

Columbia Basin College
 Board of Trustees' Annual Retreat
 Minutes
 August 28, 2009
 Beers Board Room – 9:00 a.m.

Members in attendance: Sal Beltran, Gary Culbert, Reneé Finke, Wayne Martin, Enriqueta Mayuga

Others in Attendance: Donna Campbell, Rich Cummins, Curt Freed, Camie Glatt, Maddy Jeffs, Joe Montgomery, Frank Murray, Bill Saraceno, Martin Valadez

The Agenda	The Discussion	Action
Call to Order	Meeting called to order by Chair Beltran at 9:04 a.m.	
Agenda Changes	<ul style="list-style-type: none"> • None 	
Opening Comments	<ul style="list-style-type: none"> • Chair Beltran welcomed everyone to the meeting and stated he is looking forward to the 2009-2010 academic year. 	
Board Workshop and End States	<ul style="list-style-type: none"> • President Cummins asked the Board for their perspective on the segment of the mission statement that states, “Columbia Basin College exists...physical/emotional well-being.” • President Cummins discussed the benefits of positive psychology: <ul style="list-style-type: none"> • Positive affect; • Positive work environment; • Positive enabling institution. • The Trustees would like to see the Board of Trustees’ meeting minutes posted on the CBC website. 	<ul style="list-style-type: none"> • The mission statement will remain as it is. • The next steps: <ul style="list-style-type: none"> • Decide on a model for end states report; • Describe the goal on the emotional-well being portion; • Develop indicators for measures. • Joe Montgomery, Dean for Intuitional Research, and President Cummins will continue to collaborate with the vice presidents and develop a model for emotional well-being. • Approved Board meeting minutes will be posted to the CBC website beginning with the minutes from this meeting.

<p>Accreditation Update</p>	<ul style="list-style-type: none"> • Curt Freed, Dean of Health Sciences, presented an accreditation update: <ul style="list-style-type: none"> • Core Accreditation Committee members: <ul style="list-style-type: none"> • Donna Campbell • Rich Cummins • Curt Freed • Maddy Jeffs • Melissa McBurney • Deborah Meadows • Joe Montgomery • Todd Rogers • Year three accreditation report is complete and will be sent Monday, August 31, 2009, and will arrive at the accreditation office on September 1, 2009. • A report is due every six months: year five will be due March 1, 2010, and year seven will be due September 1, 2010. • The process is a collegial effort this time; CBC has been asked by two other colleges to mentor them during their accreditation process. • Some aspects of the report requires Board input: <ul style="list-style-type: none"> • Mission composed of six end states; • Grade; • Board self-evaluation. 	<ul style="list-style-type: none"> • “Board Self-evaluation” will be an October 5, 2009, agenda item.
<p>Current Business Environment: Implications and Directions</p>	<ul style="list-style-type: none"> • President Cummins gave an overview of the current economic environment of the College: <ul style="list-style-type: none"> • Current financial picture looks grim; possibly facing a \$1 million cut beginning in this year or a possible \$2 million cut beginning July 2010; the budget cuts depend on the appeal to the government regarding stimulus funding. • Columbia Basin College remains strong even with cutbacks; • Enrollment Management Team is meeting weekly; enrollment rate is good; currently 70% fill rate. • Vice Chair Martin wants to see a three budget scenarios: <ol style="list-style-type: none"> 1. Worst case - \$2 million cut. 	

