

Big Bend Community College

Board of Trustees Regular Board Meeting



**Thursday, May 23, 2013
1:30 p.m.**

ATEC
Hardin Community Room

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

Spring 2013 Campus Events

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

| June | | | | | | |
|------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | |

| May | 23 | BBCC Board of Trustees' Meeting, Hardin Community Room, 1:30 p.m. |
|-------------|----|---|
| | 23 | Summer & Fall Registration Open for Current Students |
| | 27 | Memorial Day, Campus Closed |
| | 29 | ASB Spring Fling Awards BBQ, ATEC Courtyard, 4:00 p.m. (\$5.00) |
| June | 10 | ASB Family Night @ Surf n Slide Water Park w/BBCC ID, 6:00 p.m. |
| | 11 | Instruction Ends |
| | 11 | ASB Free Pool, 1400 Game Room, 7:30-4:30 p.m. |
| | 11 | Library Campout, 8:00 p.m. |
| | 12 | Final Exams, Book Store Buyback |
| | 13 | Final Exams, Book Store Buyback |
| | 14 | Commencement Celebration, Masto Conference Ctr, 1:00 p.m. |
| | 14 | BBCC Board Meeting, Hardin Community Room, 3:00 p.m. |
| | 14 | BBCC Commencement, Lion's Field, 7:00 p.m. |



7th Annual Educate @ Big Bend Latino Education Fair



COMMUNITY COLLEGE DISTRICT NO. 18
BIG BEND COMMUNITY COLLEGE

7662 Chanute Street
Moses Lake, Washington 98837
Regular Board Meeting Agenda
Thursday, May 23, 2013, 1:30 p.m.
ATEC- Hardin Community Room

Governing Board Members:

Mike Blakely
Chair

Jon Lane
Vice Chair

Anna Franz

Stephen McFadden

Miguel Villarreal, Ed.D.

Terry Leas, Ph.D.
President

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

Innovation/Partnerships
Access

Student Achievement
College Climate
Resources

Action

- | | |
|-----|--|
| A | 1. Call to Order/Roll Call Pledge of Allegiance – Representative from the Navy |
| I | 2. Introductions – Phi Theta Kappa, Students Supporting Students, 2013-14 ASB Officers |
| I/A | 3. Consent Agenda <ul style="list-style-type: none"> a. Regular Meeting Minutes April 4, 2013 (A) b. President's Activity Update (I) c. Student Success (I) <ul style="list-style-type: none"> Student Achievement Initiative Academic Master Plan d. Accreditation Update (I) e. Assessment Update (I) f. Capital Project Report (I) g. Safety & Security Update (I) h. Human Resources Report (I) i. Enrollment Report (I) j. Quarterly Budget Update (I) k. Legislative Update (I) |
| I | 4. Remarks (Public comment to the Board regarding any item on the agenda may be made at the time of its presentation to the Board according to the conditions set in Board Policy 1001.3.E) <ul style="list-style-type: none"> a. ASB Representative – ASB VP Shanelle Hemmert b. Classified Staff Representative – Tana Richins c. Faculty Association President – Mike O'Konek, d. VP Financial & Admin Services – Gail Hamburg e. VP Instruction/Student Services – Bob Mohrbacher f. VP Human Resources & Labor – Kim Garza g. Executive Director BBCC Foundation – LeAnne Parton |
| A | 5. Program Monitoring Report – Dean Valerie Kirkwood -----BREAK----- |
| A | Executive Session |
| A | 6. Exceptional Faculty Awards – VP Mohrbacher |
| A | 7. Mission, Vision, Values Update – VP Bob Mohrbacher |
| A | 8. Emeritus Awards – President Leas |
| I/A | 9. President's Evaluation Process – Board |
| I/A | 10. Board Officer Elections – Board |
| I/A | 11. ACCT Nominations - Board |
| A | 12. Assessment of Board Activity – Board |
| I/A | 13. Regularly Scheduled Board Meeting – Board |
| I | 14. Miscellaneous – President Leas |
| A | 15. Adjournment |
| I | |

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 14, 2013, 3:00 p.m.

.If you are a person with a disability and require an accommodation while attending the meeting, please contact the President's Office at 793-2001 (or TDD 762-6335) as soon as possible to allow sufficient time to make arrangements.

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3: CONSENT AGENDA (for action)

- a. Regular Meeting Minutes April 4, 2013

BACKGROUND:

The minutes of the Regular Meeting Minutes April 4, 2013, are included for approval.

Prepared by the President's Office.

RECOMMENDATIONS:

President Leas recommends the Board of Trustees approve the minutes.

THE OFFICIAL MINUTES

The Big Bend Community College Board of Trustees held a Regular Board Meeting Thursday, April 4, 2013, at 1:30 p.m. in the ATEC Hardin Community room in Building 1800 on the Big Bend Community College campus.

1. Call to Order

Present: Mike Blakely
 Anna Franz
 Jon Lane
 Stephen McFadden
 Mike Villarreal

Board Chair Mike Blakely introduced Sgt. Morris from the 1161st Transportation Division of the National Guard to lead the flag salute. After leading the flag salute, Sgt. Morris reported that he focuses on the college for recruiting for the National Guard. National Guard members protect the community and the state, and they receive funding for tuition. Members of the National Guard never have to pay out-of-state tuition. He also focuses on the Columbia Basin Job Corps and provides incentive funds to those students who are part of the National Guard. The National Guard also helps students and community members with job placement.

2. Introductions

Baseball Coach Pete Doumit introduced the two assistant coaches; Mike Price and Jameson Lang (2005-07 player). The sophomore players introduced themselves: Cody Johns is working toward a transfer degree to pursue forestry management and is from Naches; Chris Walker is working toward a transfer AA to go into pre-med, and he is also from Naches; Tyler Shaffer is from Athol, ID; he is working toward a transfer degree to pursue communications, and he is part of the Red V Society; Jared Stearns is working toward a transfer degree and pursuing dermatology; he is also part of the Red V Society and from John Day, OR; Cody Vandever is working on his transfer degree to pursue pre-med, and he is from Rathdrum, ID.

Coach Doumit explained the Red V Society. The team members vote on the players that exhibit the Red V qualities: leadership, educational scholarship, and service. The coaches approve the choices. This is based on the Red Shirts of the Sioux Indians. They represent a council of young men who serve as protectors of the team. Coach Doumit reported the season is going okay with one out of five wins in league play, and there are 24 games left. Trustee Mike Blakely complimented the coach for his coaching style.

Movimiento Estudiantil Chicano de Aztlán (MEChA) Advisor Rafael Villalobos was a member of MEChA as a student. He introduced the MEChA students.

Cynthia Villalobos is in pre-nursing classes and a former part-time Opportunity Center employee. She was in MEChA in high school. Cynthia said MEChA was founded in 1960 to bring awareness to the Latin communities for the high school and college students.

Jose "Tony" Villafana is in pre-dentistry classes. He is a MEChA officer and TRiO-SSS participant. Tony reported MEChA membership opportunities for networking and building leadership skills. He said the club is open to all students, not just Latino students. Miraclejoy Curtis is working on her direct transfer AA. She is a Student Success Center employee, mentor and currently the only African American member. Miraclejoy said as a non-Latino student, she feels very welcome. The club stands for unity, and they have fundraisers and attend conferences.

Jessica Esparza is in pre-nursing classes and is a Liberal Education and America's Promise (LEAP) participant. She pursued scholarship opportunities and received a \$5,000 LEAP scholarship.

Blanca Quintero is in pre-nursing classes and also a LEAP participant. She recently attended the LEAP Conference and spoke to a legislator about students' financial needs.

Advisor Villalobos said there are 24 active MEChA members, and they hold meetings Thursdays at 2:00 p.m.

All-WA Academic Team member Jordan Brzezny shared that two students are chosen as All-WA Academic Team members based on academics and community service from each community college annually. They attend a celebration and receive a \$500 scholarship along with opportunities for other scholarships. Associate VP Candy Lacher shared that Jordan has led Supplemental Instruction (SI) sessions in chemistry and high level math, and he has been very appreciated for helping students increase their success rates. He will be attending Stanford University in the fall. The other BBCC All-WA Academic Team member, Cynthia Beatty, was not available to attend the meeting. She has completed her AA degree and transferred to WWU to pursue a degree in psychology.

Japanese Agricultural Training Program (JATP) Director Sandy Cheek reported that 63 Japanese Agriculture Trainees arrived at BBCC March 22. She thanked the trustees who attended the welcoming ceremony. JATP is a work and training education program in the US. It is meant to improve agriculture in Japan, and now it also promotes greater understanding between Japan and the US. Trainees are assigned to farms across the nation after nine weeks at BBCC. The program started in 1966, and it is jointly sponsored by Japanese Agricultural Exchange Council (JAEC) and the BBCC Foundation.

Ten JATP group leaders are selected and one leaders' leader is selected as the overall guide. The leaders are chosen for maturity, leadership, and language skills. They are the communication conduit for their fellow trainees. Hideo Tomitaka is the leaders' leader for this class. Other JATP students who attended the meeting included: Tatsuke Fukuchi, Akito Inamine, Aika Yanagawa, Toshiya Masuda and Hosana Okamoto. The students study farming, viniculture, and distribution.

Director Cheek encouraged everyone to invite the JATP students to home visits to enjoy a BBQ, church, or other family activities. Trustee Mike Blakely stated he is very proud of the students.

3. **Consent Agenda**

a) Approval of Study Session and Regular Board meeting minutes on February 28, 2013, (A); b) President's Activity Update (I); c) Student Success Update (I); d) Accreditation Update (I); e) Assessment Update (I); f) Capital Project Report (I); g) Safety & Security Update (I); h) Human Resources Report (I); i) Enrollment Report (I); j) Legislative Update (I).

Motion 13-08 Trustee Stephen McFadden moved to approve the minutes of the February 28, 2013, Board meeting. Trustee Jon Lane seconded, and the motion passed.

Motion 13-09 Trustee Anna Franz moved to approve the consent agenda. Trustee Mike Villarreal seconded, and the motion passed.

- a. ASB President Jazlyn Nielsen provided the ASB report. The 2013-14 ASB Officers have been chosen: Mitchell Darlington, President; Trevor Johnson, Vice-President; Bryce Perez, Secretary; Bobby Jackson, Treasurer; Shanelle Hemmert, Programming Director; and McKall Miller will be the Public Relations Officer.

There was an ASB-sponsored pool tournament yesterday. The ASB lunchfest is Tuesday, April 9. There will be all-you-can-eat pizza along with a magician/mind reader.

The Nursing Club reported that the National Student Nursing Association (NSNA) raffle is drawing to a close with at least 30 gift baskets being formed from dozens of items donated from the Northwest! The drawing will be April 9 or 10 depending on schedules.

The Triathlon Club reported that they traveled north of the border to participate in the University of British Columbia's season opening triathlon. Their local pool training paid off as Rod Richeson posted the fastest swim time in his division.

Both Big Bend triathletes placed well, Michael McDonnell in 4th place, and Richeson in 5th place, in their respective divisions. This event was McDonnell's first short course competition.

Student Support Services reported they will be sending four students to the 23rd Annual Student of Color Conference April 11-13 in Yakima. Students will be exposed to a diverse population where they will have a chance to learn about other cultures, race, religions, genders, and disabilities.

They will hear great keynote speakers such as Dr. Darryl Brice from Highline Community College, Dr. Taupouri Tangaro from University of Hawaii, and Rinku Sen who is the President and Executive Director of the Applied Research Center and publisher of Colorlines.com.

March 2-3, three Rho Zeta members and advisor Barbara Whitney attended the regional spring conference at Tacoma Community College. Rho Zeta was recognized as a 5-star chapter, and member Nate Ulmer earned first place in the DiBraun Visual Arts category. They also completed Honors in Action, and earned third place in the essay hallmark. Advisor Barb Whitney earned first place as a Continued Excellence Advisor, and Rho Zeta was elected to host the summer Phi Theta Kappa regional conference the first weekend in August at BBCC. March 22, members of Rho Zeta took pop can tabs to the Ronald McDonald house in Spokane. April 3-7, two Rho Zeta members and advisor Barbara Whitney attended the Phi Theta Kappa International Conference in San Jose, CA.

