

Columbia Basin College  
Board of Trustees' Meeting  
Minutes  
March 10, 2014  
Beers Board Room – 4:00 p.m.

Members in attendance: Sherry Armijo, Bill Gordon (via conference call), Kedrich Jackson, Duke Mitchell

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

Others in Attendance: Brady Brookes, Pat Campbell, Katie Carbary, Melinda Carmona, Leonor de Maldonado, Rolando Garcia & Men's Basketball Team, Camie Glatt, Mike Grinnell, Carol Groce, Kevin Hartze, Mary Hoerner, Cheryl Holden & Women's Basketball Team, Ty Jones, Daphne Larios, Dennise Lazaro, Elise Leahy, Daphne Lightfoot, Melissa McBurney, Bill McKay, Deborah Meadows, Joe Montgomery, Janel Morris, Jericah Morris, Frank Murray, Frank Powers, Brett Riley, Daren Santo, Bill Saraceno, Patricia Steward (AREVA), Mark Taff, Virginia Tomlinson, Martin Valadez, 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>• January 13, 2014</li> </ul>	<ul style="list-style-type: none"> <li>• Trustee Armijo moved and Trustee Jackson seconded the motion to approve the January 13, 2014 minutes as written. Approved unanimously.</li> </ul>
<p>Celebrating Excellence Patricia Stewart, Industrial Hygienist – AREVA</p> <p>Men's &amp; Women's Basketball</p>	<p><u>Bill Saraceno</u></p> <ul style="list-style-type: none"> <li>• Introduced Ms. Patricia Stewart, Industrial Hygienist, AREVA, who has spent a lot of time checking out some of CBC's facilities. She understands how buildings are supposed to work. CBC sincerely appreciates all the time and effort put in by AREVA to help ensure good quality conditions of its buildings.</li> <li>• Ms. Stewart thanked everyone for the recognition. AREVA's main interest is keeping CBC employees and students safe by assuring a safe working environment for all. Ms. Stewart commended CBC on its wonderful campus buildings and on behalf of AREVA look forward to continuing working together.</li> </ul> <p><u>President Cummins</u></p> <ul style="list-style-type: none"> <li>• Congratulated Coach Rolando Garcia, Men's Basketball coach for making the final NWAACC championship games. Coach Garcia thanked the Board and administration for all their continued support. Awesome season!</li> <li>• Congratulated Coach Cheryl Holden on her fourth title Women's Basketball championship. She is clearly the top coach in northwest community college basketball and a great example of how we help our students learn that high achievement comes through hard work combined with lots of mentoring and support. Congratulations as well to Assistant Coaches Daron Santo and Lacey Young. Team exemplified team work! Coach Holden thanked everyone for the support, and introduced team captain Kelsey Yenney who thanked CBC for the support and opportunity to be here.</li> </ul>	

	<ul style="list-style-type: none"> <li>President Cummins announced that championship rings will be purchased for team and coaches.</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>CBC recognized by Aspen Institute on our student success accomplishments that resulted in being invited to apply for the Aspen Prize for Community College Excellence. Application deadline is March 12, 2014.</li> <li>Accreditation-Year 3 report due in September, moving to mid-cycle review</li> <li>Legislative News – Two Houses passed budgets: <ul style="list-style-type: none"> <li>No tuition increase</li> <li>No cuts</li> </ul> </li> <li>Trustee Gordon confirmed</li> </ul>	
Foundation	<p><u>Martin Valadez, CEO</u></p> <ul style="list-style-type: none"> <li>Thanked President Cummins and the Board for the opportunity of Foundation CEO. Continuing mission to raise funds and setting goal of \$1M.</li> <li>Preparing for scholarship fundraiser on Saturday, March 22, 6:00pm at Pasco Red Lion and seats are still available.</li> <li>Ordering 3D printers</li> <li>Expanding contacts with local businesses</li> <li>Submitting proposal to Meier Construction</li> </ul>	
ASCBC	<p><u>Dennise Lazaro, ASCBC President</u></p> <ul style="list-style-type: none"> <li>Richland Muffin Feed, March 15 at the Health Science Center in Richland</li> <li>The Student Sustainability Committee planned a-decorate your own tote bag event on March 6<sup>th</sup>. This event was to promote awareness of consuming less plastic bags and plastic containers.</li> <li>Hawks Birthday Bash on March 13</li> <li>Name selected for CBC Hawk – Harvey</li> </ul>	
Faculty Senate	<p><u>Katie Carbarry</u></p> <ul style="list-style-type: none"> <li>Updating bylaws</li> <li>Curriculum Committee working on new/clearer guidelines</li> <li>Teaching &amp; Learning Committee getting ready to review applications</li> </ul>	
AHE	<p><u>Mark Taff</u></p> <ul style="list-style-type: none"> <li>All members' terms expire March 30, 2014</li> </ul>	
Classified	<p><u>Carol Groce</u></p> <ul style="list-style-type: none"> <li>No report</li> </ul>	
Board Members	<p><u>Trustee Gordon</u></p> <ul style="list-style-type: none"> <li>Thanked everyone for their support</li> </ul>	