<p><i>Current Business Environment: Implications and Directions, Con't.</i></p>	<p>2. What changes would CBC see if there is improvement to the state budget?</p> <p>3. What is the best CBC can ever hope for until budget crisis ends?</p> <ul style="list-style-type: none"> • Vice Chair Martin wants a public awareness pie chart of percentages of budget cuts. <ul style="list-style-type: none"> • Bill Saraceno, Sr. Vice President of Administration, Frank Murray, Director of College Relations, and President Cummins will craft something for the press Public Information Officers. 	
<p>Working Lunch – Budget Discussions and Tours</p>	<ul style="list-style-type: none"> • During lunch, budget discussions continued. Prior to the retreat, Bill Saraceno distributed to the Trustees: <i>A Financial and Capital Overview: Plus a Safety & Sustainability Overview Update</i> and a <i>Columbia Basin College Campus Sustainability Committee</i> information booklet. • At the conclusion of lunch, Bill Saraceno gave a tour of the completed B-Building and a tour to the V-Bldg. construction site. <ul style="list-style-type: none"> • Since the Board Retreat is his last regular meeting before his term ends in September, Trustee Culbert was honored for his contributions to CBC while at the V-Bldg. construction site. <ul style="list-style-type: none"> • The Welding Department is making a bench to put near an oak tree that will be planted in front of the V-Bldg. • A personalized plaque will be placed on a concrete wall next to the bench. • Lee Thornton, past president of CBC, sent an email to President Cummins regarding Trustee Culbert's dedication and commitment to CBC and asked him to read it during the ceremony. 	
<p>Instructional Futures Discussion</p>	<ul style="list-style-type: none"> • Columbia Basin College is seeking ways actively seeking ways for people to obtain training: <ul style="list-style-type: none"> • A two-year Associate in Applied Science in Nuclear Technology with an Instrumentation and Control option has been approved: <ul style="list-style-type: none"> • The Nuclear Technology program is being totally funded by Hanford contractors and Nuclear Regulatory Commission grants. • The program will begin fall quarter 2009 with evening classes. 	

<p><i>Instructional Futures Discussion, Con't.</i></p>	<ul style="list-style-type: none"> • Columbia Basin Leadership Fellows program is being constructed and will run as a self-sustaining entrepreneurial effort. <ul style="list-style-type: none"> • The academy leader is Doug Crandall, who recently left West Point, where he taught leadership courses for several years. • The year-long program will include guest lectures by prominent scholars from Harvard, Stanford, the Air Force Academy, and the University of Washington. • CBC is offering 21 Short-Term Certificates (less than 20 credits) and all are sponsored with grant funding. • President Cummins distributed an article from the August 24, 2009, <i>Community College Week</i> publication: “Historic Downtown, Unprecedented Opportunity: Obama’s Community College Plan Elicits Both Praise and Concern” by Paul Bradley. The article explains Obama’s plan clearly and succinctly. • Frank Murray distributed a list of <i>Tri-City Herald Clippings</i>; the list includes articles, ads, and whenever the College was listed in the news from 9/2/08 to 5/29/09. • Bill Saraceno gave an update on the Emergency Plan. During the past year, many of the safety and security features of our campus have been updated and enhanced including: <ul style="list-style-type: none"> • Hand sanitizing stations throughout campus, Emergency Classroom Preparedness Response posters, H1N1 flu posters, and the inclusion of campus safety information in class syllabi; • The campus also conducted a successful tabletop exercise with Pasco Police Department and Benton Franklin Emergency Management. Another exercise will be held on campus sometime this year geared toward specific buildings. These exercises help our EOC team work together to fine tune the emergency plan as well as their roles in the event of a campus emergency; • The CBC Health and Safety Committee and Administration have provided emergency kits to all building representatives to help prepare them to help students, faculty, and staff in the event of a campus emergency. 	
<p>Executive Session RCW 42.30.110(1)(g): To review the performance of a</p>	<ul style="list-style-type: none"> • Executive Session began at 2:10 p.m. for 20 minutes and concluded at 2:30 p.m. 	

public employee		
Discussion FY09-10 Budget	<ul style="list-style-type: none"> • Bill Saraceno reported on the FY09-10 budget. 	<ul style="list-style-type: none"> • The FY09-10 Budget will be a Consent agenda item at the October Board of Trustees' meeting.
Adjournment: 3:15 p.m.	Next Regular Meeting October 5, 2009, 4:00 p.m.	Bg

Salvador Beltran, Chair