

# Big Bend Community College



**Board of Trustees**

**Regular Board Meeting**

**Tuesday, April 13, 2010  
7:00 p.m.**

**ATEC  
Hardin Community Room**

**Community College District No. 18**

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

## Spring 2010 Campus Events

Spring 2010 Campus Events		
<b>April</b>	14	ASB Event: Pool Tournament; 1400 Game Room; 1:30 p.m.
	17	Baseball vs. Treasure Island CC; Noon
	21	ASB Event: Meet the Candidates/Ice Cream Social; Viking Dining Hall, 2:30 p.m.
	21	Baseball vs. Blue Mountain CC; 1 p.m.
	24	Baseball vs. Yakima Valley CC; 1 p.m.
	26-29	ASB Elections
Spring 2010 Campus Events		
<b>May</b>	1	Softball vs. Wenatchee Valley CC; Noon
	5	ASB Event: Pool Tournament; 1400 Game Room; 2:15 p.m.
	7	Faculty In-Service,
	11	ASB Event: Taco Fest; Masto Conf. Room, 10:30 – 1:30 p.m.
	12	Baseball vs. Wenatchee Valley CC, 1 p.m.
	15	Cellarbration! Foundation Fundraiser
	17-18	WA State Supreme Court Justices Visit
	20	ASB Event: Students vs. Staff Softball Tournament, 5 p.m.
	25	BBCC Board of Trustees Meeting, Hardin Room; 1:30 p.m.



BBCC Viking Basketball



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, April 13, 2010, 7:00 pm  
Study Session 4:00 pm  
ATEC- Hardin Community Room

	Action		Tab #
	A	1. Call to Order/Roll Call	
	I	2. Introductions	
<i>Governing Board Members:</i>	I/A	3. Consent Agenda	3
<i>Felix Ramon, Chair</i>		a. Approval of Regular Mtg Minutes 3/02/10 (A)	
		b. Student Success (I)	
		Achieving the Dream	
		Student Achievement Initiative	
<i>Katherine Kenison, Vice Chair</i>		c. Accreditation	
		d. Assessment Update (I)	
<i>Mike Blakely</i>		e. Capital Project Report (I)	
		f. Human Resources Report (I)	
<i>Angela Pixton</i>		g. Enrollment Report (I)	
		h. Quarterly Budget Update (insert 4/13/10) (I)	
<i>Mike Wren</i>	I	4. Remarks (Public comment to the Board regarding any item on the agenda may be made at the time of its presentation to the Board according to the conditions set in Board Policy 1001.3.E)	4
		a. ASB Representative – Rhoan Ashby, President	
		b. Classified Staff Representative – Kathy Aldrich	
		c. Faculty Representative – Mike O’Konek, Faculty Assn. President	
		d. VP Financial & Administrative Services – Gail Hamburg	
		e. VP Instruction/Student Services – Dr. Mike Lang	
		f. VP Human Resources & Labor – Holly Moos	
<i>Dr. Bill Bonaudi, President</i>	I	5. Exceptional Faculty Award Report-Dr. Ryann Leonard	5
	A	6. 2010 Access Monitoring Report- Dean Valerie Kirkwood	6
		-----BREAK-----	
		Executive Session	
	A	7. Emeritus Status- President Bonaudi	7
	I/A	8. Probationary Rev Committee Summary Template-President Bonaudi	8
	A	9. Assessment of Board Activity- Board	9
	A	10. Next Regularly Scheduled Board Meeting – Board	10
	I	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 May 25, 2010, 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.

**BOARD OF TRUSTEES  
BIG BEND COMMUNITY COLLEGE  
DISTRICT NO. 18**

7662 Chanute Street  
Moses Lake, Washington 98837

**Tuesday, April 13, 2010, 4:00 p.m.**

**HARDIN COMMUNITY ROOM  
GRANT COUNTY ATEC BUILDING 1800**

**BOARD STUDY SESSION AGENDA**

**1. Academic Master Plan Report #1 Access 2010**

The Board of Trustees of Community College District 18 have scheduled a Study Session on Tuesday, April 13, 2010, 4:00 p.m. in the Hardin Community Room, Grant County ATEC Building 1800.

**1. Purpose: Academic Master Plan Report #1 Access 2010**

**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.

**Information:** If you have any questions please contact Autumn Weis (793-2003), Director of Public Information, Big Bend Community College.

**BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

**ITEM #3:** CONSENT AGENDA (for action)

- a. Regular Meeting Minutes March 2, 2010

**BACKGROUND:**

The Regular Meeting Minutes March 2, 2010, are included for review.

Prepared by the President's Office.

**RECOMMENDATIONS:**

President Bonaudi recommends the Board of Trustees approve the minutes.

## THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held its regular Board meeting Tuesday, March 2, 2010, at 1:30 p.m. in the ATEC Hardin Community Room in Building 1800 on the Big Bend Community College campus.

### 1. Call to Order

Chair Felix Ramon called the meeting to order at 1:30 p.m.

Present: Mike Blakely  
Katherine Kenison  
Angela Pixton  
Felix Ramon  
Mike Wren

President Bonaudi reminded all that the meeting was streaming live via MediaSite.

### 2. Introductions

President Bonaudi introduced the Men's Basketball Coach Mark Poth. Coach Poth commented that the athletes are also good students with an average GPA of 3.0. The athletes include Lance Whitney from Connell majoring in Education; Charles Nunn from Utah majoring in Pre-Med; William Winn from Nevada; Jeff Ranstrom from Idaho majoring in Education; Alan Marsh from California majoring in Emergency Medical Services; C. J. Hatch from Texas; Maurice Johns from California majoring in Criminal Justice; Dominick Brumfield from California majoring in Business and Marketing; Michael Hattar from California majoring in Communications; Brandon Brooke from California; Antonio Snow from Nevada; Eric Martin from Washington majoring in Business and Law; Shaun Hilton from Nevada majoring in Business; Matt Sanger from Idaho majoring in Pre-Med; Stuart Hilton from Nevada majoring in Business Management; and John Buhler from Washington.

Coach Poth stated their first game in the tournament begins at 10:00 a.m. on Saturday, March 20 in Kennewick.

### 3. Consent Agenda

a) Approval of Regular Meeting Minutes for January 12, 2010 and Special Board Meeting Minutes for February 9, 2010 (A); b) Student Success Update (I); c) Accreditation (I); d) Assessment Update (I); e) Capital Project Report (I); f) Human Resources Report (I); g) Enrollment Report (I); h) Business Information Management (A); i) Industrial Systems Technology (A).

MOTION 10-05 Trustee Angela Pixton moved to approve the Consent Agenda. Trustee Katherine Kenison seconded the motion, and the motion carried.

The minutes of the January 12, 2010, Regular meeting minutes were corrected to reflect the start time of 1:30 p.m.

**4. Remarks**

- a. ASB representative CJ Hatch provided the ASB report in Rhoan Ashby's absence. This past month ASB has held several events with great attendance. Over 100 people attended the Ice Skating and Batting Cages Activity as well as the dance in February. There were over 200 attendees for the Appetizerfest. ASB hosted a Black History Month Speaker, Eric Davis and over 50 people attended.

ASB will hold their first Mardi Gras fest March 9 featuring Chicken & Sausage Jambalaya, North Carolina Pulled Pork Sliders, Cream Stone Ground Grits, Sage Honey Cornbread and Sweet Potato Casserole all for only \$3. The entertainment will be provided by a group from Canada.

ASB Bowling Night is next Thursday, March 11 from 10:00 p.m. to midnight, all are welcome.