	<p><u>Trustee Armijo</u></p> <ul style="list-style-type: none"> <li>• Attended all of the Women &amp; Men NWAACC games and they were pretty amazing.</li> </ul> <p><u>Trustee Jackson</u></p> <ul style="list-style-type: none"> <li>• Enjoyed games as well. Assisted Coach Guajardo at games.</li> </ul> <p><u>Chair Mitchell</u></p> <ul style="list-style-type: none"> <li>• 2/9-13/14 – Attended Association for Community College Trustees (ACCT) annual National Winter Conference in Washington D.C. as a Washington State Trustees Association of Community and Technical Colleges (TACTC) Legislative Liaison Co-Chair. Duke is one of two liaisons. Stressed importance of expediting Trustee appointments. Learned from other attendees to maybe reschedule future February meetings to third week of the month because of issue with lack of quorum.</li> <li>• 2/25/14 – Viewed CBC faculty art display at CBC Fred Esvelt Gallery. Great art!</li> <li>• 2/25/14 – That same day viewed local area high school student’s art display at CBC Gjerde Center. Again, great artwork; some very creative. One of Trustee Mitchell’s nieces from Richland High School had four paintings on display; again, very good art work!</li> <li>• 2/28/14 – Attended WSU-Tri-Cities monthly Advisory Council meeting as the CBC representative.</li> <li>• 2/28/14 – Attended Northwest Athletic Association of Community Colleges (NWAACC) Kick-off Banquet along with Dr. Cummins, the CBC Men’s and Women’s basketball players and coaches at the Convention Center.</li> <li>• 3/4/14 – Attended the NWAACC basketball men’s and women’s championship games; along with many CBC students, faculty, staff, administrators, friends, and family members. The CBC women won the NWAACC basketball championship for the fourth time all-time, all under the leadership of Coach Cheryl Holden (2005, 2008, 2012, 2014). Congratulations CBC Hawks women! Congratulations Coach Holden!!!</li> </ul>	
<p>Student Success Completion Coaches</p>	<p><u>Pat Campbell</u></p> <ul style="list-style-type: none"> <li>• CBC has been focused on student retention, and an extension of Hawk Central “Completion Coaches” has been developed to reach out to disengaged students, or students thinking of attending CBC but haven’t. Pat Campbell, VP-Student Services introduced Lane Schumacher, Assoc. Dean-Counseling/Advising/Outreach and the three new Completion Coaches: Melinda Carmona, Daphne Lightfoot, and Elise Leahy.</li> <li>• Completion Coaches will coordinate and facilitate a proactive aggressive call out program targeting students who have indicated interest in seeking a degree at CBC but haven’t. Looking at resources for student success.</li> </ul>	
<p>Reports Access Monitoring</p>	<p><u>Joe Montgomery</u></p> <p>The performance of CBC on the Academic End State was evaluated by measuring outcomes on the goals and their associated indicators. The main findings include:</p> <ul style="list-style-type: none"> <li>• <b>Goal A: Students Demonstrate Progress.</b> Fall-to-fall retention rates have reached the highest levels in 10 years and Hispanic student retention rates have also risen. Student success rates on English courses were high while math courses were generally lower, but showed some improvements from last year. Performance on the Student Achievement Initiative (SAI) was mostly moderate, with one area receiving a high rating.</li> <li>• <b>Goal B: Effective Learning.</b> Student ratings showed high levels of achieving Student Learning Outcomes (SLO) and educational and personal growth. Students also rated the quality CBC education highly. Additional data showed positive outcomes for the SLOs, critical thinking</li> </ul>	

<p>Workforce Monitoring</p>	<p>and effective communication, and in particular showed student performance increasing with greater credit accumulation.</p> <ul style="list-style-type: none"> <li>• <b>Goal C: Effective Teaching.</b> Student perceptions of classroom engagement and interactions with faculty were very positive. CBC had moderate performance in terms of teaching workload taught by full-time faculty (as compared to part-time faculty and moonlighting staff).</li> <li>• <b>Goal D: Quality Educational Programs.</b> The transfer rate for CBC students was in the good performance category at just over 17 percent and the overall average cumulative GPA of CBC students who transfer was 3.13.</li> <li>• <b>Goal E: Quality Support Programs.</b> Students had generally positive perceptions of student support services and various aspects of the learning environment at CBC. Over 75 percent of student survey respondents felt that they had been placed appropriately into math and English courses by the COMPASS placement test.</li> </ul> <p><u>Joe Montgomery</u>  Overview of Workforce Enrollment Trends</p> <ul style="list-style-type: none"> <li>• Workforce enrollments have demonstrated very gradual changes over the past 10 years</li> <li>• Enrollments slowly rose from 2005 to 2009, then, declined gradually over the past four years.</li> <li>• Workforce enrollments have declined by 2.4% since 2003, compared to an increase of 26.6% for academic enrollments.</li> <li>• Last year (2012-13), Workforce annualized FTEs were 22.3% of the total for CBC, compared to 56.8% for Academic enrollments; Academic FTEs were 2.6 times higher than Workforce.</li> <li>• Since 2008-09, Hispanic Workforce FTEs declined by 0.7% while White Workforce FTEs declined by 18.9%</li> <li>• This year's assessment of performance on the Workforce End State resulted in an "A+" rating for the second year in a row, based on achieving "Good" performance on all of the indicators. Additional effort will be placed on providing more accurate completion data related for each of the Workforce programs.</li> </ul> <p>Trustee Gordon commented on how impressed he is with these reports. Chair Mitchell shares same feelings that this is real good information and he is sharing this with K-12 administrators.</p>	
<p>Bachelor of Science Nursing Proposal</p>	<p>President Cummins</p> <ul style="list-style-type: none"> <li>• Mary Hoerner, Kim Tucker, Cindy Walker, and Pres. Cummins presented at the initial State Board hearing on CBC's proposal to offer a BSN degree.</li> <li>• This new path would add one year of curriculum in health, research, ethics, and leadership to the current three-year degree composed of one year of prerequisites in science and general education followed by two years of didactic and clinical instruction.</li> <li>• Though our Associate Degree in Nursing (ADN) graduates become RNs by taking the same national board examinations as the nation's BSN students, entities such as the National Institute for Medicine and others are calling for 80 percent of US nurses to have a BSN by 2020. Since most hospitals and other employers are likewise calling for this new level of credential, we feel it is imperative to provide a community college pathway to our community.</li> <li>• The State Board agrees, and so do the other medical education providers in our region. We</li> </ul>	

