Columbia Basin College
Board of Trustees'
Minutes
November 5, 2012
Beers Board Room–4:00 p.m.

Members in attendance: Sherry Armijo, Kedrich Jackson, Enriqueta Mayuga, Sal Mendoza (absent-excused), Duke Mitchell
President Cummins, Secretary to the Board; Lupe Perez, Recording Secretary
Others in Attendance: Ty Beaver, Pat Campbell, Cathy Clary, Carrie DeLeon, Camie Glatt, Carol Groce, Kevin Hartze, Rosa Hernandez, Don Humphrey, Maddy Jeffs, Ty Jones, Daphne Larios, Bill McKay, Deborah Meadows, Joe Montgomery, Frank Murray, Joyce Oates, Gary Olson, Brett Riley, Bill Saraceno, Alice Schlegel, Mark Taff, Martin Valadez, Sylvia Withers, Amanda Wysocki, Ruben Zecena

The Agenda	The Discussion	Action
Call to Order	Meeting called to order by Chair Mitchell at 4:00 p.m.	
Agenda Changes	• Mr. Kedrich Jackson was introduced as CBC's new Trustee replacing Reneé Finke. Trustee Jackson is a mechanical engineer who retired from Microsoft after 21 years of service. He is now running his father's tax consultant business in Pasco.	
Approval of Minutes	• October 8, 2012, Board of Trustees' Meeting	• Trustee Mayuga moved and Trustee Jackson seconded the motion to approve the October 8, 2012 minutes. Approved unanimously.
Celebrating Excellence Human Development Course Team	<u>President Cummins</u> • Introduced the Human Development Course (HDEV 199) that was implemented this quarter for students who scored below college level in two disciplines on COMPASS test. • Maddy Jeffs, Vice President of Student Services introduced the four counselors doing a yeoman's job on the preparation and implementation of course material: Carrie DeLeon, Sylvia Withers, Joyce Oates, and Cathy Clary. • Cathy Clary thanked everyone for the opportunity to develop this course. Getting lots of positive feedback after seven weeks of class.	
Remarks President	<u>President Cummins</u> • October – Chaired NWCCU visit to Umpqua Community College in Roseburg, Oregon. • As part of student success efforts Hawk Central is in place. President Cummins (Daffy Duck) went through the entire 'new student' experience. Very satisfied with the experience and feels it's a terrific system with a few bugs. Hawk Central opened on October 22nd. Comments have been positive. • CBC is listed as military friendly in the Guide to Military Schools • Met with two veteran students interested in getting a veteran's monument placed on campus. Foundation office will be working with them on this project.	
Vice-President Diversity/Outreach	<u>Martin Valadez</u> • CBC accomplishments were mentioned in the HACU magazine *The Voice of Hispanic*	

	Higher Education; CAMP program received a $420,960 grant to continue for another five years, Martin Valadez was noted as being a member of the 2012 Class of E. Kika de la Garza fellow and was only one of two "Executive Fellows," and there was an article and pictures of "The Hispanic College Quiz" where one of our student's and former CAMP scholar, Veronica Ortiz, participated in and was accompanied by Martin Valadez. This is evidence of the benefits attained as part of our affiliation with HSI and HACU.	
Vice-President Instruction	<u>Curt Freed</u> • Faculty Excellence – Annual awards from Foundation - $52,000 available this year. Selection committee will award funding on proposed projects from faculty. • Accreditation – Year Three report will be submitted September, 2013 on Recommendation 1 and 2, which will bring an accreditation site visit to CBC.	
CEO, Foundation	<u>President Cummins for Bob Rosselli</u> Planetarium: • VIP luncheon with Astronauts – December 4th, 2012, 12:00-1:00PM Foundation office • Dedication/Ribbon Cutting – December 5th, 2012, 10:00-11:00AM Annual Campaign: • Grossed $4800 Save the Date: • Foundation Board Holiday Party – December 9th, 4:00-7:00PM, at Bob Rosselli's	
ASCBC, President	<u>Ruben Zecena</u> • This year both the Leadership Council and ASCBC student leaders were given the opportunity to attend the Legislative Academy. It took place in Olympia the first weekend of November. The main focus of the Legislative Academy was to inform students on Legislative platforms in the community and technical college system. This was a great opportunity, and it gave students the chance to make connections with other student leaders across Washington State and exchange ideas. Their presentation was on the topic of undocumented students, and even though they didn't win, they made others aware of the issue.	
ASCBC, SAB Officer	<u>Rosa Hernandez</u> • On October 17th, the ASCBC hosted a tailgate party on the soccer field, prior to the women's soccer game and volleyball game. There were carnival games, juggling contests and free food for all who attended. Gift cards were given away. There was a turnout of 150 CBC students and fans who came out to support student athletes. This event created a stronger athletic fan-base as well as brought in new students who were not familiar with the athletic department.	