March 21, BBCC students Jordan Brzezny and Cynthia Beatty were awarded medallions at the All-Washington Academic Team ceremony at Olympia, WA.

- b. Classified Staff Representative Tana Richins shared her report. February 4-5, Gale Haley participated in online training for CANVAS. Margie Lane attended a BBCC Planning Session on February 8 in the ATEC building. February 21 Cheryl Brischle participated in a Council for Opportunity in Education webinar specifically for Trio & Student Support Services regarding information for submitting the 2011-2012 Annual Performance Report.

February 21, and 28, Jonie Walker received Financial Aid Training on campus. February 27, Angel Uresti participated in Pesticide Pre-Licensing Classes and testing at BBCC. He joined Randy Fish and Jim Tincher February 28 for pesticide license recertification.

Howard Temple received an Inspection Authorization Refresher Training March 9 in Spokane. March 20, Jessica Aloysius attended a Federal Grant Requirements and Management training at the Grant County Public Works Building in Ephrata. Starr Bernhardt attended the Washington State Research and Planning Commission Winter Conference at Wenatchee Valley College March 27 – 29.

Libby Sullivan participated in a self-guided CANVAS class during the month of March and attended the CANVAS User Conference in Tacoma March 28 - 29.

March 7, the Classified Staff held a potluck salad bar fundraiser in the 1400 bldg. conference room. Donations totaled \$178, and there were several requests to do this again. The next fundraiser, a spring accessories sale, will be held Wednesday, April 10. Once-worn or slightly used accessories such as belts, scarves, purses, and jewelry and used books will be sold. There are donation boxes around campus, all are invited to donate and purchase accessories.

Board Chair Mike Blakely commended the group for pursuing training opportunities.

- c. Faculty Staff Association President Mike O'Konek shared news from the faculty. English Instructor Matt Sullivan and Library and Archives Paraprofessional Libby Sullivan are participating in World Book Night again this year. This is a program sponsored by the publishing industry and the goal is to give away free, new books to a million people around the world April 23. The books will be delivered to the Big Bend library and then April 23, 40 novels will be given to random students to encourage reading on campus. Instructor Sullivan also won first place in the Write-On-The-River writing competition with his short story "Lost and Found." He will receive a \$300 award at a ceremony at the writer's conference in Wenatchee in May.

AMT Instructor Dan Moore reported that he, President Terry Leas, Dean Clyde Rasmussen, Chief Pilot John Swedburg, PIO Doug Sly, and AMT Instructors Dan Moore and Erik Borg met Governor Inslee just before the ATS ribbon-cutting ceremony March 29. They talked about 20 minutes about BBCC's AMT program and how BBCC feeds the workforce with skilled airplane mechanics. They also discussed Instructor Moore's work with the FAA to get performance-based curricula approved and move away from the old "seat time" method of evaluating student outcomes. This project has national implications for FAA-approved training.

The Governor asked how BBCC's AMT model could be "cloned" for the rest of the state. BBCC has been working with the AJAC (Aerospace Joint Apprentice Committee), FAA, and the other four AMT programs in the state for the past two years to do just that. Governor Inslee asked about sustaining the program after the grant expires. The new aerospace composite program BBCC is currently developing and a new grant being pursued would help. Governor Inslee commented that the education budget he is proposing should help.

President Leas reported the Governor was impressed with BBCC. During the Governor's comments at the ATS grand opening, he acknowledged the BBCC students and graduates working for ATS. Terry has followed up with the Governor's liaison in Spokane.

Welding Instructor Shawn McDaniel received grant funding for an orbital tube welder. He is certified as an orbital tube welder instructor and hoping to add this technology to the program's class offering soon.

Instructor McDaniel and student volunteers fabricated a table for the CNC plasma cutter he received as a result of another grant.

This technology will assist in offering new, higher level classes for the students, and will allow BBCC to train students for technology jobs in the welding trades and support the employers in the area.

In March the BBCC Counseling Center participated in five days of the Washington Council for High School-College Relations College Planning Days for high school students. One planning day was at BBCC; the others were at WSU Tri-Cities, Wenatchee Valley College, Yakima Valley College, and Spokane Community College. BBCC counselors attended them all, spreading the word about opportunities at BBCC.

March 1, the BBCC professional/technical programs hosted a career day for high school students around the service district. Three groups of 25 students each visited automotive. A total of 325 students were on campus for the event. Automotive faculty attended training in Seattle regarding new technology being used in vehicles. March 15, 200 high school students attended the FFA Ag Mechanic contest that was held on campus. Trustee Mike Blakely complimented Instructor Mike O'Konek for hosting the competition, which opens BBCC doors to potential students.

- d. Director of the Business Office Char Rios provided VP Gail Hamburg's oral report. Improved external lighting will be installed. VP Hamburg will work with instruction to schedule the lighting switchover. The steps at building 1500 will be redone with new concrete, and new asphalt will be laid around the gym. There will also be new roofs installed on buildings 1400 and 1500.

Spring quarter started April 1, and students are using the Student Success Center and STEM Center. Grand openings for the centers will be Friday, May 3, beginning at 1:00 p.m.

- e. Associate VP Candy Lacher provided VP Bob Mohrbacher's oral report. She shared the updated winter quarter enrollment report, which was not available at the time the agenda was printed. AVP Lacher stated enrollment headcount numbers are very close to last year. This is the first time the full-time headcount percentage has dropped. FTE's are down 36 for winter. The two-year rolling FTE, as of the first day of spring quarter, is at 100% funding level.

Trustee Stephen McFadden noted a steady three-year decline in the total headcount, resulting in 400 fewer students in winter 2013.

Candy said in 2010, we still had CBIS and more classes were offered for industries that were not necessarily for credit. Part of this drop could also be attributed to the recent tuition increases and ABE/ESL reductions due to budget cuts. There is concern about this drop, and staff are working to raise the number. Trustee McFadden asked that an analysis of this decline be presented at the next meeting. Could part of the decline be due to budget cuts that have reduced message delivery to the service district?

AVP Lacher announced Allison Baker was hired as the BBCC volleyball coach. She graduated from Othello High School and then the University of Idaho where she was on the NCAA First Team for three years. She was also invited to play on the USA "Bring It" Team in China. Allison's spouse played basketball for BBCC.

The new statewide computer program, ctcLink, is being rolled out to campuses in waves. BBCC is part of wave 2, and our "go-live" date is February 2016. This effort will modernize the current archaic system and bring efficiencies to the community college campuses.

- f. VP Kim Garza reported Human Resources is busy with seven active screening committees. Faculty members and deans are screening qualified candidate pools.

A training on personal accountability, Question Behind the Question (QBQ!) will be offered campus-wide April 30. The training is based on the book with the same title by John Miller. This is a good opportunity to hear an outstanding nationally known speaker. VP Garza is also working with Brian Willet from the state auditor's office regarding training in LEAN principles. This is the first time this service is being offered to higher education in WA state, and there is no fee for Mr. Willet's consultation. VP Garza met with staff this week, and the group will continue to plan next steps.

Executive Director of the Foundation LeAnne Parton reported The Paul Hirai Fine Arts building dedication was a lovely event for Mr. and Mrs. Paul Hirai. The Foundation was thrilled to be part of the event.

The deadline for submitting BBCC Foundation scholarships was March 15. The feedback from counselors and students has been positive with regard to one application for students instead of four. There were 283 completed applications this year compared to 241 last year, which is an increase of 42 or 17%. President Leas shared that streamlining the multiple applications into one document is a good example of LEAN efficiencies.

The Foundation will fund improvements to the Opportunity Center. Asbestos tiles will be removed from the main building; carpet will be replaced, and the interior walls will be painted.

The Foundation received the annuity from the Ginny Sorensen estate. That gift and others will fund the STEM endowment at \$40,722 and Title V at \$16,538, amounts that will be matched by the federal government.

The Cellarbration! for Education gourmet dinner and auction is just around the corner, May 18. Ms. Parton encouraged everyone to attend this fundraising event.

The Moses Lake Clinic just exceeded the \$100,000 bronze-level donation. A bronze will be commissioned recognizing their contribution.

Trustee Jon Lane stated the Hirai Dedication celebration was great. He also commented that the Moses Lake Clinic donation is a good example of “public institutions being privately financed” as mentioned at the ACCT Conference.

Trustee Mike Blakely reported that he talked to the CEO of ATS during their grand opening. The CEO said he is pleased with the BBCC students he has hired, and ATS will need another 80 students next year.

Board Chair Mike Blakely stated public comments would be taken. There were no public comments.

Trustee Blakely reported PIO Doug Sly is doing a great job sharing information. The 20th Annual Job & Career Fair is scheduled on April 18, and there are 65 exhibitors registered, and 1,200 attendees expected.

5. **Mission, Vision, Values**

Dean Valerie Kirkwood shared information about the Mission, Vision, and Values project in VP Mohrbacher’s absence. Community members and employees met during the stakeholder meeting February 8 and provided feedback on the Mission, Vision and Values. A smaller group of employees reviewed all of the comments and distilled them into draft statements for presentation to the Board.

DRAFT Mission Statement: *Big Bend Community College promotes lifelong learning through a commitment to student success, educational excellence, and community engagement.*

DRAFT Vision Statement: *Big Bend Community College: Creating a dynamic educational environment for our diverse communities.*

DRAFT Values:

Excellence

Innovation

Commitment to quality

Inclusion

Diversity

Access

High standards
Continuous Improvement

Opportunity
Equity

Student Success

Academic achievement
Empowerment
Lifelong learning
Service to students

Community Engagement

Collaboration
Outreach
Partnerships
Improving quality of life

Integrity and Stewardship

Accountability
Sustainability
Ethics and honesty
Resource management

Feedback from all is welcome through the feedback@bigbend.edu. The next internal BBCC meeting will be held April 12. The group will finalize the information to present to the Board for approval at the next meeting.

President Leas said this effort is fundamental, and Trustee feedback is very important. Trustee Stephen McFadden suggested using the word “delivering” instead of “creating” in the Vision Statement. The next step is to revise the core themes and meet the accreditation report timeline. Trustee Jon Lane shared the importance of promoting environmentally friendly resource management. Trustee Mike Blakely agreed and commented the SBCTC said there will be 20,000 jobs created in that area in the next five years.

8. Miscellaneous

President Leas reported attending the ACCT Governance Leadership Institute (GLI) with Trustees Blakely, Lane, and McFadden was really valuable. The group learned a lot. It was very affirming to visit with other presidents and trustees. Some boards work with lots of dysfunction. Conversations reinforced that BBCC is a good college with good leadership, faculty and staff who work well, and are commonly focused on students succeeding.

AMT and Aviation Flight faculty members Dan Moore, Erik Borg, and John Swedburg provided good information to the Governor March 29 just prior to the ATS Grand Opening. President Leas is following up on the visit.

President Leas said the Paul Hirai Fine Arts Dedication went very well. M&O did a great job preparing for the event. The Hirai family was very pleased.

During the ACCT GLI, the group learned about benchmarking and identifying indicators of success to measure how well a college is serving students. President Leas suggested scheduling a study session before the next meeting to discuss indicators of success.

There are lots of questions board members can ask to assist with policy-making decisions. It is helpful to have input from the board to guide Valerie and staff on measuring what is happening at BBCC and how students are progressing. Valerie has the indicators, and they are being included in the monitoring reports.

Trustee Stephen McFadden shared examples of questions, e.g., of the students enrolled in fall of 2012, what percent earned no credit that fall? What percentage of first-time enrollees required some form of remediation? Answers to these kinds of questions will help Trustees focus in the right direction. Trustee McFadden agreed that a study session would be a great exercise. Trustee Mike Blakely also agreed.

President Leas announced the commencement ceremony (June 14) will be moved to Lion's Field, near Frontier Middle School in Moses Lake, this year. There will also be a campus-wide celebration and a Board meeting on that date. Staff are working on the arrangements.

The Student Success Center and STEM Grand Openings are set for Friday, May 3, beginning at 1:00 p.m.

6. Assessment of Board Activity

Trustee Anna Franz reported she was confirmed as a Trustee by the Senate. She also attended the JATP dinner and ceremony.

