

Columbia Basin College  
Board of Trustees' Meeting  
Minutes  
September 9, 2013  
Beers Board Room – 4:00 p.m.

Members in attendance: Sherry Armijo, Kedrich Jackson, Enriqueta Mayuga, Duke Mitchell

President Cummins, Secretary to the Board; Lupe Perez, Recording Secretary

Others in Attendance: Dawn Alford, Ben Beus, Kamara Brooks, Pat Campbell, Katie Carbarry, Erika Davis, Leonor de Maldonado, Marcia Fuher, Keeley Gant, Camie Glatt, Mike Grinnell, Ty Jones, Daphne Lightfoot, Melissa McBurney, Bill McKay, Betty Mendoza, Joe Montgomery, Elizabeth Moon-Patrick, Frank Murray, Janet O'Neil, Frank Powers, Brett Riley, Bob Rosselli, Bill Saraceno, Mark Taff, Virginia Tomlinson, Amanda Wysocki

The Agenda	The Discussion	Action
Call to Order	<ul style="list-style-type: none"> <li>• Meeting called to order by Chair Mitchell at 4:00 p.m.</li> </ul>	
Agenda Changes	<ul style="list-style-type: none"> <li>• None</li> </ul>	
Approval of Minutes	<ul style="list-style-type: none"> <li>• August 23, 2013</li> <li>• Chair Mitchell's second year as chair and is pleased to be working in this position, and hopes to keep agenda moving smoothly allowing for discussion.</li> </ul>	<ul style="list-style-type: none"> <li>• Trustee Armijo moved and Trustee Jackson seconded the motion to approve the August 23, 2013 minutes as written. Approved unanimously.</li> </ul>
Celebrating Excellence Financial Aid	<p><u>President Cummins</u></p> <ul style="list-style-type: none"> <li>• Financial Aid group are the ones who stand between a lot of our students and not getting an education. Thanked group for all their hard work and effort in ensuring timely response.</li> </ul> <p><u>Pat Campbell</u></p> <ul style="list-style-type: none"> <li>• Acknowledged hard work by group with over \$150 billion paid out nationally. Appreciates all the hard work and effort put in by the CBC financial aid office ensuring students receive their funds in a timely manner. Ben Beus was introduced as the new Financial Aid Director replacing Ceci Ratliff who has retired from CBC.</li> </ul> <p><u>Ben Beus</u></p> <ul style="list-style-type: none"> <li>• Happy to be here at CBC – FA Mission Statement: "We are here to help students attain their educational goals by providing the resources within federal, state, and institutional guidelines in a prompt and friendly manner."</li> <li>• 2012-13: <ul style="list-style-type: none"> <li>○ Assisted in the creation of Hawk Central.</li> <li>○ Continue to see decreases in federal student loan default rate. Latest 2 yr. "draft" default rate for 2011 is 7.8%, first time below 8% since 2001.</li> <li>○ Over \$21 million awarded to 6,636 students for an average annual financial aid award of nearly \$3,200 per student.</li> <li>○ \$1.2 million in scholarships, first year CBC has broken the million dollar mark. <ul style="list-style-type: none"> <li>▪ \$470,000 from CBC Foundation, rest were outside scholarships</li> </ul> </li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>▪ \$760,000 from CBC Foundation for 2013-14</li> <li>• 2013-14: <ul style="list-style-type: none"> <li>○ Have reviewed nearly 3,000 completed financial aid files and 2,700 students have been awarded financial aid and/or scholarships.</li> <li>○ Already awarded \$18.9 million</li> </ul> </li> <li>• Introduced Financial Aid staff: Janet O’Neil, Daphne Lightfoot, Erika Davis, Kamara Brooks, Elizabeth Moon-Patrick, Marcia Fuher, Betty Mendoza</li> <li>• Chair Mitchell congratulated the Financial Aid group and thanked them for all their efforts in helping ensure student success.</li> </ul>	
Linkage with Community	<ul style="list-style-type: none"> <li>• None</li> </ul>	
Remarks Administration	<p><u>President Cummins</u></p> <ul style="list-style-type: none"> <li>• Introduced and welcomed Dr. Virginia Tomlinson as the new Executive Dean for Arts &amp; Sciences Division. Dr. Tomlinson comes to us from Spokane Community College where she served as Dean of Arts &amp; Sciences.</li> <li>• Serving on accreditation team for visit to Tillamook, Oregon, October 7-10, 2013</li> <li>• House Higher Ed visiting/touring CBC Health Science Center on September 19, 2013 <ul style="list-style-type: none"> <li>○ Panel on healthcare</li> <li>○ Tour following</li> <li>○ Lunch hosted by Kadlec</li> </ul> </li> <li>• October 1, 2013 – Legislative Luncheon hosted by President Cummins, Board Room at 12:00pm</li> <li>• In-service 2013 schedule has been finalized <ul style="list-style-type: none"> <li>○ All-Campus Welcome – September 18<sup>th</sup>, 9:00am, CBC Theatre – Trustees welcome to attend</li> </ul> </li> <li>• CBC news packet distributed</li> </ul>	
Foundation	<p><u>Bob Rosselli</u></p> <ul style="list-style-type: none"> <li>• Longtime benefactor, Leutia Matheowitz has provided a monetary gift to support general studies. She is a huge supporter of education and believes strongly in the growth of young people. <ul style="list-style-type: none"> <li>○ Debbie Risk from the Foundation Office has been a great friend to Ms. Matheowitz</li> </ul> </li> <li>• Combat Veterans International participated in West Richland’s Hogs &amp; Dogs Fundraiser and voted to donate \$5,600 for Veterans support. A few years ago, this same group donated \$19,000.</li> <li>• Signed a New Estate gift on behalf of Leona Inglima. Her nephew Charles Gusenza wanted to leave a gift in her name. The exact value is unknown but could be in the six figures.</li> <li>• Hispanic Business Initiative – working with this group of businesses to build a relationship and get them involved with CBC scholarships. This Thursday and Friday, Bob is meeting with the Hispanic Chamber and Prudential to sponsor a young professional event and a business seminar on those respective days for Hispanic representatives.</li> <li>• Golf tournament is this Friday at Horn Rapids. Noon shotgun start followed by dinner and raffle.</li> </ul>	

