC collaborate on basic skills and WorkFirst professional development.

### *Columbia Basin College*

The BBCC Maintenance and Operations department purchases rebuilt pickups from the CBC Auto Body Repair program at very reasonable prices (purchase price plus materials plus a small administrative fee).

### **Columbia Basin Job Corps (CBJC)**

The college is an educational contractor for Job Corps and continues to enroll Job Corps students in college programs.

The National Job Corps Association Challenge is to create “Cluster Centers” and the BBCC/ Columbia Basin Job Corps proposal focuses on a health care cluster of programs. Work on articulation programming between BBCC and the Job Corps continues to move forward.

The Solo Parenting Program was an innovative and effective collaboration between CBJC,



BBCC, BBCC Foundation, the Washington State Department of Social and Health Services, and the Housing Authority of Grant County to develop a comprehensive residential program for young single parents to gain skills needed to better their lives. However, the partnership was unable to initiate this program because the housing required by the Solo Parenting Program could not be obtained. The work on articulation programming and the development of partnership programs has stalled as well, but the search for innovative ways to collaborate continues.

### **Education Partners Network**

CBIS partners with Development Dimensions International, VisionPoint, Gatlin Education Services, Washington Manufacturing (for ESL employees), and Ed2Go to provide training and on-line courses.

### **Ephrata Airport**

The Ephrata Airport is used as a training site by the BBCC Aviation Program. BBCC Aviation students help clean-up the Ephrata Airport.

### **Federal Aviation Administration (FAA)**

BBCC’s Aviation Program operates a FAA Computerized Knowledge/Testing Site. This provides students and the community with testing opportunities.



BBCC has an agreement with the FAA to perform CWU’s initial Flight Instructor check rides and CWU’s flight contractor performs BBCC students’ initial Certified Flight Instructor checks.



## ***Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) Grant***

GEAR UP brings 6th, 7th, 8th, 9th, and 10th grade students and their parents to the BBCC campus for early exposure to higher education.

Through GEAR UP, CWU and BBCC work with Mattawa, Royal City and Othello to provide basic skills, parenting, campus visits, cohort events and technology classes.

WSU contracts with BBCC for GEAR UP opportunities in Warden, Soap Lake, and Moses Lake.

Ephrata is a new GEAR UP site this year. They are participating in cohort events and campus visits.

Tutor training is provided for GEAR UP tutors. BBCC students tutor and mentor middle school students in Quincy.

GEAR UP supports implementation of the



*Destination:  
Healthcare* project for 9th and 10th grader students.

BBCC provides student employment opportunities.

## ***Grant County Head Start***

BBCC partners with Grant County Head Start to develop and present the “Family Day” and the “Literacy Night” events.

Grant County Head Start contracts with BBCC to provide ESL classes on-site for HeadStart parents in Moses Lake.



## ***Housing Authority of Grant County (HAGC)***

The HAGC provides space for the Even Start and Migrant Even Start Project in Mattawa.

## ***Mattawa Clinic***

The Mattawa Clinic provides childcare licensing required facility checks.

## ***Migrant Education Even Start (MEES-Department of Education)***

The college provides Basic Skills training and family literacy. Royal City and Mattawa collaborate by providing facilities and office space. The grant follows migrant workers from Grant County to Texas, allowing students to maintain connections to uninterrupted education using technology.

## ***Moses Lake Breastfeeding Coalition***

BBCC student nurses work with moms, after they have their babies, and research and teach breastfeeding methods.

## ***Moses Lake Park & Recreation Department/BBCC/CBIS***

This group collaborates to publish the weekly education schedule page in the Columbia Basin Herald.

## ***Ochoa Foods (Warden)***

Collaborates with BBCC to offer on-site ESL classes for Ochoa Foods’ employees.

## ***One Stop Partnership***

This partnership provides customers with universal access to a network of comprehensive and integrated workforce development systems.

One Stop Centers exist in Moses Lake and Mattawa. A new One Stop Center opened in Moses Lake in the spring of 2007. This new, modern, facility is a one-stop showcase for the

district and provides quality space for BBCC classes and support services.