To finish out the winter quarter ASB is having two library campouts, serving free pizza and pop to the students who are studying in the library during finals.

**Club Updates:**

January 23, Phi Theta Kappa collected a total of 1460 pounds of trash on the 153 acre BBCC campus, of which 1098 pounds were recyclable. Phi Theta Kappa inducted a record 68 students into the honor society Thursday, February 25, 2010.

MEChA will be holding a bake sale fundraiser Thursday with donations going through the Red Cross for aid to Haiti.

Trustee Mike Blakely commented that the basketball team represents BBCC well. Trustee Felix Ramon stated he was impressed by the majors the athletes are pursuing.

- b. Classified Staff Representative Kathy Aldrich provided the Classified Staff training report as follows.

Kami Mattson attended Networking Concepts NTC/500 through the University of Phoenix in January. Robin Arriaga attended CIM (Compensation Impact Model) training via ITV, BBCC January 14.

Angie Albert attended CIM Training on January 20 in the BCC Library. Anna Ellsworth attended Webcast Achieving Student Success: Transitions to Post-Secondary Education January 20 at BCC. Susan Nichols attended Campus Safety January 21. Anna Ellsworth attended WorkFirst Partner All Staff Meeting January 27 at BCC. Dina Moskvich attended an Autism webinar January 29 at BCC.

Ms. Aldrich reported the Classified Staff Awards potluck was held on January 22 in the Masto Conference Center. Approximately 110 attended the luncheon including administrative exempt, faculty, classified staff and a few retirees. Twenty-six classified staff were honored for specific benchmark years of service. The Excellence in Customer Service Award went to two classified staff: Traci Bartleson, and TC Bergen. The drawing for the Bookstore gift certificates went to Hope Candanoza and Eugene Hanover.

Ms. Aldrich thanked Dr. Bonaudi and Holly Moos for sharing the Master of Ceremonies role and their continuing support of classified staff. She also thanked Doug Sly and the BCC Foundation, Caren Courtright and the BCC Bookstore, and Kim Jackson and the ASB. They each played an important role in making the awards potluck special.

Ms. Aldrich featured Excellence in Customer Service Award co-winner, Mr. T.C. Bergen.

Mr. Bergen works wonders with paint and finishing techniques which is evident across campus. (Viking Dugouts, Game Room & Activity Center Logos, Offices, Signs, Furniture Refinishing, Desks & Cabinets painting, etc.) He plans and coordinates well with vendors on needed products. T.C. constantly adjusts his schedule to work in areas when it is most convenient to the occupants, even when not the most convenient for him. He is quick to lend a hand to others when needed – whether it is rearranging furniture, deicing, shoveling snow, or helping with setups in ATEC. He does a daily walk through of the ATEC building and notes anything needing repair, i.e. paint touch up, tile problems, graffiti, lights out, etc. and gets things corrected as quickly as is possible. He takes great pride in Big Bend's facilities and their upkeep. He deals with water leaks, roofing issues, and even paints signs and stripes in our parking lots.

Over the years, T.C. has trained and mentored many painter helpers/student workers. T.C. also helps them with class schedules, directs them to counselors, and literally walks them through the processes at Big Bend.

Many of T.C.'s past trainees still keep in touch with him even though they have moved on in life to other adventures.



He looks forward to their return visits, the cards and letters he receives, and enjoys sharing the news and pictures of each and their families with the rest of us in the department.

Mr. Bergen supports BBCC in many ways. Not only as an employee but he also attends athletic events, serves on the Relay for Life Cancer Team and recently volunteered time to work on a Foundation project. Congratulations to Mr. T.C. Bergen.

President Bonaudi remarked Mr. Bergen is a good example of the Big Bend family. Board Chair Felix Ramon thanked Mr. Bergen for his dedication and hard work.

- c. Mr. Mike O'Konek, Faculty Association President reported news from the faculty. Philosophy Instructor Dennis Knepp reported his Religion in America class filled the first day of enrollment. It's a hybrid, which means it can be taken on campus or online. Only five students who enrolled in the class will be on campus the rest of the students will access the class online. The new equipment in Rm 1609 makes this offering possible.

High School Automotive Instructor Mark Yosting reported that he and John Heflin attended a GM training at Shoreline Community College last summer. He also reported that several of his students placed first or second at the Central Regional contests in Pasco. They will be going on to the state competition.

Instructor O'Konek reported the BBCC Automotive program and Jerry's Auto Supply co-sponsored a Dayco Belt seminar. This seminar brought four instructors, two students and 20 technicians to campus. Instructor O'Konek also stated he and Instructor Dick Wynder will attend the ATE Automotive Training and Expo. This will include 20 hours of technical training.

Gene Donat reported to Mr. O'Konek that Instructor Ryann Leonard is doing a terrific job as a safety consultant and should get recognition for her efforts.

- d. VP Hamburg stated the Senate and House budget proposals are very different. We don't have a clear picture of the impacts the budget of either house will have on BBCC yet. When we know what our budget cuts are a Budget Review Task Force meeting will be convened.
- e. VP Mike Lang invited everyone to the CDL IBEST graduation on Wednesday, March 17.

- f. VP Moos reported her staff are looking forward to moving into the space being vacated when the business office moves into the remodeled auditorium. It will lead to a better use of space and allow HR and payroll to be located together.

**5. Exceptional Faculty Award**

Doug Sly, the Executive Director of the BBCC Foundation, distributed an update of the Exceptional Faculty Awards Endowment. President Bonaudi stated the BBCC Foundation is the custodian of these state funds. \$13,000 is set aside annually to fund faculty professional development activities. He encouraged the Board to endorse the EFA recommendations.

MOTION 10-06 Trustee Katherine Kenison moved to approve the Exceptional Faculty Awards for Dr. Ryann Leonard, Dr. Jim Hamm, and Ms. Julia Berry. Trustee Mike Blakely seconded the motion, and the motion carried.

**6. Probationary Tenure Reviews**

Board Chair Felix Ramon announced that the Board would go to executive session per RCW 42.30.110 (1): (b) to consider the selection of a site or the acquisition of real estate by lease or purchase; (g) to evaluate the qualification of an applicant for public employment or to review the performance of a public employee; (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions or litigation or potential litigation. He stated no action would be taken during executive session. Trustee Ramon stated the executive session would last for one hour beginning at 2:03 p.m. in the Executive Dining room and he asked VP Mike Lang to join the executive session.

At 3:03 p.m. the executive session was extended for five additional minutes. At 3:08 the executive session was extended for five additional minutes. At 3:13 p.m. executive session was concluded. Board Chair Felix Ramon stated no action was taken during executive session.

President Bonaudi introduced the probationary and tenure candidates in the audience: Mr. Scott Richeson, Mr. Guillermo Garza, Mr. Gordon Kaupp, and Mr. Salah Abed.

Trustee Ramon asked if the Trustees had all reviewed the probationary and tenure files and they responded affirmatively.

MOTION 10-07 Trustee Katherine Kenison moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and Dr. Lang renew the

probationary contracts of Julia Berry, Mercedes Gonzalez-Aller, Richard Wynder and Jerry Wright at Big Bend Community College effective September 13, 2010. She further moved that the President notify Ms. Berry, Ms. Gonzalez-Aller, Mr. Wynder and Mr. Wright as soon as possible of this decision. Trustee Mike Wren seconded the motion, and the motion carried.