<p>ASCBC</p> <p>Faculty Senate</p> <p>AHE</p> <p>Classified</p> <p>Board Members</p>	<ul style="list-style-type: none"> <li>• Scholarship reception – October 11<sup>th</sup>, 10:00am at the Pasco Red Lion – This is the opportunity for students to meet donors</li> <li>• Presented fliers for Planned Giving Seminars: Retirement Planning on Sept. 26 and Oct. 3. Also sessions on October 8 &amp; 15.</li> <li>• First Annual Appeal of the school year we will use a short mailer rather than a letter.</li> </ul> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><u>Katie Carbary</u></p> <ul style="list-style-type: none"> <li>• New Faculty Senate Chair</li> <li>• October 4, 2013 – first meeting – will report back</li> </ul> <p><u>Mark Taff</u></p> <ul style="list-style-type: none"> <li>• Planning Labor Management Committee Meeting.</li> <li>• There will be a workshop on the contract during in-service.</li> </ul> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><u>Trustee Armijo</u></p> <ul style="list-style-type: none"> <li>• Attended Nuclear Tech ceremony – very well done.</li> <li>• Thanked President Cummins for his work with the Pasco Chamber.</li> </ul> <p><u>Trustee Mayuga</u></p> <ul style="list-style-type: none"> <li>• Inquired on Martin Valadez’ status. President Cummins stated Martin has resigned his position as Vice President of Diversity &amp; Outreach. Will discuss successor/position later.</li> <li>• Welcomed Dr. Tomlinson.</li> </ul> <p><u>Trustee Jackson</u></p> <ul style="list-style-type: none"> <li>• His daughter is signed up for Running Start and online classes at CBC.</li> </ul> <p><u>Chair Mitchell</u></p> <ul style="list-style-type: none"> <li>• Kudos to CBC! Very impressed with the new faculty bios.</li> <li>• Nothing to report on committee work.</li> <li>• Attended retreat at Suncadia on September 10<sup>th</sup> as TACTC representative.</li> <li>• Participating in CBC Golf Fundraising Tournament this Friday.</li> <li>• On travel September 17-22 to Colorado for his U.S. Air Force Academy Reunion.</li> </ul>	
<p>Student Success</p> <p>Cohort of pre-college Math, English, and Human Development project</p>	<p><u>President Cummins</u></p> <ul style="list-style-type: none"> <li>• Addressing concern of students failing two out of three Compass tests to place them in college level courses.</li> <li>• Cohort group – small pilot group starting in fall for students one or two quarters away from on-level courses.</li> </ul>	