Trustee Mike Villarreal reported he attended a BBCC play-off basketball game in the Tri-Cities. He visited with the assistant coach and players after the game at a restaurant and was very impressed with their attitudes after losing a tough basketball game. He said they were very polite and respectful, and they represented BBCC well.

Trustee Villarreal will be attending an AVID in Higher Education session on the WSU Tri-Cities campus next week with President Leas and VP Mohrbacher. He attended the JATP welcoming ceremony and dinner. Trustee Villarreal reported he attended his confirmation hearing before the Senate March 28. He also attended the ATS grand opening March 29. Trustee Villarreal commented the BBCC presence at the event was evident, and it was good to see the BBCC influence. The ATS CFO talked about training; BBCC should be aligned with their needs.

Trustee Stephen McFadden reported he attended the ACCT Governance Leadership Institute. He noted that BBCC scored high on the Board self-assessment and many other boards attending the conference scored very low. BBCC is functional, and there are great relationships between administration, faculty, staff, and trustees. Trustee McFadden stated image building is important. The Austin, Texas campus system has a \$250,000 marketing budget. They have produced TV commercials.

He suggested BBCC produce a commercial on a smaller scale. Campus emergency plans were highlighted at the conference. This is an important topic, and BBCC has advanced in this area. Presenters talked about active shooters on college campuses. BBCC needs to remain aware of this issue. There are on-going national discussions about guns on campus.

Trustee McFadden stated there were interesting conversations regarding the role of news media. He shared the importance of nurturing relationships with media in advance of the difficult moments.

Trustee Jon Lane echoed Trustee McFadden's comments about the ACCT conference. He said it was a great opportunity to network with presidents and trustees from around the country and internationally. He commented BBCC Trustees are fortunate to work so well together. Trustee Lane toured Sonico with President Leas and VP Mohrbacher. He also attended the ATS grand opening and saw good partnership potential. Trustee Lane attended the JATP welcome ceremony and dinner. He also attended the Grant County EDC meeting, and the local economy is steady and slowly improving. He enjoyed the Paul Hirai dedication celebrating their support of fine arts and BBCC. Trustee Lane also attended a few BBCC baseball games.

Trustee Mike Blakely reported that he attended a BBCC baseball game. He also attended the JATP welcoming ceremony and dinner. He also noticed a few of the trainees visiting the sheep shearing school. Trustee Blakely wrote recommendations for six local students and two BBCC students. He also attended the ATS grand opening and he talked with Representative Judy Warnick and thanked her for her vote supporting the Dream Act. Trustee Blakely assisted with organizing the Paul Hirai Fine Arts Building Dedication and arranged for the color guard presentation.

Board Chair Blakely shared a document from the ACCT conference regarding Trustee roles and responsibilities. He asked each trustee to complete the form on themselves and on him as the Board Chair.

Trustee Mike Blakely asked the trustees about their preference scheduling study sessions. Trustee Stephen McFadden commented study sessions that are scheduled in conjunction with regular meetings are effective for him. He would like to talk about upcoming activities to ensure the Board is represented by at least one Trustee at all activities.

7. Next Regularly Scheduled Board Meeting

The next meeting is currently scheduled on May 16. This date conflicts with the Spring TACTC Conference. This meeting could be moved to May 23. The Trustees agreed to reschedule the May 16 meeting to May 23 at 1:30 p.m.

Board Chair Mike Blakely shared information about entering a presentation proposal for the ACCT Conference in Seattle in October. The Board agreed with the presentation proposal describing BBCC's presidential search. Former Trustee Mike Wren and former VP of HR Holly Moos may also be asked to attend the conference to share their perspectives as they were important in the search process. Trustee McFadden is not available to attend the conference in October. The other trustees are available.

The meeting adjourned at 3:30 p.m.

Mike Blakely, Chair

ATTEST:

Terrence Leas, Secretary

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3 CONSENT AGENDA (for information)

b. President's Activity Update

BACKGROUND:

Highlights of President Leas' activities from March 22, 2013 through May 10, 2013.

Prepared by the President's Office.

RECOMMENDATION:

None

President's Activity Log Highlights

| Date | Activity | Purpose of meeting | Location | Comments |
|---------|--|--|--------------------|----------|
| 3/25/13 | Accreditation Response Mtg | Guidance | BBCC | |
| | Meet with JAEC Staff | Tour & Networking | BBCC | |
| | JATP Welcoming Ceremony & Dinner | Welcoming & Networking | BBCC | |
| 3/26/13 | Negotiation Preparations | Guidance | BBCC | |
| | JAEC 50 th Anniversary Mtg | Planning Event | BBCC | |
| 3/27/13 | Meeting with VPs Mohrbacher, Garza, Hamburg | Information Sharing & Coordination | BBCC | |
| | Community Screening Committee | Community Support | Ephrata | |
| 3/28/13 | Dr. Miguel Villarreal's Confirmation Hearing | Trustee Support | Olympia | |
| 3/29/13 | Paul Hirai Dedication Meeting | Planning | BBCC | |
| | Aviation Staff Mtg | Prep for visit with Governor Inslee | BBCC | |
| | Meet Governor Inslee | BBCC Support | Port of Moses Lake | |
| | Aviation Technical Services (ATS) Grand Opening | Networking | ATS Building | |
| | Meet with Senator Maria Cantwell's Central WA Representative David Reeploeg | BBCC Support & Tour | BBCC | |
| | Grant County EDC Banquet | Networking | BBCC | |
| 3/30/13 | BBCC Baseball Game | Throwing First Pitch | BBCC | |
| 4/1/13 | STEM & SSC Grand Opening Meeting | Planning | BBCC | |
| | Paul Hirai Fine Arts Dedication | Celebration | BBCC | |
| 4/2/13 | CWU President Gaudino | Aviation | CWU | |

President's Activity Log Highlights

| Date | Activity | Purpose of meeting | Location | Comments |
|---------|---|---------------------------------------|--------------------|-------------------------|
| 4/2/13 | Negotiation Preparations | Guidance | BBCC | |
| | LEAN Discussions | Efficiencies | BBCC | |
| 4/3/13 | Meeting with VPs Mohrbacher, Garza, Hamburg | Information Sharing & Coordination | BBCC | |
| | Opportunity Discussion | Partnership | Port of Moses Lake | |
| | Executive Council Meeting | Coordination | BBCC | |
| | Foundation Executive Director LeAnne Parton | Collaboration | BBCC | |
| 4/4/13 | Board Trustees Meeting | College Guidance | BBCC | |
| 4/5/13 | Webmaster Discussion | Marketing | BBCC | |
| | GED Graduation Meeting | Planning | BBCC | |
| | WACTC Legislative Update | Information Sharing | Conference Call | |
| 4/8/13 | Community College Benchmarking Project | Planning | BBCC | |
| | Commencement Planning | Safety & Security Planning | BBCC | |
| | SSC & STEM Meeting | Open House Planning | BBCC | |
| 4/9/13 | Aviation Report Review | Collaboration | BBCC | |
| | Meeting with VPs Mohrbacher, Garza, Hamburg | Information Sharing & Coordination | BBCC | |
| | Negotiation Preparation | Collaboration | BBCC | |
| | Commencement Planning | Celebration Planning | BBCC | |
| 4/10/13 | Met Employment Applicants | Welcome & Assessment | BBCC | |
| 4/11/13 | AVID in Higher Education | College Growth | WSU Tri-Cities | Trustee Mike Villarreal |
| 4/12/13 | STEM Meeting | Guidance | BBCC | |
| | BBCC Foundation Mtg | Cellarbration! Planning | BBCC | |
| | Bill Perdue, Sonico | Information Sharing | BBCC | |
| | WACTC Legislative Update | Information Sharing | Conference Call | |
| | Columbia Basin Allied Arts Soiree | Community Support | BBCC | |
| 4/15/13 | Indicators of Success | Data Planning | BBCC | |

President's Activity Log Highlights

| Date | Activity | Purpose of meeting | Location | Comments |
|---------|---|------------------------------------|------------------|--------------------------|
| | WA Campus Compact AmeriCorps | Information Sharing | BBCC | |
| | Grant County HR | Training Opportunity | BBCC | |
| 4/16/13 | Meeting with VPs Mohrbacher, Garza, Hamburg | Information Sharing & Coordination | BBCC | |
| | Negotiation Preparation | Collaboration & Planning | BBCC | |
| | Opportunity Center Tour | Facilities Planning | BBCC | |
| | BBCC Foundation Board Dinner & Meeting | College Support | BBCC | |
| 4/17/13 | MLSD Supt Michelle Price | K-12 Partner | Moses Lake | |
| | Met Employment Applicant | HR | BBCC | |
| | Foundation Executive Director LeAnne Parton | Collaboration & Planning | BBCC | |
| 4/18/13 | JAEC 50 th Anniversary Meeting | Planning | BBCC | |
| 4/19/13 | Capital Training Meeting | Professional Development | Yakima Valley CC | Trustee Stephen McFadden |
| 4/22/13 | Port of Moses Lake | Community Support | Port Office | |
| | Grand Opening Meeting | Planning | BBCC | |
| | Editorial Board prep | College Support | BBCC | |
| 4/23/13 | Port of Moses Lake | Larson Scholarship | Port Office | |
| | Executive Assistants Lunch | Celebration | Moses Lake | |
| | Phi Theta Kappa Induction Ceremony | Celebration & Welcome | | |
| | TRiO Upward Bound Induction | Celebration & Welcome | BBCC | |
| 4/24/13 | Journalist Enrique Cerna | College Support | BBCC | |
| | TRiO Celebration | Program Support | BBCC | |
| | Columbia Basin Herald Editorial Board | Information Sharing | Moses Lake | |
| | Commencement Meeting | Planning | BBCC | |

President's Activity Log Highlights

| Date | Activity | Purpose of meeting | Location | Comments |
|---------|---|------------------------------------|----------------------------|---|
| 4/25-26 | WACTC Meetings | System Support | Cascadia Community College | |
| 4/29/13 | Budget Meeting | Planning | BBCC | |
| | Pacific NW Unmanned Aircraft Systems Flight Ctr | Planning | BBCC | |
| | Exceptional Faculty Award Guidelines | Information Sharing | BBCC | |
| 4/30/13 | IR Dean Valerie Kirkwood | Goal Setting | BBCC | |
| | Negotiation Meeting | Preparation | BBCC | |
| | Phi Theta Kappa Advisor Barbara Whitney | Club Support | BBCC | |
| | Campus-Wide QBQ! Training | Professional Development | BBCC | |
| 5/1/13 | Meeting with VPs Mohrbacher, Garza, Hamburg | Information Sharing & Coordination | BBCC | |
| | Foundation Executive Director LeAnne Parton | Collaboration & Planning | BBCC | |
| | Othello Learning Center Mtg | Planning | BBCC | |
| | Welding Students | Community Service Project | BBCC | |
| 5/2/13 | Welcome Statewide Human Resource Staff | Networking & Welcoming | BBCC | |
| | ECEAP Meeting | Planning | BBCC | |
| | Alumni Discussion | Planning | BBCC | |
| | Grand Openings | Planning | BBCC | |
| | Hot Rod Garage | Community Networking | BBCC | |
| 5/3/13 | Cabinet Meeting | Collaboration & Planning | BBCC | |
| | SSC & STEM Grand Openings | Celebration | BBCC | Anna Franz, Mike Blakely, Miguel Villarreal |
| 5/6/13 | Grant Budget & Application | Collaboration & Planning | BBCC | |
| | Met two Employment | | | |

President's Activity Log Highlights

| Date | Activity | Purpose of meeting | Location | Comments |
|--------|--|----------------------------------|------------|--------------|
| | Candidates | Welcome & Assessment | BBCC | |
| 5/7/13 | Graduation Incident Action Meeting | Planning | BBCC | |
| | Lunch with Employee Leaving the Area | Informal Exit Interview | Moses Lake | |
| | Negotiation Meeting | Preparation & Planning | BBCC | |
| | JAEC 50 th Anniversary Mtg | Planning | BBCC | |
| 5/8/13 | 7 th Annual Community Partnership Against Substance Abuse Awareness Day | Professional Development | BBCC | |
| | Education Advisory Board Lunch Meeting | College Support | BBCC | |
| | Met two Employment Candidates | Welcome & Assessment | BBCC | |
| | Emeritus Process Meeting | College Process | BBCC | |
| 5/9/13 | DOL Air WA Grant Meeting | Information Sharing | BBCC | |
| | Met with Board Chair | Board Agenda | BBCC | Mike Blakely |
| | WA Aerospace Overview with Mary Kaye Bredeson | Information Sharing & Networking | BBCC | |
| | Commencement Celebration Meeting | Planning | BBCC | |

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3: CONSENT AGENDA (for information)

- c. Student Success Initiatives Update
 - 1. Student Achievement Initiative
 - 2. Academic Master Plan

Student Achievement

The Washington State Board for Community & Technical Colleges publishes data annually to track the employment rates of graduates from CTC professional/technical programs. See below for an explanation of the data and a chart giving employment data for BBCC programs over the past three years.