MOTION 10-08

Trustee Angela Pixton moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and Dr. Lang renew the probationary contracts of Scott Richeson, Sonia Farag and Tyler Wallace at Big Bend Community College effective September 13, 2010. She further moved that the President notify Mr. Richeson, Ms. Farag and Mr. Wallace as soon as possible of this decision. Trustee Mike Wren seconded the motion, and the motion carried.

MOTION 10-09

Trustee Mike Wren moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and Dr. Lang grant tenure to Salah Abed effective September 13, 2010. She further moved that the President notify Mr. Abed as soon as possible of this decision. Trustee Angela Pixton seconded the motion, and the motion carried.

MOTION 10-10

Trustee Katherine Kenison moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and Dr. Lang grant tenure to Guillermo Garza effective September 13, 2010. She further moved that the President notify Mr. Garza as soon as possible of this decision. Trustee Mike Blakely seconded the motion, and the motion carried.

MOTION 10-11

Trustee Angela Pixton moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and Dr. Lang grant tenure to Jennifer Brooks effective September 13, 2010. She further moved that the President notify Ms. Brooks as soon as possible of this decision. Trustee Mike Blakely seconded the motion, and the motion carried.

MOTION 10-12 Trustee Mike Blakely moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, Dr. Bonaudi and Dr. Lang grant tenure to Gordon Kaupp effective September 13, 2010. She further moved that the President notify Mr. Kaupp as soon as possible of this decision. Trustee Mike Wren seconded the motion, and the motion carried.

President Bonaudi congratulated all of the faculty who received contract renewals and tenure. Trustee Katherine Kenison thanked the committees and faculty members for their work. She said evaluating faculty members is a difficult job and it is critical to the Board to have 100% effort of those people participating in the process. She expressed her appreciation for the committees' hard work including developing performance plans. Trustee Kenison also commended faculty members who participated by detailing their self improvement plans and their attention to the their committee's recommendations. She concluded stating the hard work makes a tremendous difference.

Trustee Mike Blakely seconded Trustee Kenison's statements. He commented that he has seen improvements each year due to committee mentoring. He said the Board expects BBCC to have good dedicated teachers and BBCC has met that expectation. Trustee Blakely also commended President Bonaudi for prodding the staff to serve on the committees. Dedicated staff who care about students and go the extra mile make BBCC a better college.

Trustee Felix Ramon remarked he has been on the Board a long time. He has seen the review process completed in the past with out as much guidance and it didn't work out well. He stated the Board appreciates the work the committees have done. Trustee Ramon also stated the Board does not grant tenure unless it is in the best interest of the college. He said the Board reviews the information carefully and when they grant tenure they are convinced it is in the best interest of the college.

#### **7. Indemnification Process**

President Bonaudi stated this item is presented due to a legal action filed against the college. He asked for the Board's support of this resolution for the college to proceed.

MOTION 10-13 Trustee Katherine Kenison moved that the Board of Trustees, adopt Resolution 10-1. Trustee Mike Blakely seconded the motion, and the motion carried.

**BIG BEND COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
RESOLUTION AUTHORIZING INDEMNIFICATION  
No. 10-1**

WHEREAS, a legal action as designated below has been commenced involving this institution of higher education; and

WHEREAS, the trustees, officers, employees or agents of the institution designated below have requested the Board to authorize their defense under RCW 28B.10.842; and

WHEREAS, the Board has made a determination that such designated individuals were acting in performance of their duties and in good faith; Now Therefore,

BE IT RESOLVED that the Board of Trustees hereby specifically finds that the individuals designated below acted within the scope of their authority and in good faith with regard to the conduct alleged by the plaintiff to be wrongful, and the Board specifically authorizes their defense and approves their indemnification by the State pursuant to RCW 28B.10.842.

Done in Open Meeting by the Board this 2<sup>nd</sup> day of March, 2010.

**BIG BEND COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

By: \_\_\_\_\_

Felix Ramon  
Chair of the Board

**Title of Action:** Lindy Chamberlain v. Big Bend Community College, Danielle Alvarado, Marsha Asay, and Bill Bonaudi

**Cause No:** 10-2-00159-6

**Requests for Defense Approved for:** Danielle Alvarado, Marsha Asay and Bill Bonaudi

I, the below-named Assistant Attorney General assigned to Big Bend Community College, have reviewed the facts and circumstances involving the request for indemnification and I concur in the determination by the Board of Trustees.

Dated this 2<sup>nd</sup> day of March, 2010

\_\_\_\_\_  
Charnelle Bjelkengren, Assistant Attorney General  
Attorney General of Washington

Trustee Felix Ramon signed the Board Resolution.

**8. Assessment of Board Activity**

President Bonaudi informed the Board that reporting their activities meets the requirements of the newly adopted NWCCU standard 2.A Governance.

Trustee Mike Wren reported he attended Winter Serenade. He also attended the National League for Nursing Accrediting Commission (NLNAC) luncheon. He commented that visiting with the NLNAC evaluators gives the Board an opportunity to see the college from the outside. During the lunch the NLNAC evaluators stated it was the first time that a Board of Trustees had met with them during an evaluation visit. Trustee Wren commended the exceptional planning by BBCC staff. Trustee Wren reviewed the probationary tenure binders. The probationary tenure binders inform the Board how things are going from the instructors' perspectives and the evaluators' perspectives. He stated the probationary tenure committee process is very valuable.

Trustee Angela Pixton reported that she attended the NLNAC luncheon. She appreciated the role of the evaluators and was impressed that the team was assembled with people from a variety of backgrounds. It was a good opportunity to give feedback. Trustee Pixton complimented Director of Health Education programs Katherine Christian's responsiveness about her suggestions regarding certifications. Mrs. Angela Pixton reported she reviewed the probationary tenure information and appreciated the detail and effort that went into the committee process. She stated the Board doesn't take it lightly, and it's important to recognize different learners and levels of learning. She said she feels like she gets to know the instructors while reviewing their information.

Trustee Katherine Kenison reported that she attended the TACTC Legislative Conference. She also reviewed the probationary tenure information and she is preparing to present information at the Gear Up event. Trustee Kenison informed the Board members that the TACTC nominations committee is seeking officers. The deadline to respond to the committee is March 15.

Trustee Mike Blakely reported he attended the TACTC Legislative Conference. He also attended the classified staff potluck and a Quincy census committee meeting. He thanked the Governor for his Trustee reappointment. He sent Senator Holmquist his biography information. Trustee Blakely also thanked TACTC Administrator Erin Brown for overseeing the Trustee reappointment process. He also attended the NLNAC luncheon.

Trustee Felix Ramon reported that he attended the Foundation meeting as the Board's liaison. He also attended the TACTC Legislative Conference in Olympia and commented Dean Kirkwood did a good job driving. Trustee Ramon attending the NLNAC luncheon and meeting. He also delivered the 40/8 nursing training scholarships. He contacted community members about the College and Foundation. He also thanked donors for donations to the Foundation. Trustee Ramon reviewed the probationary tenure files and stated he appreciated the effort that went into them.

## **9. Next Regularly Scheduled Board Meeting**

MOTION 10-14 Trustee Katherine Kenison moved that the next Regularly Scheduled Board Meeting be held on April 13, 2010 at 7:00 pm and that a Study Session to review the AMP Monitoring Report on Access and the new NWCCU accreditation standards be scheduled on April 13 from 4:00-5:30 pm. Trustee Mike Blakely seconded the motion, and the motion carried.