Funds from the Carl S. Perkins Grant were funding one staff person in Moses Lake, eight hours per week, at WorkSource to provide workshops and referrals to college programs. However, Perkins funding levels were cut by the Department of Education and the position at WorkSource had to be eliminated. BBCC still participates in the One Stop partnership by renting office space in Moses Lake and providing regular office hours on a part-time basis through WorkSource funding.

One Stop partners include WorkSource, DSHS, Grant County Mental Health, North Central/Columbia Basin Workforce Development Council, Opportunities Industrialization Center, Division of Vocational Rehabilitation, Housing Authority of Grant County, Wenatchee Valley College, Washington State Migrant Council, Community Action Council, Columbia Basin Job Corps, Goodwill Industries and SkillSource.

### ***Opportunity Industrialization Center (OIC)***

BBCC collaborates with OIC to provide tuition and wraparound support services for basic skills students, including assisting in recruitment and job placement. OIC works closely with BBCC I-BEST programs.

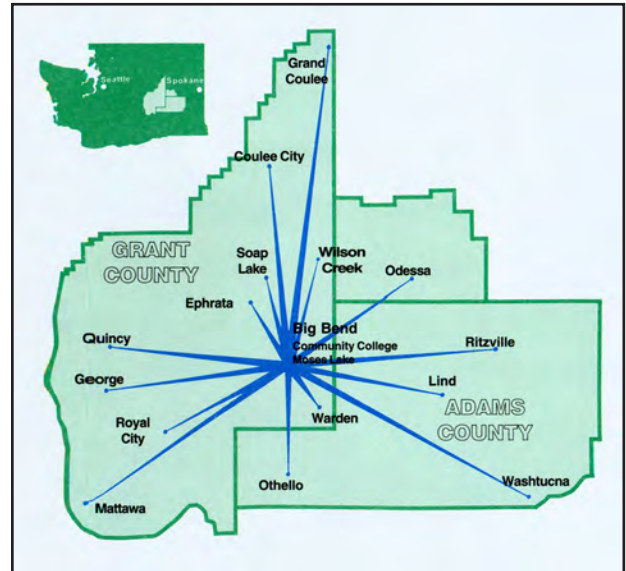
### ***Endeavor ORCA Consortium***

(consortium of 16 community and technical college libraries in Washington State)

The consortium owns, manages, and supports Endeavor's Voyager system and servers that house databases and contracts with the Center for Information Services (CIS). The consortium also employs a systems coordinator that provides training and support to the libraries and works with Endeavor and CIS to maintain the servers and associated software.

### ***Partnerships with Service District Schools***

BBCC and these schools are in a reciprocal relationship where the college either rents school district space or shares space on a quid pro quo basis for instruction. In any given year, the college may not use space in all school districts.



*All Elementary Schools and Head Start in Moses Lake, Warden, Othello, Royal City, Quincy, Ephrata and Soap Lake*

BBCC provides reading and math tutors through the federal work-study program, *America Reads \* America Counts*.

### ***Mattawa School District***

Provides transportation services for children in the Even Start and Migrant Even Start preschool in Mattawa.

Provides classroom space for ESL and GED classes and a computer lab for Computer Literacy classes.

### ***Moses Lake School District (MLSD)***

BBCC partners with MLSD by contracting to provide a High School Automotive Program on the BBCC campus.

BBCC Nursing Students provide high school students with information on breast and testicular cancer during Cancer Awareness Week. Child and Family Education students utilize MLSD classrooms for hands-on experiences.

BBCC, Moses Lake High School, and Sodexo are working to develop a program for Culinary Arts on the BBCC campus. This program would take place in the ATEC kitchen facilities.

### *Quincy School District*

High Tech High (Quincy's "new" high school created by a Gates Foundation Grant) provides classroom space to BBCC for ABE and Continuing Education classes.

Quincy High School provides classroom space and childcare for adults attending college evening ESL classes.

Participated in 8th Grade Career Day as a partnership with 21st Century Grant and Northwest Learning and Achievement.

### *Running Start*

Students in all of BBCC's service district high schools are able to earn high school and college credit simultaneously, working toward high school diplomas and Associate Degrees in Arts and Science and the Associate in Science.

Running Start classes are offered at Moses Lake High School and Ephrata High School as College in the High School.