As you can see from the chart below, employment rates for BBCC graduates are consistently higher than the state average; in fact, for 2010-11 (the most recent year for which data are available) BBCC had the highest estimated employment rate in the state.

At BBCC, we assume that consistently high employment rates for graduates means that our programs are well-targeted to meet the needs of employers and that our faculty are doing a great job of preparing students for the workplace and helping them connect with potential job opportunities in their fields.

Estimated Employment Explanation

The Estimated Employment Rate is derived from the Washington State Board for Community and Technical Colleges (SBCTC) data matched with unemployment insurance earnings from Washington, Oregon, Idaho, Montana, and Alaska. The estimated rate includes students who were employed and those estimated to be employed beyond the five-state region and/or self-employed. The total column on the following page indicates the number of students who provided a social security number to BBCC, earned a certificate or degree, were no longer enrolled at BBCC, and did not transfer to another college. The data is gathered in the third quarter after a student leaves college when employers report earnings to Unemployment Insurance (UI).

Data for the 2010-11 year was received in January 2013.

Prepared by VP Instruction & Student Services Bob Mohrbacher and Dean of Institutional Research Valerie Kirkwood.

RECOMMENDATION:

None

Big Bend Community College Estimated Employment Rates*

| Program | 2008-09 | | 2009-10 | | 2010-11 | |
|---|---------|------|---------|------|---------|-------|
| | Total | Rate | Total | Rate | Total | Rate |
| Accounting | 7 | 100% | 7 | 94% | 11 | 80% |
| Agricultural Prod Operator | 2 | 0% | 3 | 100% | 0 | 0% |
| Associate Degree of Nursing | 22 | 100% | 17 | 97% | 20 | 91% |
| Automotive Technology | 5 | 88% | 7 | 94% | 17 | 71% |
| Aviation (Commercial Pilot) | 15 | 60% | 13 | 42% | 16 | 69% |
| Aviation Maintenance Technology | 11 | 67% | 7 | 63% | 11 | 50% |
| Business - General | 1 | 100% | 0 | 0% | 2 | 55% |
| Childcare Provider/Assistant | 2 | 55% | 1 | 100% | 0 | 0% |
| Commercial Driver's License | 45 | 83% | 50 | 81% | 28 | 96% |
| Computer Program, Product | 0 | 0% | 1 | 100% | 0 | 0% |
| Computer Programming | 12 | 79% | 12 | 64% | 4 | 100% |
| Early Childhood Education & Teaching | 0 | 0% | 7 | 94% | 6 | 92% |
| Industrial Electrical Technology | 8 | 80% | 12 | 83% | 21 | 89% |
| Maintenance Mechanics | 3 | 100% | 14 | 86% | 12 | 92% |
| Medical Office Management | 7 | 45% | 12 | 83% | 8 | 100% |
| Medical Receptionist | 0 | 0% | 1 | 100% | 0 | 0% |
| Medical/Clinical Assistant | 23 | 81% | 19 | 81% | 17 | 91% |
| Microcomputer Specialist | 6 | 74% | 5 | 66% | 0 | 0% |
| Nursing Assistant | 29 | 67% | 24 | 87% | 14 | 71% |
| Office Clerical | 6 | 55% | 5 | 100% | 3 | 73% |
| Office Management & Supervision | 11 | 88% | 14 | 71% | 16 | 94% |
| Practical Nursing | 1 | 100% | 1 | 100% | 0 | 0% |
| Teacher Assisting | 9 | 92% | 1 | 100% | 0 | 0% |
| Welding Technology | 11 | 76% | 19 | 98% | 12 | 64% |
| BBCC Estimated Employment Totals | 236 | 81% | 253 | 83% | 218 | 87%** |

| | | | | | | |
|-------------------------------|--|-----|--|-----|--|-----|
| Washington System Rate | | 74% | | 74% | | 77% |
|-------------------------------|--|-----|--|-----|--|-----|

*Estimated Employment rates includes students who received a Certificate or Degree and were no longer enrolled at BBCC or/and had not transferred to another college. The rate is calculated on students who completed training in the year above, and were employed nine months following their completion.

**Big Bend Community College had the highest Estimated Employment Rate in the SBCTC System this year.

Data for the 2010-11 year was received in January 2013.

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3: CONSENT AGENDA (for information)

d. Accreditation Update

Big Bend Community College is gathering institutional data for the Northwest Commission on Colleges and Universities' 2013 Annual Report. The report includes college information on new degree/certificate programs, terminated degree/certificate programs, contractual relationships, substantive changes, off-campus locations, and degree/certificate programs offered through distance education. This report will be submitted on May 31, 2013.

Prepared by Dean of Institutional Research Valerie Kirkwood.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3: CONSENT AGENDA (for information)

e. Assessment Update

During BBCC's Faculty In-Service program on April 26, 2013, Dr. Steve Close, Assessment Committee Chair, presented information to the faculty with regard assessing General Education and program outcomes. Our new Learning Management System (LMS), Canvas, has the ability to track assessment data within online classrooms as part of the grading process and then to compile those assessment data into an institutional report.

Dr. Close demonstrated how he has used this feature in Canvas to assess students against the General Education rubric for Effective Communication. Currently, BBCC staff and faculty are working out a system to load General Education and program outcomes into the Canvas system. During the 2013-14 academic year, the Assessment Committee will work with faculty to begin implementing this method of gathering assessment data.

Prepared by VP of Instruction and Student Services Bob Mohrbacher and Dean of Institutional Research Valerie Kirkwood.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3: CONSENT AGENDA (for information)

f. Capital Project Update

BACKGROUND:

Lighting Project: BBCC was awarded a Department of Commerce Energy Efficiency Grant in March for \$472,032. The total project costs are \$947,335 which will be funded by the grant, PUD incentives of \$63,462, a COP for \$211,841 and \$200,000 of local money. This funding will improve internal lighting in buildings 1600, 3100, 3300, 3400, 3500, 3600, 4000, and 4200.

New energy-efficient fixtures will be installed, including T8 lamps and electronic ballasts to replace the 8 foot T12 lamps and their fixtures currently in place in some of the buildings. There will also be installation of new energy-efficient lamps and ballast, compact fluorescent bulbs, and LED exit signs. Occupancy sensors will also be placed where necessary in order to shut off the lights when no one is present in the classrooms and offices.

This funding will also improve external campus lighting systems. The existing external lighting systems around campus employ several different technologies. Most of these utilize old, inefficient technology. Another concern was that some parts of campus are under lit and could pose a security and safety risk. Installation of new energy-efficient exterior pole lights, exterior walkway lights, and wall paks along the exterior of the buildings will improve lighting. Safety, security, and energy efficiency will be improved. The project should start in two weeks.

Prepared by VP of Finance and Administrative Services Gail Hamburg.

RECOMMENDATION:

None

ITEM #3: CONSENT AGENDA (for information)

g. Safety & Security Update

BACKGROUND:

Administrative Activity

1. Campus Security Officer roster is back to 100%. The Campus Security Officers are:

- Jim Meyers (1.0 FTE)
- Dennis Klocke (max. 69 hrs/mo.)
- Pam Kursave (max. 69 hrs/mo.)
- Brian Lynch (max. 69 hrs/mo.)
- Rudy Perales (max. 69 hrs/mo.)
- Hector Zavala (max. 69 hrs/mo.)
- Rob Rosenow (max. 69 hrs/mo.)

2. Additional security video cameras are being installed on campus.

- a. Two cameras in Building 1500 (viewing computer lab and main entrance)
- b. Two in Building 1700 nursing (viewing computer lab)
- c. The camera on the exterior of Building 1700, which monitors the parking lot is being replaced with a high-resolution pan-tilt-zoom (PTZ) camera
- d. A hi-rez PTZ camera is being added to the exterior of Viking Hall Dorms Building 6000 (viewing roadway entrance and parking lots)
- e. Screens and camera master controls are in Security Patrol Office in Building 6000 and Director's Office in Building 1400

3. CPR and First Aid Training

- a. Ten BBCC employees will be attending training at Samaritan Hospital in May

4. New door signage for security awareness is being installed at all major public entrances.



Prepared by Director of Campus Safety & Security Kyle Foreman.

RECOMMENDATION:

None



MONTHLY REPORT APRIL 2013

| | |
|---|-----|
| SECURITY VEHICLE – MILES DRIVEN ON CAMPUS PATROL | 794 |
| SECURITY INCIDENTS INVESTIGATED RESULTING IN FORMAL REPORT | 4 |
| SAFETY INCIDENTS INVESTIGATED | 4 |
| TIMELY WARNINGS ISSUED (as per Clery Act) | 0 |

Reportable Offenses per Clery Act 20 USC 1092 (f) are in **RED shaded categories**

| | Jan. 2013 | Feb. 2013 | Mar. 2013 | Apr. 2013 |
|---|--------------|--------------|--------------|--------------|
| Arrests and Violations | | | | |
| Liquor Law Arrests | 0 | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 | 0 |
| Drug Law Arrests | 0 | 0 | 0 | 0 |
| Drug Law Violations | 0 | 0 | 0 | 0 |
| Illegal Weapons Arrests | 0 | 0 | 0 | 0 |
| Illegal Weapons Violations | 0 | 0 | 0 | 0 |
| Criminal Offenses | | | | |
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 |
| Criminal Offenses | | | | |
| Bicycle Theft | 0 | 0 | 0 | 0 |
| Vandalism (Non-hate-crime) | 0 | 0 | 1 | 1 |
| Property Damage (Non vandalism) | 0 | 0 | 0 | 2 |
| Vehicle Prowl | 1 | 0 | 0 | 0 |
| Theft of Computer | 1 | 1 | 0 | 0 |
| Malicious Mischief | 0 | 0 | 0 | 0 |
| Trespassing | 0 | 0 | 0 | 0 |
| Theft of other type electronic device | 0 | 0 | 0 | 0 |
| Theft of personal equipment | 0 | 0 | 0 | 0 |
| Threats (Interpersonal) | 1 | 0 | 0 | 0 |
| Theft of medication/drugs | 0 | 0 | 0 | 0 |
| Harassment/Domestic Violence/Stalking | 0 | 0 | 0 | 0 |
| Theft of Metal | 1 | 0 | 0 | 0 |
| Theft of purse/wallet/similar possessions | 0 | 0 | 0 | 1 |
| Sex Offenses | | | | |
| Forcible | 0 | 0 | 0 | 0 |
| Non-Forcible | 0 | 0 | 0 | 0 |
| Hate Crimes | | | | |
| Any Incident | 0 | 0 | 0 | 0 |
| Vehicle Collisions | | | | |
| Non-injury | 1 | 1 | 0 | 0 |
| Injury | 0 | 0 | 0 | 0 |

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3: CONSENT AGENDA (for information)

h. Human Resources Report

BACKGROUND:

Recruitment & Selection:

Jaxon Riley accepted the position of CBIS Coordinator. Her first day at BBCC was May 6.

Interviews for the position of Chemistry Instructor were conducted on May 8. The screening committee is drafting a summary of each candidate's strengths and weaknesses. Once this is complete, it will be forwarded to President Leas for his review.

Interviews for the position of Developmental Ed./ABE Instructor were conducted on May 6. The screening committee is drafting a summary of each candidate's strengths and weaknesses. Once this is complete, it will be forwarded to President Leas for his review.