## **10. Miscellaneous**

President Bonaudi introduced Dean Kara Garrett to discuss the NLNAC evaluators' comments. Dean Garrett said the evaluators were pleased and impressed that the Board of Trustees took the time to meet with them. They said Moses Lake is a great community and commented on the good job BBCC does supporting the community. Dean Garrett said BBCC received the recommendation to continue accreditation. A report is due in two years regarding a specific piece of data and a chart illustration. The next step will occur May 24-25 when the evaluation panel will meet and discuss the recommendation. Dean Garrett thanked the Board for their participation.

President Bonaudi stated he and Autumn Weis, Director of Public Information, traveled to Hartline to meet with the Port of Hartline Commissioners. The Port acquired the Hartline High School after it was condemned. The building is still in good shape. President Bonaudi encouraged the Commissioners to get involved with the Grant County EDC. The High School was the center of the town and community activity, when the school was damaged and a new school was built in Coulee City.

President Bonaudi stated he received a letter from President Sandra Ellman of the Northwest Commission on Colleges and Universities (NWCCU). The NWCCU is satisfied with the progress report submitted by BBCC and our accreditation is continued.

President Bonaudi stated he received a press release from Secretary Locke stating broadband internet was being expanded to three tribal

areas. He is hopeful it will bring more broadband access to the BBCC college district.

The annual State of the College address will be held Tuesday, March 30 with social time beginning at 6:30 p.m. President Bonaudi explained this event is open to all staff and faculty as well as community members. His address will include information about the legislative session and the vision for the next academic year.

President Bonaudi congratulated the nursing department for a job well done with their accreditation evaluation visit. He also announced the WA State Supreme Court Justices will be on campus May 17-18. They will visit classrooms and faculty and students on Monday May 17 and they will hold open court on Tuesday, May 18. A more detailed itinerary will be provided closer to the date of the visit.

President Bonaudi thanked all of those who attended Winter Serenade January 30. Funds raised will be used for additional technology. He expressed his appreciation for the Big Bend family volunteers for the event.

The National Association of WorkForce Boards Forum, will be held in Washington D.C. the week of March 6. The North Central WorkForce Council has agreed to fund Dr. Bonaudi's attendance due to his service as a long term board member with their organization. The ACCT Conference was rescheduled due to severe winter weather and it will be held the end of that week. Dr. Bonaudi plans to take advantage of his time in D.C. and he will attend the ACCT Conference while he is there. There are severe travel restrictions on state funds and state funds will not be used for this trip.

President Bonaudi reported that he recently travelled to Lind accompanied by BBT Director Russ Beard and Tech Prep Director Mary Shannon to visit with the Washtucna Superintendent, Robert Allen. They discussed the potential uses of the Rural Utility Service (RUS) Grant. They were eagerly welcomed. The Washtucna community is looking forward to learning centers funded by the Russ grant. While they were discussing the RUS grant in Lind, Superintendent John McGregor mentioned they have a need to help migrant parents acquire computer skills. President Bonaudi discussed this need with the Director of Title V Terry Kinzel. She subsequently coordinated the use of MEES grant funding in Lind as a result of that visit. President Bonaudi reiterated "Good things happen when we get off campus."



The BBCC Foundation Board members are interested in making sure the area high schools understand the resource BBCC represents to their students. The Foundation Board members are attending the school board meetings in several of the communities in the BBCC college districts share information about BBCC and the Foundation. To date they have visit Ephrata, Moses Lake, and Othello.

Trustee Angela Pixton asked for an update on the irrigation program. Dean Clyde Rasmussen reported the Electrical Mechanical Irrigation Systems certificate of achievement will a part of the Industrial Systems Technology (IST) combined program. The IST is the combination of the Industrial Electrical Technology and the Maintenance Mechanic Technology programs. Reinke Irrigation has finished developing an operating model center pivot system that is totally programmable and plugs into the wall. They're going to bring it to us in our lab. Reinke Irrigation wants to do their regional training here at BBCC and then broadcast it to training sites around the US. They also have videos and other training materials to share. Dean Rasmussen stated he plans for this program to begin enrolling for the fall quarter.

Trustee Mike Blakely thanked Dr. Bonaudi for his efforts in moving his senate confirmation through the process.

Trustee Felix Ramon stated he received a copy of the BBCC audit report, and a very complimentary letter. He also received a thank you note from the Director of Healthcare Education Katherine Christian complimenting the Board for attending the NLNAC luncheon.

MOTION 10-15 Trustee Mike Blakely moved that the meeting be adjourned. Trustee Mike Wren seconded the motion, and the motion carried.

The meeting adjourned at 4:02 p.m.

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Felix Ramon, Chair

ATTEST:

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William C. Bonaudi, Secretary

# Big Bend Community College

Date: 4/13/10

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

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

**BACKGROUND:**  
**Achieving the Dream**

*Priority 1: Increase successful completion of developmental math courses*

1.5 Research and purchase online math tutorial software or tutorial services

The February 2010 online tutoring statistics and student evaluation statements are included for your information. In February we had an increase in the number of online tutoring sessions which included a majority of the sessions originating from off campus.

**BBCC –  
February, 2010**

Contract Usage to Date	Skill Center Usage	Tutoring Sessions	Average Session Length	Recommend Rate
<b>Total Students Served</b>				
404				
Usage	All	Student Center	College Center	Adult Education and Career Center
Tutoring Sessions Served	393	0	381	12
Skills Center Sessions Served	11	0	11	0
Tutoring Sessions Served	All	Student Center	College Center	Adult Education and Career Center
Total Minutes	9321	0	9077	244
Average Session Length	23.72	0	23.83	20.34
Tutoring Sessions by Subject	All	Student Center	College Center	Adult Education and Career Center
Career Help	12	0	0	12
English - Grammar	18	0	18	0
English - Literature	12	0	12	0
English - Writing Center	38	0	38	0
Math - Algebra	38	0	38	0
Math - Algebra II	115	0	115	0
Math - Basic Math	8	0	8	0
Math - Calculus	9	0	9	0
Math - Statistics	3	0	3	0
Proof Point	12	0	12	0
Science - Biology	20	0	20	0
Science - Chemistry	96	0	96	0
Science - Earth Science	4	0	4	0
Science - Physics	2	0	2	0
Social Studies	6	0	6	0