Faculty Senate Chair	<u>Don Humphrey</u>
	• Faculty Senate Chair
	  ○ Prepares agendas for meetings
	  ○ Holds elections when needed
	  ○ Learning about shared governance	

AHE Classified Staff Board Members	Mark Taff • AHE met on October 23rd Carol Groce • No report. Trustee Armijo • Attended GISS conference with President Cummins and Trustee Mitchell. Very pleased with conference. Trustee Mayuga • No report. Trustee Jackson • No report. Trustee Mitchell • 10/9/12 – Attended CBC Legislative Luncheon • 10/10/12 – Attended WSU-TC Legislative Luncheon as CBC Representative • 10/10/12 – Attended WSU-TC Veterans Memorial Dedication Ceremony as CBC Representative • 10/17/12-10/19/12 – Attended the Washington State Trustees Association of Community and Technical Colleges (TACTC) sponsored Governance Institute for Student Success (GISS) Conference in Seattle; made possible by funding from the Bill & Melinda Gates Foundation • 10/25/12 – Attended funeral for Trustee Mendoza's sister and niece in Prosser, WA; along with Dr. Rich Cummins, former CBC Trustee Sal Beltran, and CBC Vice President for Diversity and Outreach Martin Valadez • 10/26/12 – Attended WSU-TC Monthly Advisory Council Meeting as CBC representative • 11/5/12 – Participated in first ever telephone conference call of the TACTC's new Visioning Committee (long range planning). This new committee is chaired by Tim Douglas, Chair of the TACTC. Trustee Mitchell was invited to be a founding member of the committee while attending the TACTC sponsored GISS Conference in October 2012.	
Student Success GISS post-conference follow-up	President Cummins • Spoke with external evaluator from Nebraska and discussed concern with covering same information as past conference. Thought conference was terrific but felt agenda could evolve differently. Thursday's evening presentation was very powerful. Trustee Mitchell • Feels the same about the repetitiveness of conference material. Would like videos shown at conference shared with others.	• President Cummins will be sharing the videos with Trustee Mitchell, and will ask for press conference videos.