Interviews for the position of English Instructor are scheduled for May 13 and 22.

Interviews for the position of Industrial Electrical Instructor are scheduled for May 14, 21 and 29.

The screening committee for the Reference Librarian position is currently reviewing application packets. The committee anticipates conducting interviews within the next few weeks.

The screening committee for the Coordinator for Student Recruitment & Outreach position is currently reviewing application packets. The committee anticipates conducting interviews the first week of June.

The position of Computer Science Instructor was posted on April 30. This is a full-time, one-year, non-tenure track, grant-funded position. First review of applications for this position is May 22, 2013.

Training:

April 2nd and 19th, Lunch & Learn sessions were held on the topics of TLR, Leaves of Absence, and FMLA. Twenty-six employees attended the sessions.

April 30, Kristin Lindeen with QBQ! Inc. was onsite to conduct two education sessions on the topic of personal accountability. We had a great turn-out, with 118 employees participating.

The following is a list of additional admin/exempt training that has occurred since the last Board of Trustees meeting.

- Todd Davis, Doug Sly, Kyle Foreman — FEMA Multi Hazard Training on March 12-14 at Columbia Basin College
- Kelsy Bendtsen — Infant and Adolescent Mental Health Conference on February 28-March 1 at Spokane
- Jille Shankar — US Department of Education-State Board Washington Student Achievement Council on March 12-15 at North Bend
- Jenny Nighswonger — I-BEST Training on March 15 at BBCC; Urban Retreat-ECTPC Conference on April 18-19 at Kent
- Char Rios — Federal Grant Requirement & Management Course on March 20 at Ephrata; Subject Matter Expert on March 29 via Conference Call
- Sandy Cheek — Data for Program Improvement on March 19-20 at Spokane
- Terry Kinzel — Title V Director Meeting on March 26-28 at Washington DC
- Andrea Elliott — How to Flip Your Classroom Podcast on April 23 at BBCC; Introduction to Canvas on April 8-21 via Online
- Heidi Summers — Council for Basic Skills on April 18-19 at Seattle
- Kathy Arita — Purchasing Affair Council on April 4-5 at CWU
- Loralyn Allen — WAPED-Autism Spectrum on April 17-19 at Leavenworth
- Todd Davis — Capital Funding on April 19 at YVCC
- Anita DeLeon, Raffaella Dowey — Washington State TRiO Association Conference on April 19 at Seattle
- Kim Jackson — Lean Management Training Council of Student Unions and Programs on April 3-5 at Spokane
- Jeremy Iverson — Financial Aid Award Training on April 22-24 at BBCC

Prepared by Vice President of Human Resources & Labor Kim Garza.

RECOMMENDATIONS:

None

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3: CONSENT AGENDA (for information)

- i. Enrollment Report

BACKGROUND:

The 2012-13 FTE report as of May 6 and the Spring Quarter 2013 Tenth Day report are included for your information. We are currently 3.4% over our two-year state-funded FTE target. As of the 10th day of the quarter, state-funded FTE was down 2.5% and headcount was down 3.5% from the 10th day of spring 2012. The percentage of students who are enrolled full-time has stayed nearly the same.

The tuition amount budgeted for 2012-2013 is \$4,008,514. As of March 31, 2013, we have collected \$5,892,134 or 147.0% of the budgeted amount. As of March 31, 2012 we had collected \$5,560,991 or 154.1%.

TUITION COLLECTION REPORT

As of March 31, 2013 and March 31, 2012

| | <u>2012-13</u> | <u>2011-12</u> |
|---------------------------------------|----------------|----------------|
| Annual Budget | \$ 4,008,514 | \$ 3,608,514 |
| Total Collections as of March 31 | \$ 5,892,134 | \$ 5,560,991 |
| As a % of annual budget | 147% | 154.1% |
| Left to collect to meet budget target | \$ 0 | \$ 0 |

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

RECOMMENDATION:

None

F.T.E. REPORT

5/10/2013

| | QTRLY <u>FTEs</u> | ANNUAL <u>FTEs</u> |
|--|------------------------------|-------------------------------|
| 1st year (11-12) | | |
| SUMMER | 332.3 | 110.8 |
| FALL | 1688.9 | 563.0 |
| WINTER | 1758.1 | 586.0 |
| SPRING | 1568.1 | 522.7 |
| | | |
| 2nd year (12-13) | | |
| SUMMER | 315.2 | 105.1 |
| FALL | 1612.8 | 537.6 |
| WINTER | 1723.0 | 574.3 |
| SPRING | 1490.1 | 496.7 |
| | | |
| TOTAL | <u>10488.5</u> | <u>3496.2</u> |
| | | |
| 1st year annual FTE Target | 5082 | 1694 |
| 2nd year annual FTE Target | 5061 | 1687 |
| | | |
| SBCTC 2-year rolling enrollment count | | |
| Past year + current year actual FTE | | 3496.2 |
| Past year + current year allocation | | 3381.0 |
| % of allocation target attained to date | | 103.4% |
| | | |
| Add'l FTEs to meet minimum 96% | -751.2 | -250.4 |
| Add'l FTEs to meet target 100% | -345.5 | -115.2 |
| | | |
| FTEs over funding level - 1st year | 265.4 | 88.5 |
| FTEs over funding level - 2nd year | 80.1 | 26.7 |

SPRING 10TH DAY ENROLLMENT REPORT

HEADCOUNTS

| | SPRING <u>2013</u> | SPRING <u>2012</u> | SPRING <u>2011</u> | SPRING <u>2010</u> | SPRING <u>2009</u> | SPRING <u>2008</u> | SPRING <u>2007</u> |
|-----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <u>ETHNIC ORIGIN</u> | | | | | | | |
| Amer. Indian/Alaska Ntv | 22 | 27 | 27 | 33 | 43 | 32 | 30 |
| Asian/Pacific Islander | 29 | 23 | 30 | 29 | 32 | 36 | 30 |
| Black | 26 | 40 | 41 | 40 | 31 | 22 | 21 |
| Hispanic | 711 | 746 | 844 | 658 | 588 | 535 | 525 |
| White | 1,114 | 1,094 | 1,367 | 1,348 | 1,245 | 1,130 | 1,213 |
| Other/Unknown | 119 | 165 | 52 | 195 | 146 | 158 | 153 |

SEX

| | | | | | | | |
|-----------|-------|-------|-------|-------|-------|-------|-------|
| Female | 1,173 | 1,213 | 1,409 | 1,309 | 1,200 | 1,095 | 1,132 |
| Male | 844 | 838 | 939 | 967 | 828 | 749 | 792 |
| Not Coded | 4 | 44 | 13 | 27 | 57 | 69 | 48 |

STUDENT STATUS

| | | | | | | | |
|------------------------------|-------|-------|-------|-------|-------|-------|-------|
| Full-time (12 or more crs) | 1,283 | 1,340 | 1,383 | 1,369 | 1,181 | 1,075 | 1,079 |
| Part-time (less than 12 crs) | 738 | 755 | 978 | 934 | 904 | 838 | 893 |
| Percent full-time | 63.5 | 63.9 | 58.6 | 59.4 | 56.6 | 56.2 | 54.7 |

| | | | | | | | |
|------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| TOTAL HEADCOUNT | 2,021 | 2,095 | 2,361 | 2,303 | 2,085 | 1,913 | 1,972 |
|------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|

| | | | | | | | |
|---------------|-----|-----|-----|-----|-----|-----|-----|
| Running Start | 174 | 165 | 154 | 138 | 120 | 128 | 121 |
| International | 4 | 3 | 5 | 4 | 4 | 3 | 1 |

STATE FUNDED FTES

| | | | | | | | |
|--------------|-------|-------|-------|-------|-------|-------|-------|
| ABE/ESL | 55.8 | 72.9 | 102.2 | 68.9 | 56.1 | 41.4 | 69.0 |
| Academic | 861.1 | 905.4 | 891.1 | 891.1 | 746.6 | 698.2 | 718.7 |
| Occupational | 536.9 | 512.4 | 576.5 | 619.2 | 565.1 | 505.1 | 494.4 |

| | | | | | | | |
|-------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| TOTAL STATE FTES | 1453.8 | 1490.7 | 1569.8 | 1579.2 | 1367.8 | 1244.7 | 1282.1 |
|-------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3: CONSENT AGENDA (for information)

j. Quarterly Budget Report

BACKGROUND:

The Budget Status Summary as of March 31, 2013, is attached for Board review. There was 33.95% of the state operating budget remaining.

Prepared by Director of the Business Office Char Rios.

RECOMMENDATION:

None

**BIG BEND COMMUNITY COLLEGE
BUDGET STATUS SUMMARY
AS OF MAR 31, 2013**

| PROGRAM | CATEGORY | BUDGET | ADJUSTMENT | BUDGET | SPENT | BALANCE | % REMAINING |
|---|------------|-------------------|----------------|-------------------|------------------|------------------|---------------|
| | | As of 7/1/12 | | As of 3/31/13 | Includes Enc | | |
| 010 INSTRUCTION | SALARIES | 4,447,537 | 186,912 | 4,634,449 | 2,919,254 | 1,715,195 | 37.01% |
| | BENEFITS | 1,420,985 | 42,575 | 1,463,560 | 959,038 | 504,522 | 34.47% |
| | GOODS&SVC | 379,690 | 101,077 | 480,767 | 161,718 | 319,049 | 66.36% |
| | TRAVEL | 45,163 | 5,294 | 50,457 | 10,675 | 39,782 | 78.84% |
| | EQUIP | 129,651 | 15,000 | 144,651 | 144,323 | 328 | 0.23% |
| | TOTAL | | 6,423,026 | 350,858 | 6,773,884 | 4,195,007 | 2,578,877 |
| 040 PRIMARY SUPPORT TO INSTRUCTION | SALARIES | 288,094 | 0 | 288,094 | 223,791 | 64,303 | 22.32% |
| | BENEFITS | 95,400 | 0 | 95,400 | 76,544 | 18,856 | 19.77% |
| | GOODS&SVC | 9,358 | 0 | 9,358 | 2,632 | 6,726 | 71.88% |
| | TRAVEL | 4,750 | 0 | 4,750 | 493 | 4,257 | 89.63% |
| | EQUIP | 0 | 0 | 0 | 0 | 0 | 0.00% |
| | TOTAL | | 397,602 | 0 | 397,602 | 303,460 | 94,142 |
| 050 LIBRARY | SALARIES | 288,050 | 0 | 288,050 | 177,167 | 110,883 | 38.49% |
| | BENEFITS | 106,989 | 0 | 106,989 | 70,538 | 36,451 | 34.07% |
| | GOODS&SVC | 63,656 | 0 | 63,656 | 56,121 | 7,535 | 11.84% |
| | TRAVEL | 1,750 | 0 | 1,750 | 2,361 | (611) | -34.91% |
| | EQUIP | 20,000 | 0 | 20,000 | 25,670 | (5,670) | -28.35% |
| | TOTAL | | 480,445 | 0 | 480,445 | 331,856 | 148,589 |
| 060 STUDENT SERVICES | SALARIES | 897,912 | 0 | 897,912 | 612,276 | 285,636 | 31.81% |
| | BENEFITS | 303,769 | 0 | 303,769 | 210,331 | 93,438 | 30.76% |
| | GOODS&SVC | 37,368 | 189,168 | 226,536 | 39,156 | 187,380 | 82.72% |
| | TRAVEL | 7,400 | 0 | 7,400 | 7,515 | (115) | -1.55% |
| | EQUIP | 0 | 0 | 0 | 316 | (316) | 0.00% |
| | GRANTS | 436,969 | 10,400 | 447,369 | 454,781 | (7,412) | -1.66% |
| | MATCH | 15,004 | 0 | 15,004 | 0 | 15,004 | 100.00% |
| TOTAL | | 1,698,422 | 199,568 | 1,897,990 | 1,324,376 | 573,614 | 30.22% |
| 080 ADMIN. | SALARIES | 1,405,960 | 0 | 1,405,960 | 1,009,425 | 396,535 | 28.20% |
| | BENEFITS | 461,227 | 0 | 461,227 | 346,777 | 114,450 | 24.81% |
| | GOODS&SVC | 717,490 | 0 | 717,490 | 400,262 | 317,228 | 44.21% |
| | TRAVEL | 22,875 | 0 | 22,875 | 27,631 | (4,756) | -20.79% |
| | EQUIP | 16,250 | 0 | 16,250 | 39,885 | (23,635) | -145.44% |
| | TOTAL | | 2,623,802 | 0 | 2,623,802 | 1,823,979 | 799,823 |
| 090 M&O | SALARIES | 947,623 | 0 | 947,623 | 729,965 | 217,658 | 22.97% |
| | BENEFITS | 367,708 | 0 | 367,708 | 264,000 | 103,708 | 28.20% |
| | GOODS&SVC | 996,750 | 0 | 996,750 | 643,481 | 353,269 | 35.44% |
| | TRAVEL | 3,275 | 0 | 3,275 | 3,046 | 229 | 7.00% |
| | EQUIPMENT | 119,337 | 0 | 119,337 | 29,851 | 89,486 | 74.99% |
| | DEBT SERV. | 0 | 0 | 0 | 0 | 0 | 0.00% |
| | TOTAL | | 2,434,693 | 0 | 2,434,693 | 1,670,343 | 764,350 |
| TOTAL BUDGET | | 14,057,990 | 550,426 | 14,608,416 | 9,649,021 | 4,959,395 | 33.95% |