Tutoring Sessions by Grade Level		All		
Adult	12			
College - Intro	381			
Skill Center Usage By Subject	All	Student Center	College Center	Adult Education and Career Center
English - Writing	1	0	1	0
Math - Algebra	9	0	9	0
Math - Algebra II	1	0	1	0
Math - Calculus	2	0	2	0
Math - Middle Grades	2	0	2	0
Math - Statistics	1	0	1	0
Science - Chemistry	2	0	2	0
Social Studies - Middle Grades	1	0	1	0
Tutoring Sessions Feedback: Yes Responses to Yes/No Questions	All	Student Center	College Center	Adult Education and Career Center
Is this service helping you find a job?	0%			0%
Is this service helping you help your children?	0%			0%
Is this service helping you study for school?	100%			100%
Is this service helping you with other?	100%			100%
Is this service helping you with work/career?	100%			100%
Are you glad your organization offers this service?	98%		98%	100%
Would you recommend this service to a friend?	98%		98%	100%
Is this service helping you complete your homework assignments?	97%		97%	
Is this service helping you improve your grades?	96%		96%	
Is this service helping you be more confident about your school work?	94%		94%	
Total Students Served by Location				
BBCC	43			
BBCC - Remote Access	361			
Student Comments by Location		Location	Grade	
good		BBCC	College - Intro	
i like the new layout!		BBCC	College - Intro	
I really appreciated my tutor being friendly and willing to help. i liked how he went step by step and how he was willing to show me more than one way to solve the problem. Also, when my tutor defined some key terms and how to apply them, it made it even more easier to do my work.		BBCC	College - Intro	
i love tutor.com!!		BBCC - Remote Access	College - Intro	
I thought it was great to get reliable help from someone at a very convenient time, i only had to wait five minutes to talk to a tutor and he was very helpful. I will definitely be using this service again. Thanks!		BBCC - Remote Access	College - Intro	
I was stuck on a math problem that was the basis for many more. Allison helped me through it and now I can understand all of them! Thank God this is here to help us that have not been in high school for 16 years!		BBCC - Remote Access	College - Intro	
my tutor was excellent in helping me understand how to work the problem out.		BBCC - Remote Access	College - Intro	
The tutor was very nice and helpful. I like the one-to-one interaction because it feels like a real classroom. I'm glad for this service.		BBCC - Remote Access	College - Intro	
This service is awesome! My tutor was a great teacher and it helped me get through my homework assignment. I like the one to one interaction. It feels like a real classroom.		BBCC - Remote Access	College - Intro	
This tutor made SOO MUCH SENSE!		BBCC - Remote Access	College - Intro	
I like the discussions given in class. It's like I had a teacher. My tutor was helpful and friendly.		BBCC - Remote Access	College - Intro	
My tutor was a really huge help and he was very friendly. I liked the classroom a lot. It felt like a real classroom with a real teacher. I'm glad my school offers this program.		BBCC - Remote Access	College - Intro	
The tutor was very helpful and answered a lot of my questions!		BBCC - Remote Access	College - Intro	

Student Comments by Location	Location	Grade
I really liked my tutor. She was very helpful and nice. I like the class discussion. My tutor was an amazing teacher teaching me how to make my essay better. Love the one-to-one interaction.	BBCC - Remote Access	College - Intro
My tutor was of much help and very friendly. I liked the class, and how I was able to follow as she went over my essay!	BBCC - Remote Access	College - Intro
Nick B was a terrific tutor :)	BBCC - Remote Access	College - Intro
This tutor I had was one of the best i've ever had, Tyler something was the name....i think it was a girl but i'm not sure anyway give her a bonus or something!	BBCC - Remote Access	College - Intro
I thought the classroom was great, and my tutor was of great help and really nice.	BBCC - Remote Access	College - Intro
I was missing a simple step in my math equation that was very gently pointed out and headed me in the correct direction. Would have taken me hours to figure it out on my own.	BBCC - Remote Access	College - Intro
Is there a time limit? The tutor said I may have to log in again because the session was almost over. If there is a time limit maybe there should be a timer or something showing how much time you have spent with the tutor...or let us know there is a time limit at first...All in all, it was a very good experience!	BBCC - Remote Access	College - Intro
Just found out by this service, love it!	BBCC - Remote Access	College - Intro
My chat stopped working so we had to write out what to do on the whiteboard. The tutor was really patient and kind. I really appreciated that alot! Thanks for having such awesome people on your team!	BBCC - Remote Access	College - Intro
My tutor was very helpful and nice. He was a great teacher and the classroom was excellent. I got to learn from my mistakes and improve my writing skills.	BBCC - Remote Access	College - Intro
this tutor rocks! he should be given a raise!	BBCC - Remote Access	College - Intro

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

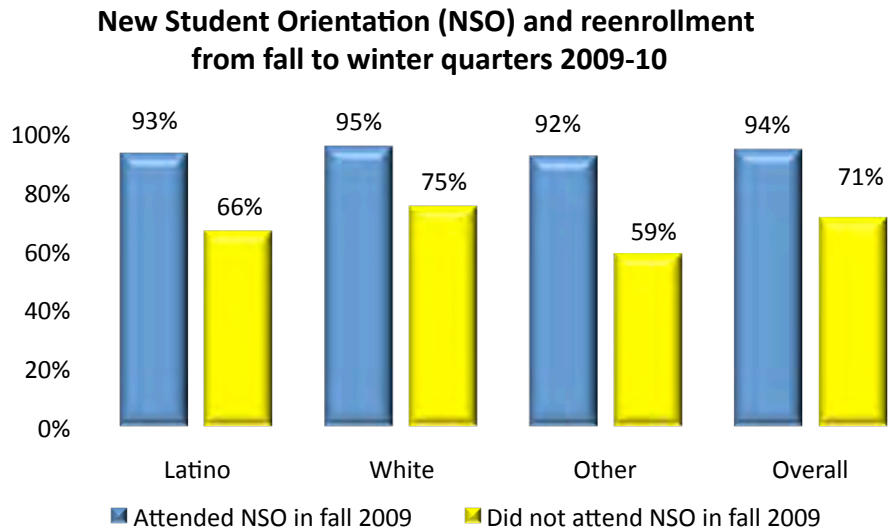
**2.1 Revise the new student orientation process to replicate best practice**

Students who attended New Student Orientation for fall quarter 2009 had significantly higher reenrollment rates for winter quarter than those students who did not participate.

		New Students* who attended New Student Orientation in fall 2009		
		Fall 2009	Reenrolled in Winter 2010	%
Latino Students	Female	59	55	93%
	Male	36	33	92%
	<b>Total Latino Students</b>	<b>95</b>	<b>88</b>	<b>93%</b>
White Students	Female	78	73	94%
	Male	62	60	97%
	<b>Total White Students</b>	<b>140</b>	<b>133</b>	<b>95%</b>
Other Students	Female	4	3	75%
	Male	8	8	100%
	<b>Total Other Students</b>	<b>12</b>	<b>11</b>	<b>92%</b>
<b>Total Students</b>		<b>247</b>	<b>232</b>	<b>94%</b>

<b>New Students* who did not attend New Student Orientation in fall 2009</b>				
		<b>Fall 2009</b>	<b>Reenrolled in Winter 2010</b>	<b>%</b>
Latino Students	Female	82	54	66%
	Male	48	32	67%
	<b>Total Latino Students</b>	<b>130</b>	<b>86</b>	<b>66%</b>
White Students	Female	155	106	68%
	Male	132	108	82%
	<b>Total White Students</b>	<b>287</b>	<b>214</b>	<b>75%</b>
Other Students	Female	20	12	60%
	Male	21	12	57%
	<b>Total Other Students</b>	<b>41</b>	<b>24</b>	<b>59%</b>
<b>Total Students</b>		<b>458</b>	<b>324</b>	<b>71%</b>

\* Intent Codes: A, B, F, G, X, prior education does not have an associate degree, has less than 30 cum credits and were not Running Start Students



## Student Achievement/Persistence

### Academic Master Plan

The first AMP report was the subject of the study session just prior to this meeting. The second AMP report is titled **PROGRAMS**. It will be presented to the Board of Trustees during the May 25 Board of Trustees Meeting. Programs, whether they are collections of support services or instructional activities, are the basis of a student's Educational Plan. This focus area reflects college efforts to provide the resources, including services and instruction, leading to student success. Student goals are achieved with access to, and use of services and instructional programs. College resources are devoted to a high touch student/client interaction that celebrates achievements, diagnoses challenges, recommends options, encourages continuation, and charts learning pathways. Once students/clients are aware of the resources and opportunities at the college and have enrolled in a program, they are at a point where BBCC can help them achieve their goals. Recall that last year's "Programs" report noted that several activities were either just underway or had not yet started. This year's report will contain more detail on assessment of programs.