ITV college courses are offered in Othello, Soap Lake, Grand Coulee, Mattawa, Royal City and Warden.

### *Soap Lake School District*

Provides classroom space for evening ABE classes at the alternative high school.



Tech Prep is a partnership between BBCC and participating area high schools that allows high school students to earn college credit for articulated high school vocational courses. Credits are at no cost to the student and are directly transcribed with a college course number and grade onto the permanent transcript .

Tech Prep agreements are in place with the following high schools, in addition to Columbia Basin Job Corps:

- Almira/Coulee-Hartline
- Columbia Basin Secondary School (Moses Lake)
- Ephrata
- Lake Roosevelt (Grand Coulee)
- Moses Lake
- Odessa
- Othello
- Quincy
- Ritzville
- Royal (Royal City)
- Soap Lake
- Wahluke (Mattawa)
- Warden
- Wilson Creek

Basic American Foods and the Basin Tech Prep Steering Committee sponsor two \$500 Tech Prep scholarships.

Summer welding training is provided for high school teachers.

Tech Prep funds summer teacher internships at local businesses through a partnership with the Moses Lake Chamber of Commerce Education Committee.

Tech Prep organized a "Counseling for Career Pathways" in-service for 56 area counselors and educators. Six companies, the Grant County EDC, and the state WTECB presented information about training and jobs beneficial to

students and employers. BBCC campus tours were also provided.

### ***Professional-Technical Advisory Committees***

Advisory Committees are composed of individuals employed or involved in the industry specific to each program. They provide feedback on current industry standards, information on required industry competencies, and guidance for development of new programs and/or alternative direction for current programs.

### ***Samaritan Healthcare***

BBCC has a joint education nursing position in which BBCC and Samaritan both pay a portion of a nursing instructor's salary. The educator works at BBCC for nine months and at Samaritan for three months.

### ***SkillSource***



BBCC collaborates with SkillSource on incumbent worker training, primary trainer/contractor Worker Retraining and basic skills training.

SkillSource and BBCC work with the Food Processing Manufacturers to provide employees with skills upgrading to meet their employment needs. Training courses include: Leadership, MMT, Welding Industrial Safety, Math and IET. Students receive a certificate of accomplishment when they complete these courses.

SkillSource contracted with BBCC to offer Office Information Technology Program classes at their Moses Lake facility for their clients days and evenings. Partnership Training offered through BBCC and SkillSource offers competency-based, variable credit classes, allowing students to work at their own pace and earn an Office Technology Clerk Certificate

of Completion by earning 35 credits. Students develop skills related to computer and information management through instruction in word processing, electronic spreadsheets, and data base management. SkillSource collaborates with BBCC WorkFirst and Opportunity Grant staff providing support, monitoring, and feedback on students enrolled in the OIT clerk certificate program.

SkillSource provides computer technology and space for adult basic skills classes. SkillSource has paid tuition and provided wraparound support services for I-BEST students.

SkillSource collaborated with BBCC to provide 15 ESL dislocated workers with career exploration and basic skills training.

SkillSource/WIA allocated 503 Grant funding to hire a Basic Skills Student/Staff Mentor for 2008.

### ***SL Start***

SL Start is a human and health services company focused on a wide range of social, employment and long-term care services. SL Start is a Grant/Adams WorkFirst Local Area Planning partner, providing employment skills training programs to local participants.

BBCC provides ABE, ESL and employment related short term training courses for WorkFirst participants enrolled in SL Start programs and space for training in maintenance, information technology and childcare.

### ***State Board for Community and Technical Colleges (SBCTC)—Adult Literacy Office***

President Bonaudi and Russ Beard (BBCC Director of Information and Communication Services) serve on this task force to deal with the methodology and funding model used by the WA college system in support of new technologies.



## **Student Aid**

Student aid is provided through these and many other agencies:

- Department of Vocational Rehabilitation
- Department of Labor & Industry
- SkillSource
- Colville Tribal Educational Assistance Program
- Department of Employment Security

## **Sunbridge Special Care/Lakeridge (Moses Lake)**

Provides Certified Nursing instruction for BBCC WorkFirst students.