| | | |
|----------------|-------------------------------------|---------|
| ALLOCATION # 2 | Worker Retraining Variable | 106,821 |
| ALLOCATION # 2 | Increase STEM Enrollments | 6,801 |
| ALLOCATION # 2 | Increase to Base Allocation | 38,923 |
| ALLOCATION # 4 | ABE Master Extension Application | 19,121 |
| ALLOCATION # 4 | ABE Program - EL Civics Application | 3,208 |
| ALLOCATION # 4 | Student Achievement Initiative | 189,168 |
| ALLOCATION # 4 | Basic Skills Enhancement | 26,584 |
| ALLOCATION # 5 | Workforce Development Projects | 149,400 |
| ALLOCATION # 6 | Additional Opportunity Grant | 10,400 |

TOTAL ADJUSTMENTS TO ALLOCATION 550,426

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #3: CONSENT AGENDA (for information)

k. Legislative Update

BACKGROUND:

The Legislature adjourned April 28th. Governor Inslee has called a special session to begin May 13th at 9:00 a.m. Neither the capital or operating budgets were passed during the regular session. A “no-new-revenues” transportation budget was passed and sent to the Governor. April 27th Jim Bricker was confirmed as a member of the State Board.

Other Bills awaiting the Governor’s action include:

HB 1736, our operating budget efficiencies bill;

SB 5180, the task force on access for those with disabilities bill;

SB 5195, state need grant for WGU students; and

SB 5343, requiring institutions of higher education to provide make-up classes, exams, or other make-up events to National Guard members or other military reservists called to active duty or training for 30 days or less without prejudice to the final course grade or evaluation.

Bills already signed by the Governor include:

HB 1109, accelerated registration for veterans;

HB 1686, our high school diploma equivalency bill;

SB 5624, aligning high-demand secondary STEM or career and technical education programs with applied baccalaureate programs;

SB 5712, precollege placement measures; and

SB 5774, the “sip-and-spit” bill.

It is expected that budget writers will meet during the two-week hiatus and try to get together on the both capital and operating budgets.

Prepared by the President’s office.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #5: Academic Master Plan Monitoring Report “Programs” (for action)

BACKGROUND:

The Academic Master Plan Monitoring Report “Programs Review” will be presented.

Prepared by the Dean of Institutional Research Valerie Kirkwood.

RECOMMENDATION:

President Leas and Dean Kirkwood recommend approval of the Programs Review Monitoring Report.

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #6: Exceptional Faculty Award Recommendation (for action)

BACKGROUND:

The Exceptional Faculty Awards Committee is pleased to recommend awards to math instructors Tyler Wallace, Sonja Farag, Barbara Whitney, Salah Abed and Stephen Lane in the amount of \$2,000 each. The group will collaboratively develop an open-source pre-calculus textbook.

Prepared by the President's Office and the Exceptional Faculty Awards Committee.

RECOMMENDATION:

President Leas and VP of Instruction & Student Services Bob Mohrbacher recommend approval of the Exceptional Faculty Awards for Tyler Wallace, Sonja Farag, Barbara Whitney, Salah Abed and Stephen Lane.



May 8, 2013

Dear President Leas,

The Exceptional Faculty Award committee is pleased to inform you that we have five Exceptional Faculty Award applications from the Math department faculty for your consideration. The committee has reviewed the applications, believes they fit the guidelines and supports the project as presented.

Tyler Wallace, Sonja Farag, Barbara Whitney, Salah Abed and Stephen Lane have each requested awards so they may collaboratively develop an open source Pre-Calculus textbook to be used in the MATH& 141 & 142 courses. The goal of this project is to reduce student textbook expense while increasing achievement by customizing math courses geared to BBCC outcomes. The committee is inspired by Math department's desire to make open source textbooks available and supports their endeavor.

For your convenience we have included copies of the applications and a response to committee inquiry for specific information. We look forward to your recommendations and, ultimately, the Board's consideration. The EFA committee wishes to thank you, President Leas, the Foundation, and the Board of Trustees, for your support, trust and guidance.

Sincerely,

Sonia Farag

<conflict of interest>

Dennis Knepp

Gregory Crane

Charlene Rios

Bili Autry

**APPLICATION FORM
BBCC EXCEPTIONAL FACULTY AWARD**

Note: Click on or <tab> each form Field and type your information. Each field will expand as you need more space. You may print this copy and submit to each Exceptional faculty committee member or e-mail as an attachment. Thank you.

NAME: Tyler Wallace

DATE: Friday, April 26, 2013

DIVISION: Math/Science

1. List all your principal professional duties including courses normally taught.

Part time math instructor (Online beginning and Intermediate Algebra courses), STEM Math Instructional Specialist, Supervise math tutors, coordinator of emporium math lab

2. Amount requested: \$2000

**3. Specific purpose the award would be used for:
(Attach a separate sheet with details, if necessary.)**

In partnership with the math department, we will develop an open source Pre-Calculus textbook to be used in the MATH& 141/142 courses. Development will occur over the Spring and Summer Quarters of 2013. The text would be available for a free download off the course Canvas page or a print version will be sold in the bookstore for around \$25 (exact cost will be determined after the text is finished). For students who only wish to take MATH& 141 an abridged version will be made available for a reduced cost. Two advantages of an in-house text such as this include: (1) the text will be specific to the objectives of the course found in the master course outline and (2) the single text will unify the different sections of each course, regardless of instructor. The result of this will be an increase in student achievement. Making the text open-source will save each student over one hundred dollars in course materials and increase access to the course. As the text is open source, no royalties will be collected for book sales. This will help keep book cost down for the students.

4. If the award is to be used for reimbursement for an activity, which will require personal expenditures, provide an itemized list of expected expenses.

N/A

5. If there are any other sources of reimbursement for this activity provide an itemized list of expected reimbursements.

N/A

6. When was your last sabbatical? N/A

7. What travel monies have you received during the last year?

2012 math conference, 2012 STEM Summit

8. How will this stipend improve your teaching and/or professional expertise?

Writing a textbook will allow each instructor to become intimately involved with the objectives of the course and how to present the information in written form. By working on this project collaboratively, teaching styles and pedagogy for the course will be shared among experienced and new faculty, improving the teaching of each faculty member.

9. Describe your previous involvement in working with other faculty on this campus to improve the quality of the institution.

The math department is always seeking new methods to improve student success in our courses. Over the past five years several projects have been collaboratively worked on. These include modularized pre-college math courses, the emporium math courses, and recently redesigning the pre-calculus three course series into a two course series. Each of these projects is undertaken with the goal of increased student success, access, and achievement.

APPLICATION FORM BBCC EXCEPTIONAL FACULTY AWARD

Note: Click on or <tab> each form Field and type your information. Each field will expand as you need more space. You may print this copy and submit to each Exceptional faculty committee member or e-mail as an attachment. Thank you.

NAME: Barbara Whitney

DATE: Friday, April 26, 2013

DIVISION: Math/Science

1. List all your principal professional duties including courses normally taught.

Math 85,90,91,92,93,94,95,96,98,99,101,103,120,141,142,146,147,148,151,152,153,& 220.
Phi Theta Kappa advisor.
Advise students on course selection quarterly.

2. Amount requested: \$2000

**3. Specific purpose the award would be used for:
(Attach a separate sheet with details, if necessary.)**

In partnership with the math department, we will develop an open source Pre-Calculus textbook to be used in the MATH& 141/142 courses. Development will occur over the Spring and Summer Quarters of 2013. The text would be available for a free download off the course Canvas page or a print version will be sold in the bookstore for around \$25 (exact cost will be determined after the text is finished). For students who only wish to take MATH& 141 an abridged version will be made available for a reduced cost. Two advantages of an in-house text such as this include: (1) the text will be specific to the objectives of the course found in the master course outline and (2) the single text will unify the different sections of each course, regardless of instructor. The result of this will be an increase in student achievement. Making the text open-source will save each student over one hundred dollars in course materials and increase access to the course. As the text is open source, no royalties will be collected for book sales. This will help keep book cost down for the students.

4. If the award is to be used for reimbursement for an activity, which will require personal expenditures, provide an itemized list of expected expenses.

N/A

5. If there are any other sources of reimbursement for this activity provide an itemized list of expected reimbursements.

N/A

6. When was your last sabbatical? N/A

7. What travel monies have you received during the last year?

Math conference \$227
PTK conferences (Nashville, TN, Tacoma (2), Wenatchee: total: \$2506.74)

8. How will this stipend improve your teaching and/or professional expertise?

Writing a textbook will allow each instructor to become intimately involved with the objectives of the course and how to present the information in written form. By working on this project collaboratively, teaching styles and pedagogy for the course will be shared among experienced and new faculty, improving the teaching of each faculty member.

9. Describe your previous involvement in working with other faculty on this campus to improve the quality of the institution.

The math department is always seeking new methods to improve student success in our courses. Over the past five years several projects have been collaboratively worked on. These include modularized pre-college math courses, the emporium math courses, and recently redesigning the pre-calculus three course series into a two course series. Each of these projects is undertaken with the goal of increased student success, access, and achievement.

**APPLICATION FORM
BBCC EXCEPTIONAL FACULTY AWARD**

Note: Click on or <tab> each form Field and type your information. Each field will expand as you need more space. You may print this copy and submit to each Exceptional faculty committee member or e-mail as an attachment. Thank you.

NAME: Salah M. Abed DATE: Friday, April 26, 2013

DIVISION: Math/Science

1. List all your principal professional duties including courses normally taught.

Teaching classes varying from MATH 90 to Calculus.
Serving on scholarship review committee and assessment committee.

2. Amount requested: \$2000

**3. Specific purpose the award would be used for:
(Attach a separate sheet with details, if necessary.)**

In partnership with the math department, we will develop an open source Pre-Calculus textbook to be used in the MATH& 141/142 courses. Development will occur over the Spring and Summer Quarters of 2013. The text would be available for a free download off the course Canvas page or a print version will be sold in the bookstore for around \$25 (exact cost will be determined after the text is finished). For students who only wish to take MATH& 141 an abridged version will be made available for a reduced cost. Two advantages of an in-house text such as this include: (1) the text will be specific to the objectives of the course found in the master course outline and (2) the single text will unify the different sections of each course, regardless of instructor. The result of this will be an increase in student achievement. Making the text open-source will save each student over one hundred dollars in course materials and increase access to the course. As the text is open source, no royalties will be collected for book sales. This will help keep book cost down for the students.

4. If the award is to be used for reimbursement for an activity, which will require personal expenditures, provide an itemized list of expected expenses.

N/A

5. If there are any other sources of reimbursement for this activity provide an itemized list of expected reimbursements.

N/A

6. When was your last sabbatical? I've never taken a sabbatical.

7. What travel monies have you received during the last year?

Math Conference Expenses.