#### **B. PROGRAMS – ACHIEVEMENT (Retention and progression toward goals)**

**Outcome B.1.** Students complete courses or workshops with a grade of passing or 2.0 GPA or better.

**Outcome B.2.** Students establish Educational Plans.

**Outcome B.3.** *Students persist to attain completions, certificates or degrees or workshops and are retained quarter to quarter and year to year to achieve their goals. (Revised 9/8/09 Board of Trustees)*

*E-2 Access, , E-3 Partnerships, E-4 Student Achievement, E-5 Climate, E-6 Cultural Enrichment*

## BIG BEND COMMUNITY COLLEGE

Date: 4/13/10

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

#### c. Accreditation

#### **BACKGROUND:**

Dr. Ronald Baker, Executive Vice President and Director, of Standards Revisions and Implementation Project for the Northwest Commission on Colleges and Universities has agreed to speak to faculty and staff about the new standards and reporting expectations on September 13, 2010 at the Fall In-service.

As we begin to prepare for our Accreditation Report, we will review the Academic Master Plan to identify core themes, this is the basis for the new accreditation standards.

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

#### **RECOMMENDATION:**

None.

## BIG BEND COMMUNITY COLLEGE

Date: 4/13/10

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

#### d. Assessment Update

#### **BACKGROUND:**

The Assessment Committee met on March 9, 2010. The meeting was captured on Mediasite to provide a record of progress and also to allow others to review it when their schedules allow it.

The meeting served as a review of the historical progress of assessment and research at Big Bend. Assessment Committee members provided feedback on how they use assessment data and how it could be presented to make it easier for others to use.

The Spring Enrollment Survey was also discussed. Assessment Committee Members provided feedback on "wording" that students will understand. This year Institutional Research and Planning will give the Spring Enrollment Survey online. On Monday, April 5, current students will receive an email asking them to complete the survey with a link to the survey. To encourage student participation, four \$50 gift certificates will be randomly given to students. The online survey administration saves printing, administration time, and valuable class time.

Minutes from the Assessment meeting can be seen under the BBCC web site under Assessment.

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

#### **RECOMMENDATION:**

None



## **BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

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

e. Human Resources Report

### **BACKGROUND:**

Many thanks go out to the search committee members for their work on the recruitment for Vice President for Instruction/Student Services. They spent many hours in committee meetings, screening files, interviews, attending forums, etc. Please join me in thanking:

- Gail Hamburg, Chair
- Clyde Rasmussen, Administration
- Tim Fuhrman, Administration
- Mike O'Konek, Faculty/Faculty Association
- Rie Palkovic, Faculty
- Max Heinzmann, Faculty (Student Services)
- Kathy Aldrich, Classified Staff
- Margie Lane, Classified Staff

Negotiations with the Big Bend Faculty Association are continuing

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

### **RECOMMENDATIONS:**

None

**PERSONNEL REPORT January 1, 2010 - March 31, 2010**

3/30/2010

<b>EMPLOYEE SEPARATIONS 1/1/10 - 3/31/10</b>			
<b>SEPARATION DATE</b>	<b>NAME</b>	<b>POSITION</b>	<b>SEPARATION REASON</b>
2/26/2010	Keli Sanford	Office Assistant 3-WorkFirst grant	Personal reasons
<b>NEW HIRES/PROMOTIONS/TRANSFERS 1/1/10 - 3/31/10</b>			
<b>START DATE</b>	<b>NAME</b>	<b>POSITION</b>	<b>REPLACING</b>
1/28/2010	John Marc Swedburg II	Commercial Pilot Flight Instructor	Pete Hammer
1/28/2010	Bryan McKune	Commercial Pilot Flight Instructor-shared position with CWU	New position
3/11/2010	Kendra O'Neill	Office Assistant 3-WorkFirst grant	Keli Sanford
<b>SEARCHES IN PROCESS</b>			
<b>POSITION</b>		<b>STATUS</b>	<b>REPLACING</b>
Vice President for Instruction/Student Services		Interviews scheduled for April 5, 6, 7, 8	Dr. Mike Lang
<b>WINTER PART-TIME FACULTY: 112</b>			
<b>WINTER PART-TIME HOURLY: 103</b>			

## BIG BEND COMMUNITY COLLEGE

Date: 4/13/10

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

f. Capital Project Update

### **BACKGROUND:**

**Transfer Center and Bathroom Remodel – Building 1400:** Construction funding from a Title V Grant is provided to remodel the north hallway and offices of building 1400 to accommodate a Transfer Center. RMI funding will be used to expand and remodel the existing bathrooms in building 1400 to allow for the increased occupancy due to the Transfer Center. The Public Works Request has been completed and General Administration is in the process of architect selection.

**Auditorium Remodel – Building 1400:** The project is complete. A preliminary punch list of things remaining to do was conducted by the architect at the last construction meeting on 3-16-10. The Business Office is planning on moving downstairs the week of April 5-12. There is still some work to be done on leveling the floor in College Bound offices before they can move downstairs.

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

**3/2/10** The project is approximately 80% complete. There was about a week lost for removal of asbestos piping. The project timeline now shows a completion date of March 5, 2010. The painting has been done, the ceiling grid is being installed this week and data wiring is in its final stages. Floor leveling and carpet installation will be done next week along with the casework.

**1/12/10** Gobi Construction LLC, the second lowest bidder, withdrew its bid. The third lowest bidder said they could not get the required bond amount at this time. They had taken on other projects since the original award. The fourth lowest bidder is Halme Builders, Inc. of Davenport. The bid amount was \$254,000, plus sales tax of \$20,066 and a contingency amount of \$27,406.60 for a total of \$301,472.60. A contract was awarded to Halme Builders, Inc. on November 13, 2009, followed by the Notice to Proceed on December 3, 2009. A crew came in on December 3, 2009 and started the asbestos abatement. The project timeline shows a completion date of February 24, 2010.

**11/17/09** The low bidder, Straightline Construction & Remodeling, LLC, was not able to get its bonding and insurance requirements in place within 15 days as required by our contract. Our project manager let them know that the project was being awarded to the second low bidder. Straightline Construction & Remodeling LLC responded by filing an appeal with General Administration (GA). GA extended the time to get the necessary documentation submitted by 2 days. The next day the low bidder officially withdrew their bid for the auditorium remodel. A contract was awarded to Gobi Construction LLC of Bellevue on October 21, 2009. The bid amount was \$227,000, plus sales tax of \$17,933 and a contingency amount of \$24,493.30 for a total of \$269,426.30. We do not

have the date for the Notice to Proceed yet, but we are hoping it will be by mid November.

**10/20/09** The bid advertisement was released on August 24, 2009. There was a pre-bid walk-through on September 9, 2009. Attendance at the walk-through was encouraged, but not mandatory. The bids were opened at 11:00 A.M. on September 23, 2009; there were eight bids. The contract was awarded to Straightline Construction & Remodeling, LLC of Woodinville. The bid amount was \$164,000.00, plus sales tax of \$12,956.00 and a contingency amount of \$17,695.60 for a total of \$194,651.60. The contract was awarded on October 1, 2009. We do not have the date for the Notice to Proceed yet, but we are hoping it will be by mid October.

**9-8-09** Department of Corrections will not be able to do the asbestos abatement and demolition work after all. Our architect, Bernardo Wills, is adjusting the bid packet to include this work. Construction is expected to start in October.

**8-4-09** The drawings for the remodel are complete and Grant Counts has approved the permit. A Department of Corrections crew is tentatively scheduled to arrive on August 24 for asbestos abatement and demolition work. Our architect, Bernardo Wills, is preparing the bid packet. Construction is expected to start in September and be completed in December.