## **University Partners**

### *Central Washington University*

Central Washington University (CWU) offers upper division classes towards a Bachelor of Science in Business Administration and Accounting, a Master of Education, pro-certification program, and courses toward the professional core sequence on the BBCC campus. The classes and presentations may be taught in-person or via live interactive video between other CWU campuses. In addition, a BS Flight Technology, Aviation Management Specialization degree is offered in Moses Lake in conjunction with the BBCC Aviation Program, where BBCC provides the first two years of training and CWU faculty offer the second two years.



Starting in fall 2008 (pending HECB approval), CWU will offer a new program through the Direct Transfer Agreement: BS Interdisciplinary Studies—Social Sciences degree.

BBCC provides library services and computer labs for CWU students taking courses in Moses Lake.

BBCC provides student employment opportunities.

CWU has an academic transfer plan brochure for BBCC students.

BBCC has an arrangement with CWU to provide upper division courses on campus.

CWU shares plant management consultant services with BBCC for capital projects.

Two interactive TV Rooms on the BBCC campus, Building 1800, equipped by CWU, are available for CWU and BBCC instructional and administrative use.

CWU has engaged in an agreement that allows students attending both CWU and BBCC to receive financial aid at the parent school (4-year school) based on the sum of credits taken at both schools.

The Central Theatre Ensemble is in its third year of offering a stage play geared for K-12 students at BBCC. Two shows of *The Adventures of Don Quixote* were offered on May 2. Admission was free. Several local elementary schools, private schools, and daycare facilities reserve seats for this event. The play is accompanied by a study guide K-12 teachers can implement in their classrooms.

### *Embry-Riddle Aeronautical University*

BBCC has an articulation agreement with Embry-Riddle Aeronautical University that facilitates the transfer of BBCC students. Both institutions will share information on program updates, changes, and all processes relative to the agreement.



### *Heritage University*

Heritage University has engaged in an agreement that allows students attending both

Heritage and BBCC to receive financial aid at the parent school (the 4-year school) based on the sum of credits taken at both schools.

Heritage University rents space on BBCC campus for upper division college programs and courses.

BBCC provides library services for Heritage students taking upper division courses on the BBCC campus.

Heritage and BBCC have a dual enrollment agreement by which students may enroll in Heritage University while working toward their Associate of Arts degree at BBCC, allowing for more specific transfer from BBCC to Heritage. Students work toward and earn their Associate Degree at BBCC, then continue their Bachelor Degree work at Heritage.

BBCC and Heritage University partner through a Title V grant “to strengthen student persistence and academic achievement” for underserved Latino and other at-risk students at both institutions. The primary elements of the grant focus on the use of technology for teaching, advising and developmental instruction, and enhanced faculty intercultural awareness and professional development.

The  
Moses  
Lake  
Regional  
Director  
of



Heritage University and the BBCC counselors provide dual advising to students to ensure their course enrollments are on-track for transferring from BBCC to Heritage. This acts as a place holder for students, ensuring them a spot into Heritage when they are ready to transfer.

Heritage University offers a Bachelor of Arts in Elementary Education with an endorsement in ESL or Bilingual Education, a Bachelor of Social Work, a Master of Education, and various certifications on BBCC campus.

BBCC and Heritage coordinate summer course offerings to best meet student enrollment in both institutions.

*Washington  
State University*



The WSU Center for Distance and Professional

Education offers students the opportunity to transfer from BBCC to WSU into various online degree programs. Located in the University Center in the BBCC ATEC building, the WSU Center for Distance and Professional Education advisor is on BBCC campus regularly from 9:30 a.m. to 3:30 p.m. to advise BBCC students planning to transfer to WSU. Online degrees offered include: Social Science, Human Development, Criminal Justice, BSN for Registered Nurses, Management & Operations, Management Information Systems, Humanities, Women’s Studies, Master of Arts in Engineering & Technology Management, and Master of Science in Agriculture.

### ***Washington Online***

Washington Online provides training for Migrant Education Even Start faculty to develop and implement ESL classes delivered online.

### ***Washington State Migrant Council (WSMC)***

WSMC provides classroom and childcare space for the Migrant Education Even Start (MEES) project in Royal City.