8. How will this stipend improve your teaching and/or professional expertise?

Writing a textbook will allow each instructor to become intimately involved with the objectives of the course and how to present the information in written form. By working on this project collaboratively, teaching styles and pedagogy for the course will be shared among experienced and new faculty, improving the teaching of each faculty member.

9. Describe your previous involvement in working with other faculty on this campus to improve the quality of the institution.

The math department is always seeking new methods to improve student success in our courses. Over the past five years several projects have been collaboratively worked on. These include modularized pre-college math courses, the emporium math courses, and recently redesigning the pre-calculus three course series into a two course series. Each of these projects is undertaken with the goal of increased student success, access, and achievement.

**APPLICATION FORM
BBCC EXCEPTIONAL FACULTY AWARD**

Note: Click on or <tab> each form Field and type your information. Each field will expand as you need more space. You may print this copy and submit to each Exceptional faculty committee member or e-mail as an attachment. Thank you.

NAME: Sonia Farag

DATE: Friday, April 26, 2013

DIVISION: Math/Science

1. List all your principal professional duties including courses normally taught.

Math90, Math95, Math99 (lecture), Math94, Math96, Math98 (Emprium), Math120, Math&141, MATH&142, Math&146, Math&147, Math&148, Math&151

2. Amount requested: \$2000

**3. Specific purpose the award would be used for:
(Attach a separate sheet with details, if necessary.)**

In partnership with the math department, we will develop an open source Pre-Calculus textbook to be used in the MATH& 141/142 courses. Development will occur over the Spring and Summer Quarters of 2013. The text would be available for a free download off the course Canvas page or a print version will be sold in the bookstore for around \$25 (exact cost will be determined after the text is finished). For students who only wish to take MATH& 141 an abridged version will be made available for a reduced cost. Two advantages of an in-house text such as this include: (1) the text will be specific to the objectives of the course found in the master course outline and (2) the single text will unify the different sections of each course, regardless of instructor. The result of this will be an increase in student achievement. Making the text open-source will save each student over one hundred dollars in course materials and increase access to the course. As the text is open source, no royalties will be collected for book sales. This will help keep book cost down for the students.

4. If the award is to be used for reimbursement for an activity, which will require personal expenditures, provide an itemized list of expected expenses.

N/A

5. If there are any other sources of reimbursement for this activity provide an itemized list of expected reimbursements.

N/A

6. When was your last sabbatical? None

7. What travel monies have you received during the last year?

N/A

8. How will this stipend improve your teaching and/or professional expertise?

Writing a textbook will allow each instructor to become intimately involved with the objectives of the course and how to present the information in written form. By working on this project collaboratively, teaching styles and pedagogy for the course will be shared among experienced and new faculty, improving the teaching of each faculty member.

9. Describe your previous involvement in working with other faculty on this campus to improve the quality of the institution.

The math department is always seeking new methods to improve student success in our courses. Over the past five years several projects have been collaboratively worked on. These include modularized pre-college math courses, the emporium math courses, and recently redesigning the pre-calculus three course series into a two course series. Each of these projects is undertaken with the goal of increased student success, access, and achievement.

APPLICATION FORM BBCC EXCEPTIONAL FACULTY AWARD

Note: Click on or <tab> each form Field and type your information. Each field will expand as you need more space. You may print this copy and submit to each Exceptional faculty committee member or e-mail as an attachment. Thank you.

NAME: Stephen lane

DATE: Friday, April 26, 2013

DIVISION: Math/Science

1. List all your principal professional duties including courses normally taught.

All college level math courses and some pre-college math courses. Also Phil 101, Introduction to Philosophy.

2. Amount requested: \$2000

**3. Specific purpose the award would be used for:
(Attach a separate sheet with details, if necessary.)**

In partnership with the math department, we will develop an open source Pre-Calculus textbook to be used in the MATH& 141/142 courses. Development will occur over the Spring and Summer Quarters of 2013. The text would be available for a free download off the course Canvas page or a print version will be sold in the bookstore for around \$25 (exact cost will be determined after the text is finished). For students who only wish to take MATH& 141 an abridged version will be made available for a reduced cost. Two advantages of an in-house text such as this include: (1) the text will be specific to the objectives of the course found in the master course outline and (2) the single text will unify the different sections of each course, regardless of instructor. The result of this will be an increase in student achievement. Making the text open-source will save each student over one hundred dollars in course materials and increase access to the course. As the text is open source, no royalties will be collected for book sales. This will help keep book cost down for the students.

4. If the award is to be used for reimbursement for an activity, which will require personal expenditures, provide an itemized list of expected expenses.

N/A

5. If there are any other sources of reimbursement for this activity provide an itemized list of expected reimbursements.

N/A

6. When was your last sabbatical? 1997 or thereabouts

7. What travel monies have you received during the last year?

None yet. Will be attending the Spring CC math conference in Bellingham

8. How will this stipend improve your teaching and/or professional expertise?

Writing a textbook will allow each instructor to become intimately involved with the objectives of the course and how to present the information in written form. By working on this project collaboratively, teaching styles and pedagogy for the course will be shared among experienced and new faculty, improving the teaching of each faculty member.

9. Describe your previous involvement in working with other faculty on this campus to improve the quality of the institution.

The math department is always seeking new methods to improve student success in our courses. Over the past five years several projects have been collaboratively worked on. These include modularized pre-college math courses, the emporium math courses, and recently redesigning the pre-calculus three course series into a two course series. Each of these projects is undertaken with the goal of increased student success, access, and achievement.

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #7: Mission, Vision, Values (for information/action)

BACKGROUND:

During 2013, Big Bend Community College has been engaged in reassessing our current mission statement to lay the ground work for strategic planning activities. On February 8, 2013, the college and some of its community partners met in the Masto Conference Center for a three-hour workshop. The session was facilitated by Dr. Ron Baker of Baker Collegiate Consulting. Working in small groups, the participants collected notes on all of the aspects important to the college, the local community, and the success of our students.

These notes were used to draft new statements outlining the Mission, Vision, and Values of Big Bend. A small work group met weekly for a couple of months, drafting new statements to describe the values, mission and vision of BBCC. These drafts were then posted on the college web site, and the college community was invited to comment on the drafts via a special email address. Comments were also collected from some standing meetings and work groups.

As a result of the comments collected on the working drafts, some changes were made to the drafts, particularly the draft vision statement, which received the greatest number of specific comments. The revised drafts were then posted on the college web site and were also reviewed by faculty at the April 26th In-Service.

The final draft of the values, mission, and vision statement is now presented to the Board for their approval. The next steps in this process will be to draft new Core Theme outcomes and objectives for our accreditation process; this will take place during spring quarter. Then during the 2013-14 academic year, the Academic Master Plan will be rewritten to reflect the new mission statement.

Prepared by VP of Instruction & Student Services Bob Mohrbacher.

RECOMMENDATION:

President Leas and VP Mohrbacher recommend approval of the values, mission, and vision statements.



DRAFT: Values, Mission, and Vision, April 12, 2013

This draft statement of the college’s values, mission and vision has been developed during the course of the 2012-13 academic year. The process involved a workshop, committee meetings, and feedback from faculty, staff and community members. This draft will be presented to the Board of Trustees on May 23, 2013, for their approval.

VALUES

At Big Bend Community College, these values shape our decisions and actions, and guide us toward our preferred future.

- | | | | | |
|---|---|--|---|---|
| Student Success <ul style="list-style-type: none">• Academic achievement• Empowerment• Lifelong learning• Service to students | Excellence in Teaching and Learning <ul style="list-style-type: none">• Innovation• Commitment to quality• High standards• Continuous improvement | Inclusion <ul style="list-style-type: none">• Diversity• Access• Opportunity• Equity | Community Engagement <ul style="list-style-type: none">• Collaboration• Outreach• Partnerships• Improving quality of life | Integrity and Stewardship <ul style="list-style-type: none">• Accountability• Sustainability• Ethics and honesty• Resource management |
|---|---|--|---|---|

MISSION

Big Bend Community College delivers lifelong learning through commitment to student success, excellence in teaching and learning, and community engagement.

VISION

Big Bend Community College inspires every student to be successful.

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #8: Emeritus Status (for action)

BACKGROUND:

The Faculty Association have nominated Librarian Lance Wyman and Nursing Instructor Marsha Asay for Faculty Emeritus status. Lance and Marsha each have served students, faculty and staff for 30 years at Big Bend Community College.

Prepared by the President's Office.

RECOMMENDATION:

President Leas recommends approval of Faculty Emeritus status for Lance Wyman and Marsha Asay.

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #9: President's Evaluation (for information/action)

BACKGROUND:

The Board will discuss conducting the President's annual evaluation per the following: BSL-3, BSL-4, AP3500.

Prepared by the President's Office.

RECOMMENDATION:

President Leas recommends the Board specify the process and timeline to evaluate the college president.

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #10: Board Chair Elections (for information/action)

BACKGROUND:

Policy Governance GP – 8 Officers of the Board states:
At the first regular meeting of the board each fiscal year the board shall elect, from its membership, a chairman and vice-chairman to serve for the ensuing year.

From Board Agenda for December 20, 2013 Board meeting.

Following Board Chair Angela Pixton’s resignation, Trustee Mike Wren moved into the Chair position and Mike Blakely moved into the Vice Chair position 2/23/12.

Trustee Mike Villarreal was appointed to Mike Wren’s former position 12/2012. Trustee Mike Wren was serving as Board Chair at the time of Trustee Mike Villarreal’s appointment. The Board needs to take action to fill the vacant Chair position. The Board may choose to use the following matrix which was previously approved for succession.

| Trustee | 12/13 | Dec 2012 | 13/14 | 14/15 | 15/16 | 16/17 | 17/18 |
|------------|-------|----------|-------|-------|-------|-------|-------|
| Blakely | VC | C | C | | | | |
| Lane | | VC | VC | C | | | |
| McFadden | | | | VC | C | | |
| Franz | | | | | VC | C | |
| Villarreal | | | | | | VC | C |

Minutes from December 20, 2012 Board Meeting

Board Chair Matrix

Trustee Mike Blakely referred to the Board Chair matrix. He said it could be approved as presented or revised.

Motion 12-53 Trustee Jon Lane made a motion to approve the Board chair matrix as presented. Trustee Stephen McFadden seconded the motion and the motion passed.

Prepared by the President’s Office.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #11: Association of Community College Trustees Nominations
(information/action)

BACKGROUND:

The ACCT confers awards annually to community college trustees, faculty and staff in the areas of trustee leadership, equity, chief executive office, faculty member and professional board staff member. The 2013 awards will be presented at the ACCT Conference in Seattle October 2013.

Regional Awards nominations may be made by a two-year postsecondary institution board, a state board for community colleges, a board of a state trustee association, or a university board of regents that controls the two-year postsecondary institutions in that state. All boards submitting nominations must be ACCT members.

Procedure for Submitting Nominations

In order for a nomination to be considered, all of the following items must be included. The total length must not exceed six pages. (Submission deadline June 21)

1. A cover letter from the board outlining board support.
2. Answer the questions under the "Criteria" section in the order listed. A response covering each question is required.
3. A nominee's resume of no more than two pages may accompany the official nomination (not required); however, a resume will be considered part of the six-page total.
4. A narrative statement not to exceed 150 words that explains the nominee's qualifications and is suitable for use in ACCT publicity materials. This is not included in the six page nomination packet, but it is required for a nomination to be considered.

Trustee Leadership

Any trustee or former trustee of an ACCT member two year postsecondary institution board or state board for two-year postsecondary institutions is eligible to receive this award. All past and present members of the ACCT Board of Directors Executive Committee are ineligible to receive the M. Dale Ensign Trustee Leadership Award. Currently serving ACCT Board members are not eligible.

The criteria for this award:

- Has the trustee served as an officer of the college's board of trustees?
- In addition to service on the board of trustees, in what capacity has the trustee participated in community life (i.e., civic clubs, public office, etc.)?
- What has the trustee initiated or helped to develop in the area of innovative programs used in two-year postsecondary institutions?