**7-7-09** We are continuing to work with our architect, Bernardo Wills, on the drawings which should be finished by June 30. The project will then be advertised for bids. Construction is expected to start in August and be completed in December.

**5-19-09** Our architect, Bernardo Wills, is completing drawings which should be finished by June 15<sup>th</sup>. The project will then be advertised for bids. Construction is expected to start in August and be completed in December.

**4-14-09** Funding from facility repairs is provided to replace the damaged plaster ceiling and lighting in the auditorium. Additional minor improvement funding will be used to convert the space to a Business Office and other offices for tutoring and advising in an effort to provide better access for our students. Our architect, Bernardo Wills, is completing drawings which should be finished by June 15<sup>th</sup>. The project will then be advertised for bids. Construction is expected to start in August and be completed in December.

**BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

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

g. Enrollment Report

**BACKGROUND:**

The tuition amount budgeted for 2009-2010 is \$3,108,514. As of February 28, 2010 we have collected \$2,530,306 or 81% of the budgeted amount. As of February 28, 2009 we had collected \$2,129,340 or 74%. Winter quarter netted us an additional amount of \$60,750 in excess tuition dollars. Along with the \$40,932 that we exceeded in fall quarter that brings our total to \$101,682 for the year.

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**TUITION COLLECTION REPORT**  
**As of February 28, 2010 and February 28, 2009**

	<u>2009-10</u>	<u>2008-09</u>
Annual Budget	\$3,108,514	\$2,876,000
Total Collections as of February 28	\$2,530,306	\$2,129,340
As a % of annual budget	81%	74%
Left to collect to meet budget target	\$ 578,208	\$ 746,660

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

The final winter 2010 enrollment report is included for your information. State FTE for winter 2010 was up 118.8 over winter quarter 2009. For the first time we hit the 1,800 state-funded FTE mark. Professional/technical and academic FTE increased. The ABE/ESL state-funded FTE decreased due to the use of more contract funds to support the ABE/ESL classes, the total FTE for ABE/ESL remained nearly the same as winter 2009. As of March 30, the second day of spring quarter, we are 4.4% over our funding level.

<b>F.T.E. REPORT</b>			
3/30/2010			
			<b>ANNUALIZED</b>
			<b><u>FTEs</u></b>
<b>1st year (08-09)</b>			
SUMMER			115.2
FALL			533.0
WINTER			560.6
SPRING			<u>489.9</u>
<i>Total</i>			<i>1698.7</i>
<b>2nd year (09-10)</b>			
SUMMER			115.8
FALL			589.4
WINTER			600.2
SPRING			<u>506.9</u>
<i>Total</i>			<i>1812.3</i>
<b>TOTAL</b>			<b><u>3511.0</u></b>
1st year Target (includes 53 Workforce)			1676
2nd year Target (includes 53 Workforce)			<u>1686</u>
<b>Two-year Target Total</b>			<b>3362</b>
<b>SBCTC 2-year rolling enrollment count</b>			
Past year + current year actual FTE			3511.0
Past year + current year allocation			3362.0
% of allocation target attained to date			104.4%
Add'l FTEs to meet minimum 96%			-283.5
Add'l FTEs to meet target 100%			-149.0
FTEs over target - 1st year			22.7
FTEs over target - 2nd year			126.3

# WINTER FINAL ENROLLMENT REPORT

## HEADCOUNTS

	WINTER	WINTER	WINTER	WINTER	WINTER	WINTER	WINTER
	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
<b>ETHNIC ORIGIN</b>							
Amer. Indian/Alaska Ntv	42	54	42	45	51	37	42
Asian/Pacific Islander	38	30	49	36	36	29	35
Black	41	38	32	25	29	34	25
Hispanic	1,038	1,125	1,059	963	1,014	1,005	967
White	1,504	1,358	1,335	1,428	1,437	1,585	1,778
Other/Unknown	220	239	237	224	106	138	155
<b>SEX</b>							
Female	1,691	1,569	1,625	1,561	1,521	1,615	1,677
Male	1,144	1,157	1,064	1,089	1,133	1,186	1,298
Not Coded	48	118	65	71	19	27	27
<b>STUDENT STATUS</b>							
Continuing	1,999	1,845	1,828	1,846	1,723	1,812	1,933
Former	463	462	456	435	482	537	554
New	379	501	443	404	413	437	449
Transfer	42	36	27	36	55	42	66
<b>BY FUNDING SOURCE</b>							
State	2,532	2,575	2,521	2,502	2,484	2,438	2,550
Shared Funding						9	0
Grant/Contract	180	187	54	74	69	220	198
Community Service	171	82	179	145	120	161	254
<b>BY TIME/LOCATION</b>							
On-Campus Day	2,081	1,909	1,717	1,674	1,642	1,784	1,909
On-Campus Evening	178	147	232	332	303	286	321
Off-Campus Day	310	307	374	307	277	262	263
Off-Campus Evening	314	481	431	408	451	496	509
<b>TOTAL HEADCOUNT</b>	<b>2,883</b>	<b>2,844</b>	<b>2,754</b>	<b>2,721</b>	<b>2,673</b>	<b>2,828</b>	<b>3,002</b>
Running Start	141	146	146	136	131	117	131
International	2	4	3	1	2	3	4

## FTES

	WINTER	WINTER	WINTER	WINTER	WINTER	WINTER	WINTER
	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>
<b>STATE FUNDED</b>							
ABE/ESL	255.6	322.7	278.2	232.1	273.1	193.3	188.4
Academic	919.4	782.2	720.3	736.3	733.8	803.9	795.8
Occupational	625.6	576.9	578.5	557.7	503.7	538.9	612.1
<b>TOTAL STATE FTES</b>	<b>1800.6</b>	<b>1681.8</b>	<b>1577.0</b>	<b>1526.1</b>	<b>1510.6</b>	<b>1536.1</b>	<b>1596.3</b>
<b>OTHER FTES</b>							
Community Service	8.5	3.8	9.3	11.1	7.5	32.5	26.9
International Students	0	0	0	0	2.2	3.5	2.8
Contract Funded	106.5	36.7	26.8	31.4	45.3	123.3	125.4
Running Start	130.5	127.8	120.7	107.5	102.4	96.1	105.7
Other (Employ., Sr. Cit.)	13.2	13.5	15.7	24.6	23.0	19.1	16.9
<b>GRAND TOTAL FTES</b>	<b>2,059.3</b>	<b>1863.6</b>	<b>1749.5</b>	<b>1700.7</b>	<b>1691.0</b>	<b>1810.6</b>	<b>1,874.0</b>

**BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

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

h. Quarterly Budget Report INSERT

**BACKGROUND:**

The quarterly budget report will be inserted April 13 due to the report schedule.



## **BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

**ITEM #5:** Exceptional Faculty Award Report (for information)

Dr. Ryann Leonard (Psychology/Criminal Justice Instructor)

### **BACKGROUND:**

Dr. Ryann Leonard, Psychology/Criminal Justice Instructor was awarded a \$1,000 Exceptional Faculty Award during the March 2, 2010, Board meeting. She will give an oral report about her attendance at the American Psychology – Law Society Conference in Vancouver, British Columbia.

Prepared by the President's office.