WSMC provides dental screenings for MEES and Even Start children.

WSMC shares program staff in the Early Childhood Education program for Even Start and MEES. WSMC contracted with BBCC to provide ESL classes at site locations in Quincy, Othello, Moses Lake, Mattawa, Warden and Royal City.

WSMC has a contract with BBCC for special training and to provide student financial aid support.

***WorkSource and Department of Social and Health Services (DSHS)***

A One-Stop partnership is also located in Mattawa at the Esperanza Migrant Housing site. BBCC provides ESL Family Literacy through Even Start and Migrant Education Even Start projects. Housing Authority of Grant County, WorkSource, and BBCC share space that includes an office, classroom, and childcare facilities. The focus is to provide multiple services through a one-stop facility that supports unemployed and under employed workers in the Mattawa community.

# Non-teaching Partnerships

## ***Adams County***

CBIS provides Adams County with BBCC representation in the newly established Adams County Development Council.

## ***BBCC Foundation***

The Foundation holds \$1.2 million for facilities and equipment needs of the College. The Foundation assists the college with debt payments for the Advanced Technologies Education Center (ATEC).

The Foundation provides funding and planning for special events and recognition related to college activities.

The Foundation invests funds on behalf of the College to gain a greater return than is normally possible by state agencies.

The Foundation rents office space to the Grant County Economic Development Council at a favorable rate, providing an on-campus economic development presence benefiting both the college and the EDC.

The Foundation partnered with the college to change the land use designation of college and Foundation property to commercial and light industrial uses. The intent is to create opportunities for long-term revenue streams to the college and Foundation.

The Foundation purchased a lighted reader board sign for the new entry to the campus that will provide increased visibility for the college and news and information for students and visitors on campus.

## ***Big Bend Economic Development Council***

CBIS is working on a regional project to map business assets in

the service district to help existing businesses find services they need.

## ***Boy Scouts of America Leaders***

BBCC partners with Boy Scouts of America Leaders in the Columbia Basin District by hosting a District Round Table meeting once each month.

## ***Campus Safety***

### ***Grant County Fire District #5***

Grant County Fire District #5 responds to campus security and emergencies.

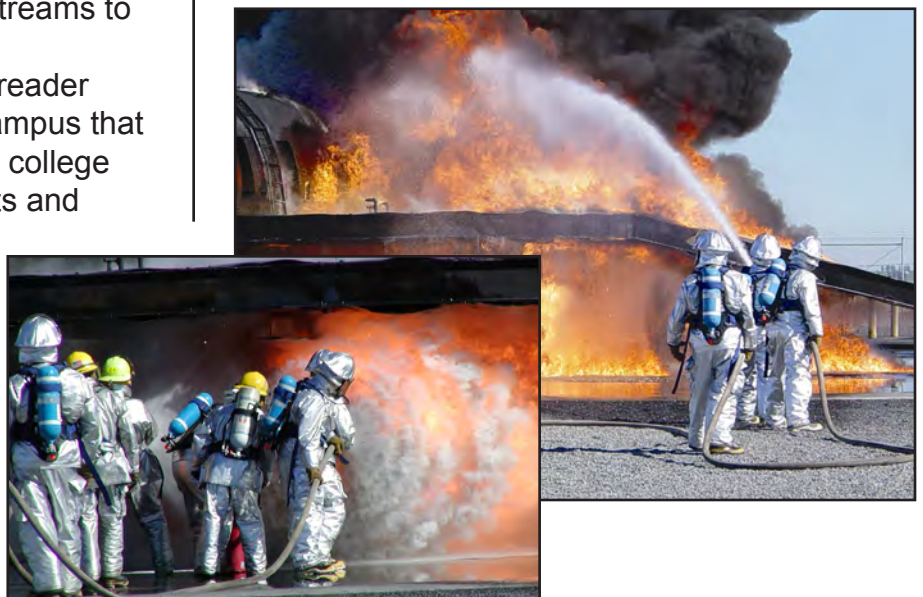
### ***Grant County Sheriff***

The Grant County Sheriff Department is the primary security responder for the BBCC campus.

### ***Port of Moses Lake***

The Port of Moses Lake is backup responder to BBCC security and emergency situations.