- Has the trustee served on technical or special committees serving two-year postsecondary education?
- How has the trustee been a factor in influencing legislation for two-year postsecondary institutions, and how has the trustee been active in communication and advocacy with state and national legislators?
- What has the trustee contributed overall to the two year postsecondary concept, and how did this affect the college's total impact on the community, state, or nation?
- How has the trustee provided leadership in helping to solve challenges facing two-year postsecondary education?
- How has the trustee been active in developing, organizing, or supporting state two-year postsecondary associations, and what kind of leadership role has the trustee played in state, regional, or national associations?
- Has the trustee given presentations or published articles on two-year postsecondary education?

Equity

Any governing board and chief executive officer, an individual trustee, or a trustee and president of an ACCT member two-year postsecondary institution board or state board for two-year postsecondary institutions is eligible to receive this award. All current members of the ACCT Board of Directors are ineligible for the Equity Award on an individual basis. However, any member college board, including colleges whose boards include an ACCT Board member, is eligible to receive an equity award on behalf of its institution.

The criteria for this award:

Demonstrable evidence of leadership in setting policies, championing an environment of inclusivity, and ensuring results for the enhancement and expansion of opportunities for minorities and women in such areas as:

- Enrollment (i.e., growth in a diverse student population)
- Successful completion (i.e., offer an environment for minority students to be successful)
- Participation in college majors that lead to better paying, higher mobility jobs (i.e., curriculum offerings, partnerships/articulation agreements, and/or financial assistance)
- Campus environment (i.e., meeting the needs of a diverse student population)
- Employment and promotion (i.e., commit to employing a diverse staff; provide resources and an environment for all students to succeed)
- Involvement of college in minority community (i.e., outreach to a diverse community)
- Representation of board of trustees, committees, and advisory groups of the college (i.e., actively seek diverse representation)
- Contracting and vendor participations with the college (i.e., actively seek diverse representation)

Chief Executive Officer

Any chief executive officer (must be currently serving when nomination is submitted) of an ACCT member two-year postsecondary institution board or state board for two-year postsecondary institutions is eligible to receive this award.

The criteria for this award:

- What has the CEO initiated or helped to develop in the area of innovative programs used in two-year postsecondary institutions?
- How has the CEO served on technical or special committees serving two-year postsecondary education, and what impact did this effort have in the community, state, or nation?
- How has the CEO demonstrated a “caring attitude” toward the board of trustees, administrators, faculty, and students?
- How has the CEO been active in developing, organizing, or supporting state and/or national two year postsecondary education associations?
- What has the CEO published in the area of two-year postsecondary educational concepts?
- What awards or honors has this CEO received in recognition of leadership in the college, community, or nation?
- What outstanding characteristics of this CEO motivated you to nominate him or her?

Faculty Member

Any full-time instructor (must be employed when nomination is submitted) or an ACCT member two-year postsecondary institution or state board for two-year postsecondary institutions is eligible to receive this award.

The criteria for this award:

- In what ways has the educator demonstrated excellence in teaching?
- What has this educator initiated and helped to develop in the area of innovative programs used in two-year postsecondary institutions?
- How has this educator served on technical or special committees that have positively affected the community, state, or nation?
- How has this educator provided leadership in helping to solve challenges facing two-year postsecondary education?
- How has this educator been active in developing, organizing, or supporting state and/or national two year postsecondary associations?
- What awards or honors has this educator received in recognition of leadership in the college or community?

Professional Board Staff

Any board staff member (i.e., an administrative assistant or executive secretary to the president/superintendent) of an ACCT member two-year postsecondary institution is eligible to receive this award. Those currently serving on the ACCT Professional Board Staff Network Executive Committee are not eligible to receive this award.

The criteria for this award:

- In what ways has this staff member demonstrated a service leadership role toward the members of the board of trustees, administrators, faculty, students, and community?
- How does this staff member demonstrate performance in support of the board/CEO team?
- How has this staff member assisted the board/CEO team in developing or initiating innovative projects for your institution?

- What professional development activities at the national and/or state level has this staff member pursued?
- What other continuing education activities has this staff member pursued?
- What recognition has this staff member received for his/her leadership or involvement in the college or community?
- What outstanding characteristics motivated you to nominate this staff member?

Prepared by the President's Office.

RECOMMENDATION:

The trustees express their support, or not, for submitting nominations. If supportive, indicate who will take the lead role.

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #12: Assessment of Board Activity (for information)

Northwest Commission on Colleges and Universities Standard 2.A Governance

BACKGROUND:

This agenda item provides an opportunity for the individual Trustees to report on community contacts they have made and/or meetings they have attended since the previous Board meeting. This reporting process 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.

During the August 23 Board Retreat, a *Trustees Activity Report* Template was reviewed. A blank of the report is included in the Board packet for the Trustees to complete and connect their activities with their goals.

Prepared by the President's Office.

RECOMMENDATION:

None.



2012-13

INNOVATION/PARTNERSHIPS — The Board will establish and foster business, industry, and community connections to the college, which will lead to innovation and new or expanded programs arising from those connections. The Board will establish and maintain policies that promote regular college interaction with business and industry to enhance the economic health of the district. The Board will continue its practice of formal recognition of business/industry support of college students and programs, coordinating that recognition where appropriate.

(Champion Trustee Mike Wren)

ACCESS — The Board will establish and maintain policies to insure open access and opportunity for all students, employees, employers, and communities, communicating those policies to the district. The Board will endeavor to hold meetings, both on campus and off campus with stakeholder groups throughout the college district such as school district boards, county commissioners, city officials, economic development organizations, etc. The purpose of the meetings is to allow Trustees to participate in information exchange and problem solving.

(Champion Trustee Anna Franz)

STUDENT ACHIEVEMENT — The Board will recognize and promote student success, continuing the practice of sending written acknowledgement to students to recognize their achievement. In addition to Commencement, Trustees will endeavor to attend other ceremonies and meetings to recognize and celebrate student success.

(Champion Trustee Mike Blakely)

COLLEGE CLIMATE — The Board will establish and maintain policies that promote a safe, welcoming environment for students, employees, and citizens for college activities throughout the district. The Board will encourage events and activities on campus to recognize staff achievement and bring more people to our campus for exposure to the college.

(Champion Trustee Jon Lane)

RESOURCES — The Board will establish and maintain policies that pursue funding for programs, capital improvement, personnel and equipment. Board members will be involved at the local, regional, state, national and international levels to identify opportunities to secure additional resources for the college.

(Champion Trustee Stephen McFadden)

Trustee Activities Report

Trustee Name: _____

Board Meeting

Date: _____

Number of Student Contacts: _____

Legislative
Contacts: _____

Innovation/Partnerships Access Student
Achievement

College Climate Resources

Community
Activities: _____

Innovation/Partnerships Access Student
Achievement

College Climate Resources

College
Activities: _____

Innovation/Partnerships Access Student
Achievement

College Climate Resources

SBCTC TACTC
Activities: _____

Innovation/Partnerships Access Student Achievement
 College Climate Resources

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #13: Regularly Scheduled Board Meeting Date (for action)

BACKGROUND:

The next Board meeting is scheduled on June 14, 2013 at 1:00 p.m.

Prepared by the President's Office.

RECOMMENDATION:

None

BIG BEND COMMUNITY COLLEGE

Date: 5/23/13

ITEM #14: Miscellaneous (for information)

BACKGROUND:

6/14/13 Commencement Day Schedule
1:00-3:00 Campus Wide Pre Commencement Banquet
3:00-5:00 Board Meeting
5:00-6:00 Dinner
6:30 Commencement Walk Line up
7:00 Commencement (Lion's Field)

President Leas communicated with the Governor supporting aerospace. The letter is attached.

President Leas accompanied Trustees Mike Blakely and Jon Lane to the TACTC Conference in Anacortes May 16-17.

Prepared by the President's office.

RECOMMENDATION:

None.



May 14, 2013

The Honorable Jay Inslee
Governor of Washington
PO Box 40002
Olympia WA 98504-0002

Dear Governor Inslee:

Thank you again for taking time from your busy schedule to allow us to meet with you and your staff during your March 29 visit to Moses Lake for the Aviation Technical Services (ATS) grand opening. I am writing as a follow-up to our conversation to give you additional information about Big Bend Community College's (BBCC) programs that support aerospace careers locally, across the state and country. These programs help meet the growing demand for pilots and aviation maintenance technicians:

- According to the Boeing Pilot and Technical Outlook report, there will be a need for 111,000 new pilots in North America in the next two decades.
- Demand for new Aviation Maintenance Technicians is estimated at nearly 30,000 new trained mechanics to replace those approaching retirements.

Big Bend Community College is addressing these challenges in a variety of creative ways:

Big Bend partners with Inland Helicopter of Spokane to offer helicopter flight training in Moses Lake and Spokane. This innovative public-private partnership allows BBCC students a relatively low-cost option for helicopter training and allows eligible Inland Helicopter trainees to access federal financial aid, including VA benefits, to fund their education.

Big Bend has a long-term partnership with Central Washington University (CWU) to offer students an opportunity to earn a Bachelor of Science degree in Aviation from CWU on the Big Bend campus in Moses Lake. BBCC and CWU share a faculty member, who provides flight training for BBCC and teaches classes for CWU on the BBCC campus. This innovative arrangement takes advantage of each institution's strengths, reduces unnecessary duplication of services and staff, and minimizes time and financial costs for students.

The Honorable Jay Inslee

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May 14, 2013

Big Bend is exploring new developments in the aerospace industry and reviewing opportunities for new programs.

For example, BBCC's Aviation Maintenance Technician (AMT) program added a full-time instructor last year anticipating the growing demand for skilled technicians from employers like ATS, Boeing, Sonico, and others. The AMT program is also expanding offerings in composite materials to train technicians to work on new generations of aircraft.

Big Bend's aviation flight training (AFT) program, largest in the Pacific Northwest, is developing new offerings related to Unmanned Aerial Systems (UAS), in order to meet potential new demand for commercial uses of unmanned aircraft. This initiative is part of BBCC's partnership with the Port of Moses Lake and other entities to obtain FAA approval for the proposed Pacific Northwest UAS Flight Center in Moses Lake. We hope you and our other elected officials continue to advocate for Moses Lake to become one of the six UAS test sites. These exciting opportunities to serve the aerospace industry come with formidable challenges with which you and your staff may assist.

Big Bend owns a fleet of 25 aircraft, allowing student pilots to train in both single-engine and twin-engine aircraft to earn their commercial pilot training as well as to qualify for certification to become a flight instructor. Fleet ownership is a more practical and economical approach, which is illustrated by the cost of leasing by CWU, BBCC's low program costs, and economic challenges confronting fixed-based operators.

While BBCC's fleet is in good shape and provides reliable training for our students, many of the planes are more than 30 years old. Parts for maintenance are increasingly expensive and unavailable; thus, market forces press for replacement. The college will need to replace most of its fleet over the coming decade. The price tag for these replacements will be in excess of \$7 million. Ironically, no obvious source of funding for these replacements exists. They do not meet the current requirements for capital funding even though they are "classrooms on wheels" that last more than 30 years.

Central Washington University President Jim Gaudino and I have explored the possibility of obtaining funding from the state's transportation budget, reasoning that aviation flight training is an important transportation need, but that budget is so heavily leveraged funding is not available.

In addition, aircraft greatly exceed typical expenditures for equipment funding, so state funding for replacing the fleet appears to be unlikely. BBCC's AFT program is already the most expensive for students; if we increase student fees to replace the fleet, we risk imposing for many students an insurmountable barrier that would undermine our efforts to provide skilled pilots for Washington's aerospace industry. We respectfully ask you and your staff for guidance with this dilemma, so that we may provide safer, more contemporary aircraft in which students can learn.

The Honorable Jay Inslee

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May 14, 2013

Again, thank you for visiting with us. I hope this correspondence improves your understanding of BBCC's aerospace-related programs, its many partnerships, and commitment to serving the needs of our state's aerospace employers.

Sincerely,



Terrence Leas, Ph.D.

President

Copies: Marty Brown, Executive Director, SBCTC
Sheila Collins, Eastern Washington Regional Representative
Dr. James Gaudino, President, Central Washington University
James Paribello, Policy Advisor for Economic Development
Alex Pietsch, Director, Governor's Office of Aerospace