### **RECOMMENDATION:**

None

## **Dr. Ryann Leonard's Exceptional Faculty Report to the Board**

On March 18 – 20, 2010 an Exceptional Faculty Award allowed me to attend the American Psychology – Law Society conference in Vancouver, British Columbia. The main purpose of my trip was to facilitate the Annual Mentorship Committee function at the conference; something I have been a part of since 2004. The goal of this committee and our functions are to bring together undergraduate and graduate students with developed professionals in the field and facilitate communication on several topics. This year's theme was "Top 5 Tips for Success". Several mentors provided their top five tips for being successful in an area of concern for students before the conference. The students and the mentors then met in a round table discussion format to go over the "Top 5" tips in that area. Mentors could provide expertise and students had the chance to ask individual questions. Students had the opportunity to meet with three mentors and cover three different topics during the session (See topics below). Students and mentors found the experience very valuable because students don't often get to interact with professionals in the field in a less formal way.

During this conference I also was able to update my knowledge in several areas that will be helpful to my classes here at Big Bend. I learned about the current research trends in eyewitness evidence, terrorism, confessions and detecting deception. I even made contact with another faculty member who would like to involve our students in her graduate student's research. I think this will be a great way to introduce students to the larger world and help them see how their responses can influence overall policy changes.

Thank you for this opportunity.

The areas discussed were:

- ❖ Balancing Academic Work and Clinical Practice,
- ❖ Obtaining Clinical Internships
- ❖ Setting up a Private Practice
- ❖ Creating a Career as a Forensic Psychologist
- ❖ Finding a Nonacademic Job (focusing on state/federal government jobs)
- ❖ Thinking Outside of the Box: Niches in Forensic Psychology (focusing on non-clinical areas)
- ❖ Giving a Good (Academic) Job Talk
- ❖ Becoming Engaged in the field of Psychology.

## **BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

**ITEM #6:** Academic Master Plan (AMP) Report #1 Access 2010 (for action)

### **BACKGROUND:**

This second annual comprehensive Access report of the 2009-2014 Academic Master Plan (AMP) provides information on how BBCC continues to devote its resources and efforts to student success through activities centered around district-wide resource awareness, student engagement and student enrollment. This report addresses Ends Statements E-1 Mission, E-2 Access, E-3 Partnerships, E-4 Student Achievement, E-6 Cultural Enrichment. Report detail was discussed in the Board Study Session held prior to this regular meeting.

Prepared President Bonaudi and Dean Valerie Kirkwood.

### **RECOMMENDATION:**

President Bonaudi and Dean Kirkwood recommend acceptance of Access 2010.

**BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

**ITEM #7:** Emeritus Status (for action)

**BACKGROUND:**

The Faculty Association agrees with Dr. Bonaudi's recommendation to nominate retiring Vice President Mike Lang for Emeritus Status.

**RECOMMENDATION:**

President Bonaudi recommends awarding Emeritus status to Vice President Mike Lang.

## **BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

**ITEM #8** Probationary Review Committee Summary Template (for information/action)

### **BACKGROUND:**

Concluding last month's regular meeting agenda item on Probationary Review Reports, the board expressed a wish that all reports follow elements of a common format that clearly summarized the prescriptive remedies put forth by committee members for the probationary faculty member. This springs from a clear Board expectation that committee-prescribed remedies to improve performance of probationary faculty members be clearly stated.

Once these expectations are written, it is the Board's expectations that succeeding Probationary Review Reports will contain a clear assessment of the efforts of the probationer to comply with the committee recommendations as well as any additional or continuing performance expectations of the committee.

We have asked you to review (again) this year's Probationary Reports to give you a chance to highlight particularly strong examples (if any) of reports you feel incorporate your concerns. Or, rather than highlight one style of report as preferred, you could also select a summary sheet for all committees to include in their reports similar to the following attachment:

Prepared by the President's Office.

### **RECOMMENDATION:**

None.

REPORT SUMMARY

Probationary Academic Employee: \_\_\_\_\_

Probationary Year	Academic Year	
<b>1st Year</b>	<b>2008-09</b>	<b>Commendations:</b> Spends part of his office hours in learning laboratory; <b>continuing</b> Developed new use for Mediasite in face to face advising from a distance; <b>continuing</b>
		<b>Recommendations:</b> Course content does not reflect latest research in field; <b>must update PSC 103 to include latest research</b> Poor attendance at college committee meetings; <b>needs to consistently attend the Assessment committee meetings and show active participation in a review of the committee minutes.</b>
<b>No previous recommendations.</b>		
<b>2nd Year</b>	<b>2009-10</b>	<b>Commendations:</b> Dr. Hunt continues to engage students in class and on-line. Very skilled in using video with his on line classes Maintains a 24 hr response time for all student email comments and questions
		<b>Recommendations:</b> Poor attendance at college committee meetings; <b>needs to consistently attend the Assessment committee meetings and show active participation.</b> Dr. Hunt still has not provided the evidence that he sees the value and obligation to participate in college governance. <b>We will expect to see a marked improvement this next academic year.</b>
<b>Committee Statement regarding compliance with previous recommendations:</b>		
Dr. Hunt has responded positively to previous recommendations, but still finds attendance and participation on college committees, in his case the Assessment Committee and difficult task to accomplish. We have indicated to him the importance of participating in non-classroom activity in his comprehensive role as a community college instructor.		
<b>3rd Year</b>		<b>Commendations:</b>
		<b>Recommendations:</b>
<b>Committee Statement regarding compliance with previous recommendations:</b>		

Committee Members:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Probationer:

\_\_\_\_\_

## **BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

### **ITEM #9**      Assessment of Board Activity (for action)

Northwest Commission on Colleges and Universities Standard 2.A Governance

#### **BACKGROUND:**

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

Prepared by the President's Office.

#### **RECOMMENDATION:**

None.

## **BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

**ITEM #10** Next Regularly Scheduled Board Meeting (for action)

### **BACKGROUND:**

The next regularly scheduled Board meeting is Tuesday, May 25, 2010, at 1:30 p.m. The 2010 Programs Monitoring report will be presented to the Board. A Study Session could be scheduled from 10:30 to noon prior to the May 25, 2010 Board meeting.

Prepared by the President's Office.

### **RECOMMENDATION:**

President Bonaudi and Dean Kirkwood recommend setting a Study Session for 10:30-noon to precede the regular Board meeting May 25, 2010.



## **BIG BEND COMMUNITY COLLEGE**

Date: 4/13/10

**ITEM #11:** Miscellaneous (for information)

### **BACKGROUND:**

March 25, the President's Executive Assistant, Melinda Dourte guided BBCC's All WA Academic Team Members, Mr. Lee McGough and Ms. Kathrina Komlofske, and Phi Theta Kappa Advisor Ms. Barbara Whitney to the All WA Academic Team Celebration at South Puget Sound Community College. The group also visited the Capitol Building and the Temple of Justice and visited with Senator Janéa Holmquist, Representative Judy Warnick and Justice Tom Chambers. Ms. Dourte will give a short Powerpoint presentation detailing the trip.

President Bonaudi will deliver the 15<sup>th</sup> annual State of the College address Tuesday, March 30, 2010 at 6:00 p.m. The address will be available on MediaSite.

The Washington Supreme Court Justices will be on campus May 17-18, 2010. They will interact with staff, faculty, students and community members. They will also hear three oral arguments while they are here.

The Spring TACTC Conference will be held in Wenatchee May 20-21. Please confirm your attendance with Melinda.

The 2009 Board Retreat which was held at the Wild Horse Wind and Solar Facility was very productive. The date of August 25 is being offered for the 2010 Board Retreat at the same location (the price is right!). President Bonaudi recommends August 25, 2010 for the Board Retreat at the Wild Horse Wind and Solar Facility.

### **RECOMMENDATION:**

None.