BBCC partners in the operation of Aircraft Rescue and Fire Fighting (ARFF) training with the Port of Moses Lake. (below)





The Port of Moses Lake is a partner in economic development of the area.

### **Center for Information Services (CIS)**

CIS is an organization owned by all community and technical colleges which provides centralized computing services.

BBCC is providing Disaster Recovery Services to the Center for Information Service (CIS) for all the centrally processed data of the Community and Technical Colleges via Interagency Agreement and for significantly lower fees than other remote disaster recovery facilities. BBCC's geographic location (low seismic activity), server facility and trained technicians provide an ideal site at a cost that will save money for every Washington State Community and Technical College.

Russ Beard, BBCC Director of Information and Communication Services, has served for the last year as the Executive Sponsor of the Competitive Advantage Reclamation Initiative. This initiative has been designed to challenge the culture of decisions being made too slowly around technology in order to better position the college system as a competitive one. The initiative is also designed to reorient or focus so that we are building student systems instead of just administrative systems. This project has been endorsed and sponsored by all of the Presidents within the college system.

### **City of Moses Lake**



The City of Moses Lake has a Healthy Communities Grant which is a Federal Community Improvement Grant. Through this

grant, a committee was formed to develop and plan a trail that will extend from the City of Moses Lake to the BBCC campus. This project is awaiting a funding



Coroner's Office, Grant County Fire District #5 and New Hope. A mock car crash (left) is staged where

appropriation. BBCC employees Charlene Rios and Gale Haley are members of the trail planning committee.

### **Columbia Basin Allied Arts**

Columbia Basin Allied Arts brings the performing arts to BBCC students and employees, as well as to community members.

### **Community Concerts**

Community Concerts rent space for concerts on campus. This provides BBCC students with the opportunity to attend performing arts events.

### **Community Partnership Against Substance Abuse**

This goal of this partnership between the Central Basin Traffic Safety Task Force and BBCC is to teach the public about the effects of drug and alcohol on people and their community.



This year marked the second annual substance abuse awareness event held on the BBCC campus. This even hosts a number of public safety speakers, including representatives from the Grant County Sheriff Department, Moses Lake Police Department, Grant County

the public has the opportunity to witness how law enforcement, emergency responders and the coroner handle drunk driving accidents resulting in injuries and fatalities. The SIDNE (Simulated Impaired DrivINg Experience) vehicle is made available for attendees to experience operating a vehicle in a simulated “impared driving mode”. The event is organized by Ryann Leonard (BBCC Faculty) and admission is free.

### **Department of Corrections (DOC)**

DOC continues to be valuable as a partner in environmental assessment and asbestos abatement. They are licensed to deal with asbestos issues and assist the college in soil excavation projects. They remove underground fuel storage tanks and perform asbestos abatement.

### **Department of Social and Health Services (DSHS)**

A partnership with DSHS allowed BBCC to develop a childcare facility with 44 slots available for use by BBCC students, staff, and the community.

### **Employment Opportunities for Students**

BBCC provides off-campus employment opportunities for students by partnering with the following local businesses:

- 1-2-3 Fit
- A Practical Way to Rent
- Air America
- Boys and Girls Club of America
- Cascade Valley Home Care
- Columbia Pacific Aviation
- Department of Social and Health Services
- 21st Century Grant—Grand Coulee, Soap Lake, Warden, Moses Lake, Quincy (administered through Northwest Learning and Achievement)
- Quiznos Sub

### **Genie Industries**

Genie Industries and BBCC partnered to present “ABE/ESL Literacy Week” event celebrating the successful employees who engaged in literacy activities at BBCC.

Genie representatives participate on

Professional and Technical Advisory Committees.

BBCC offers welding training and testing for Genie and local individual WABO testing.

### **Grant County**

Grant County continues to partner with BBCC in the funding and support of the Grant County Advanced Technologies Education Center (ATEC).