	Trustee Armijo • Very pleased and impressed how Washington State is ahead of the game.	
Reports Access Monitoring Report	Joe Montgomery & Amanda Wysocki Enrollment: • CBC continues to capture about 25% of recent graduates from local area high schools. Kamiakin High School was the largest feeder school in fall 2011, a change from previous years when Pasco was historically the largest feeder school. Much of this can be attributed to the opening of Chiawana High School, which split Pasco School District's secondary students between the two schools. Together, Pasco and Chiawana provide the largest number of Hispanic high school graduates to CBC. E-learning: • Online enrollments are showing an upward trend. More students are attending CBC exclusively online (9.4%) and more students than ever are taking at least one class online (32%). • Methods and best practices for development of the Virtual Campus, which will include explorations of competency-based degrees, will be initiated this year. Student Ratings: • Overall, CBC continues to provide consistent and reliable access to those seeking educational opportunities in Benton and Franklin counties. Enrollments for the college remain at acceptable levels, meeting the college's state enrollment allocation and the college's internal enrollment goals. Distance learning continues to grow, almost doubling over the last ten years. Running Start continues to be an important source of enrollment for the college, with almost 18% of degree-seeking students taking advantage of this opportunity. • Student survey ratings of their experiences at CBC were moderately to highly favorable. • Expect student satisfaction to be higher next year because of improvements to the College website and the addition of Hawk Central, which will continue to fine-tune throughout the year to provide maximum customer service in areas of admission, registration, financial aid, counseling, advising, and other important student services. Conclusion: • Access to CBC remains vitally important to our community. Numerous studies predict that a full two-thirds of our state's workforce will need to have some sort of post-secondary credential, certificate, or degree.	• Will have addendum to this report in December. • Joe will update numbers on hybrid classes.

Discussion LAC Primary & Secondary Reps.	<u>Trustee Mitchell</u> • Legislative Action Committee representatives discussed, and volunteers requested.	• Trustee Mitchell – primary • Trustee Jackson – secondary
Mandatory Reporting of Child Abuse	<u>Camie Glatt, VP-Human Resources/Legal Affairs</u> Mandatory Reporting of Child Abuse Policy Objective – Administrative Policy (TBD) – Adopted October 2012: • It is the policy of Columbia Basin College ("CBC" or the "College") that all employees report child abuse and neglect. The report must be made at the first opportunity, and never later than 48 hours after a college employee has reasonable cause to believe that a child has suffered abuse or neglect. This policy complies with Senate Bill 5991, which amended RCW 26.44.030, an Act relating to reporting child abuse or neglect, and RCW 28B.10.846, adding reporting responsibilities to employees of institutions of higher education. • CBC will communicate this policy to all employees on an annual basis to ensure that they have knowledge about mandatory reporting responsibilities. RCW 28B.10.846(2) • The Vice President of Human Resources & Legal Affairs is the College's designee to receive reports and provide guidance regarding an employee's reporting obligation.	
Transforming Lives Awards	<u>President Cummins</u> • The TACTC Transforming Lives: Building America Awards recognize current or former students whose lives have been transformed by attending a Washington state community or technical college. The TACTC Awards Committee will select five winners from the nominations submitted by the Washington community and technical colleges. • All nominees will be invited to attend, at TACTC's expense, the TACTC Legislative Contact Conference (January 29, 2013, at the Red Lion Hotel in Olympia), where they will be honored during the Transforming Lives: Building America Dinner. Award winners will be the featured speakers and each recipient will receive a $500 cash award from TACTC. Criteria: • The nominee may be either a current or former Washington community or technical college student who has completed or made significant progress toward completing a degree or certificate that has helped him/her prepare for or be successful in a competitive workforce. • The nominee must share a compelling story about overcoming barriers to achieve higher education goals and how the education and support received at his/her community or technical college was life transforming.	• One nomination has been received, will be working on others. • Will send final nominations to Trustees by December 1, 2012

	• One student from each college can be nominated by the local board of trustees. Deadline: • Nominations must be received by TACTC by Friday, December 21, 2012 • Award winners will be notified by Friday, January 11, 2013	
Consent	• President's Contract	• Trustee Armijo moved and Trustee Mayuga seconded the motion to approve Consent agenda. Approved unanimously.
Public Comments	• None	
Executive Session	• RCW 42.30.110(l)(c): To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. • RCW 42.30.110(l)(i): To discuss with counsel the potential of litigation	• 5:26 p.m. went into Executive Session • 5:36 p.m. requested additional 10 minutes
Adjournment: 5:45 p.m.	Next Regular Meeting Beers Board Room December 10, 2012, 4:00 p.m.	lp

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David Mitchell, Chair