	<p><u>Frank Powers</u></p> <ul style="list-style-type: none"> <li>• Getting faculty lined up willing to teach blocks of classes with same group of students.</li> <li>• Need to develop a successful business model and how to judge our success.</li> <li>• Trustee Jackson asked if there are any Financial Aid restrictions? Pat Campbell confirmed if course is required for degree it's covered.</li> </ul>	
<p>Reports</p> <p>Reading of Unfair Labor Practice 25018-U-12-6400/11609-PSRA</p> <p>New Faculty</p> <p>Tenure Status and Process</p>	<p><u>President Cummins</u></p> <ul style="list-style-type: none"> <li>• Read Notice to Employees</li> </ul> <p><u>President Cummins</u></p> <ul style="list-style-type: none"> <li>• 15 new faculty members <ul style="list-style-type: none"> <li>○ Orientation – September 20</li> <li>○ Shared bios for new faculty with Board</li> </ul> </li> <li>• Chair Mitchell welcomes new faculty to CBC and wishes them much success. Very impressive bios</li> <li>• Randy Hubbs changed to 60% position</li> </ul> <p><u>President Cummins</u></p> <ul style="list-style-type: none"> <li>• Tenure Review Committee including student, department members and</li> <li>• Tenure Review Oversight Committee (TROC)</li> <li>• Peer Review Committee</li> <li>• Student representative – one on Tenure oversight committee</li> <li>• As new probationer goes through process, class observations performed, etc.</li> <li>• Three year process after which Board grants Tenure</li> <li>• Rich proposes to have an Executive Session to look at all files</li> <li>• Two faculty in second year of tenure track</li> <li>• Will have probationer files available for Trustee review the first two weeks in November</li> </ul>	
<p>Discussion</p> <p>WSUTC MOU</p> <p>Indicators for Monitoring Reports</p>	<p><u>President Cummins/Bill Saraceno</u></p> <ul style="list-style-type: none"> <li>• WSUTC and CBC agree that a well-coordinated articulation and transfer process improves student transfer success. WSUTC and CBC are committed to expanding the number of bachelor degrees available in the Tri-Cities and streamlining the transfer process for students transferring from CBC to WSUTC. WSUTC and CBC are guided by a commitment to speak as one voice and make decisions that will ultimately benefit the student, the community, and the State taxpayer.</li> </ul> <p><u>Joe Montgomery</u></p> <p>Institutional Research 2013-14 Agenda:</p> <ul style="list-style-type: none"> <li>• HDEV outcomes report – Due: August Board Retreat</li> <li>• CCSSE results – Due: August Board Retreat</li> <li>• Predictive Analytics Study (MRTE data) – Due: August Board Retreat</li> <li>• 10-yr enrollment forecast – Due: October</li> </ul>	

	<ul style="list-style-type: none"> <li>• Student Survey – Due: October</li> <li>• Student Focus Group (academic &amp; workforce) – Due: Oct-Nov</li> <li>• Distance Learning Survey – Due: Draft in fall, pilot in spring</li> <li>• Canvas Study – Due: Collect data in January</li> <li>• Advisory Committee survey – Due: January</li> <li>• Staff &amp; Faculty Survey – Due: March</li> </ul> <p>Monitoring Reports</p> <ul style="list-style-type: none"> <li>• Access – Due: January</li> <li>• Academic – Due: February</li> <li>• Workforce – Due: March</li> <li>• Well-Being – Due: April</li> <li>• Cultural Enrichment – Due: April</li> <li>• Basic Skills – Due: May</li> <li>• Mission Fulfillment report – Due: May</li> </ul>	
Consent	<ul style="list-style-type: none"> <li>• None</li> </ul>	
Trustee Workshop	<p><u>Chair Mitchell</u></p> <ul style="list-style-type: none"> <li>• ULP has been read.</li> <li>• Trustee vacancies discussed – verification has been received from State Board and Dr. Mayuga will continue to serve until replacement is announced.</li> </ul>	
Public Comments	<ul style="list-style-type: none"> <li>• None</li> </ul>	
Executive Session	<ul style="list-style-type: none"> <li>• None</li> </ul>	
Adjournment: 5:15 p.m.	<p>Next Regular Meeting Beers Board Room October 14, 2013, 4:00 p.m.</p>	lp

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David Mitchell, Chair