As a direct result of the Federal Emergency Management Agency (FEMA) initiatives on Homeland Security and Emergency Preparedness, the college entered into a Memorandum of Understanding with the Grant County Health District (GCHD) whereby GCHD may use the college Nursing building for the triage and/or short-stay treatment of patients who cannot be treated in regular healthcare settings due to a major public health emergency. The use of college property will occur only as a result of college closure, unless the property is only accessed to provide an immunization clinic or point of dispensing medication. Closure of the college will occur under the direction and authority of the President of BBCC.

The college is also part of the GCHD early alert network and receives notifications of local or world-wide problems, including communicable disease, pandemic incidents, and other major health incidents such as the recent measles alert.



### ***Grant County Economic Development Council***

BBCC partners with the Grant County Economic Development Council to promote economic development in Grant County.

### ***Higher Education Solutions Collaborative (HSC)***

This began as a collaborative project between BBCC, Bellevue Community College, and Microsoft. The HSC team has developed a portal interface leveraging the Microsoft server solutions to present three separate user views. The HSC group is nearing completion of its phase of development that allows the portal to be used as a learning management system for delivering classes online.

### ***Job & Career Fair***

The Annual Job & Career Fair had 75 employers and over 1,500 visitors. WorkSource and SkillSource partnered in organizing and participating in the event. Job Corps, BBCC CJST students and BBCC staff volunteered to assist throughout the event.

### ***Local Planning Area Group***

Partnerships that operate WorkFirst at the local level. They meet regularly to review plans and performance data, discuss program issues, develop strategies to increase outcomes and solve problems. Primary partners are BBCC, Employment Security, DSHS, and S.L. Start. Secondary partners include SkillSource, People for People, Grant Mental Healthcare, PARC, DOC, OIC, North Columbia Community Action Council and DCFS.

### ***Microsoft***

Microsoft provides BBCC with an educational discount for software projects used in classrooms, labs and other college operations.

### ***Moses Lake Chamber of Commerce***

Education committee members include BBCC, Moses Lake School District, Tech Prep, Customized Job Skills Training, Skill Source and area businesses.

CBIS partners with the chamber on quarterly business learning opportunities at ATEC.

### ***Moses Lake Literacy Council***

The Moses Lake Literacy Council partners with BBCC Regional Literacy Council for training.

### ***Moses Lake Senior Living Community***

BBCC agrees to permit the use of its physical facilities for Moses Lake Senior Living Community residents in the event of a disaster.

### ***Papa John's Pizza (Moses Lake)***

Donates pizzas to the BBCC ASB during basketball season for the Couch Potato Fund Raiser.

### ***People for People/Grant Transit Authority***

People for People and Grant Transit Authority (GTA) provide public transportation for students to BBCC, job sites and daycare.

They also partner with the BBCC WorkFirst office to provide fuel cost assistance to WorkFirst students.

### ***Public Library Building Committee***

Dean Fuhrman is serving on a committee to build the new public library in Moses Lake.



## **Relay for Life**

A team of BBCC employees, supported by the college and the BBCC Foundation, participates in various activities to raise money for the American Cancer Society. (below)



## **State Board for Community and Technical Colleges (SBCTC)—Technology Transformation Task Force**

President Bonaudi and Russ Beard serve on this task force to deal with the methodology and funding model used by the WA college system in support of new technologies.

## **Society of Human Resource Managers (SHRM)**

CBIS hosts the monthly SHRM meetings on BBCC campus in the ATEC building.

## **Sodexo**

Sodexo is BBCC's contracted food service provider.

## **Viking Booster Club**

The Viking Booster Club continues their support of the BBCC athletic programs. The members fund raise money to help support athletic scholarships and employment for athletes within NWAACC guidelines. The Viking Booster Club provides up to \$250 per coach for recruiting and incidentals.

This year the Club hosted the Viking Golf Classic, a "Meet the Vikings" pizza night for all student-athletes, sponsored a raffle with a cash prize that could help a student with tuition, donated to the Moses Lake Chamber/Rotary Auction which uses the money earned for scholarships; continues to donate to the BBCC Foundation Cellarbration! for scholarships; and sponsors "Fan Appreciation" for the community during a baseball and softball game.

## **Washington State Library**

This partnership allows the coordination of database purchases with other libraries in the state.



The BBCC Relay for Life team participates in a number of events to raise money for cancer research.