Fiscal Indicators	<p>received strong letters of support from WSU, YVCC, and Walla Walla Community College.</p> <ul style="list-style-type: none"> <li>• CBC proposes to start the program in the fall of 2016, when it will become our fourth baccalaureate degree.</li> </ul> <p><u>Bill Saraceno</u></p> <ul style="list-style-type: none"> <li>• Right on target. Waivers are higher this year.</li> <li>• Next July, Social Science building is being funded.</li> </ul>	
Discussion Budget Development Schedule	<p>President Cummins</p> <ul style="list-style-type: none"> <li>• 2014 DRAFT Schedule for 2015-17 SBCTC Operating Budget Development <ul style="list-style-type: none"> <li>○ February 5-6 State Board Meeting (Olympia) – Initial discussion on 2015-17 operating budget development on potential priorities and themes</li> <li>○ February 20 Revenue Forecast</li> <li>○ February 20-21 WACTC meeting (Olympia) – Context, system principles, priorities and themes</li> <li>○ March 13 60-day legislative session adjourns – 2014 supplemental budgets enacted?</li> <li>○ March 26-28 Joint State Board/WACTC Meeting (Olympia)</li> <li>○ March 26-27 State Board – Staff presentation on 2014 supplemental budget; updated context and 2015-17 budget outlook discussions on principles and themes; initial identification of potential budget request items</li> <li>○ March 27-28 WACTC Meeting – Updated budget context and outcome of 2014 Legislative Session</li> <li>○ April 24-25 WACTC Budget Academy (Walla Walla) – Further refinement of budget request themes and items</li> <li>○ May 7-8 State Board Meeting (Pasco) – Staff presentation on Presidents’ Budget Academy discussion. Prioritization of items to include in budget request, before approval in June</li> <li>○ May 29-30 WACTC Meeting (Lynnwood)</li> <li>○ June 18-19 State Board Meeting (Bremerton) – Direction to staff on items to include in request and direction to staff complete request</li> <li>○ July WACTC Retreat (TBD)</li> <li>○ September 8-9 State Board Meeting (TBD) – Board finalizes and approves budget request, directs staff to submit to Governor and OFM by approximately September 15</li> </ul> </li> </ul>	
Consent	<ul style="list-style-type: none"> <li>• None</li> </ul>	
Trustee Workshop	<ul style="list-style-type: none"> <li>• TACTC Conference, May 15-16, Yakima – Trustees attending; Duke Mitchell, Sherry Armijo, Kedrich Jackson</li> </ul>	
Public Comments	<p>John Spence, Lead-Math Department</p> <ul style="list-style-type: none"> <li>• Math faculty is committed to student success and working hard at improving math knowledge, and test scores, even though the Nichols’ tables indicate college math completion and success rates as low.</li> <li>• Trustee Mitchell commented on behalf of the Board that they appreciate the work being done by the math department to improve student math success.</li> </ul>	

Executive Session	<ul style="list-style-type: none"> <li>• RCW 42.30.110(1)(g): To review the performance of a public employee <ul style="list-style-type: none"> <li>○ Katie Carbary, René Fox, Matt Kincaid, Sean Totten – Third year Tenure process</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• At 5:15 p.m. Board went into Executive Session for 30 minutes.</li> <li>• Reconvened at 5:48 p.m.</li> <li>• Trustee Jackson moved and Trustee Armijo seconded the motion to move Tenure packets to Consent agenda for April 14, 2014 Board meeting. Approved unanimously.</li> </ul>
Adjournment: 5:45 p.m.	Next Regular Meeting Beers Board Room April 14, 2014, 4:00 p.m.	lp

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David Mitchell, Chair