**BIG BEND COMMUNITY COLLEGE**

Date: 5/20/07

**ITEM #7:** President's Evaluation (for information/action)

**BACKGROUND:**

The Board will discuss the President's annual evaluation.

**RECOMMENDATION:**

# BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #8: Board Officer Elections (for action)

## BACKGROUND:

The Board typically elects a new slate of Board officers at this time of year effective July 1, 2008. Mike Blakely is currently the Board Vice Chair and if past practices are followed he will move into the Chair's position effective July 1, 2008. If so, the Board would now need to elect a Vice Chair. The Board has consulted the rotation schedule below in voting its selection.

BBCC Board Officer Matrix  
(C = Chair)  
(VC = Vice Chair & Chair Elect)

	05/06	06/07	07/08	08/09	09/10
Holloway				VC	C
Ramon	C				VC
DeLuna-Gaeta	VC	C			
Kenison		VC	C		
Blakely			VC	C	

## Term Expires:

Ramon 9/30/08  
Kenison 9/30/08  
Blakely 9/30/09  
DeLuna-Gaeta 9/30/10  
Holloway 9/30/12

## RECOMMENDATION:

None.

## BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #9: Assessment of Board Activity/Recap of Spring TACTC Conference (for information)

Northwest Association of Colleges and Universities Standard 6.B Governing Board

### 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.

The Trustees may discuss the recent Spring TACTC Conference in Tacoma, WA.

Prepared by the President's Office.

### RECOMMENDATION:

None.

**BIG BEND COMMUNITY COLLEGE**

Date: 5/20/08

ITEM #10: Next Regularly Scheduled Board Meeting (for information)

**BACKGROUND:**

The next regularly scheduled Board meeting is June 24, 2008 at 1:30 pm.

**RECOMMENDATION:**

None.



## BIG BEND COMMUNITY COLLEGE

Date: 5/20/08

ITEM #11: Misc. (for information)

### BACKGROUND:

Provost Wayne Quirk from Central Washington University visited on campus May 12, 2008. Executive Council members met with him followed by a BBCC campus tour.

President Elson Floyd from Washington State University will be here on May 21, 2008. He will meet with Executive Council during the morning and then return to campus following Rotary for a tour.

Vice President Ken Turner will be retiring June 30, 2008. His retirement party is scheduled on June 12, on campus.

Justice Mary Fairhurst (2008 BBCC Commencement Speaker) was on campus presenting information to Business Instructor Gene Donat's class. Following the presentation President Bonaudi discussed the Washington State Supreme Court hearing oral arguments on the BBCC campus. Justice Tom Chambers followed up with correspondence to President Bonaudi affirming the Justices' intention to hold court at BBCC sometime after 2009.

### RECOMMENDATION:

RECEIVED

MAY 05 2008

PRESIDENT'S OFFICE

The Supreme Court  
State of Washington

TOM CHAMBERS  
JUSTICE  
TEMPLE OF JUSTICE  
POST OFFICE BOX 40929  
OLYMPIA, WASHINGTON  
98504-0929



(360) 357-2045  
FAX (360) 357-2104  
E-MAIL J\_T.CHAMBERS@COURTS.WA.GOV

May 2, 2008

President William C. Bonaudi, Ed. D.  
Big Bend Community College  
7662 Chanute Street N.E.  
Moses Lake, WA 98837-3299

Dear President Bonaudi:

Thank you for inviting the Washington Supreme Court to sit and hear oral arguments at Big Bend Community College. Although it is a decision that needs to be made by the entire court en banc, I suspect your invitation will be favorably received and accepted.

I was raised in the Yakima Valley and am an alumnus of Yakima Valley Community College. The first time the court sat at a community college was May 2004, when we traveled to Yakima and held court at Yakima Valley Community College. I personally will be thrilled to return to Central Washington.

The court travels two or three times a year and we are currently scheduled through 2009. However, I will take steps to present your invitation to the court en banc and to get Big Bend Community College in the queue for a court visit. It will be beneficial both to your school and to the court.

Sincerely,

Tom Chambers

TJC:smg

P.S. Grant County Airport is not only all weather but continues to offer the longest runway west of the Mississippi and is an alternate landing site for the space shuttles.