COLUMBIA BASIN COLLEGE
BOARD OF TRUSTEES MEETING
November 9, 2026
Beers Board Room & Virtual
4:30 p.m.

Call to Order

Pledge of Allegiance

Agenda*
Agenda Review & Approval

Approval of Minutes*
Exhibit A: October 12, 2026 Board of Trustees Meeting

Linkage with Community
Broetje Family Trust
Dr. Omar Escalera, Executive Director

Celebrating Excellence
Spanish GED Program
Fernando Morado, Director for Transitional Studies

Remarks
By Administration
President Rebekah Woods, Exhibit B: CBC in the News
Foundation Executive Director & CEO Erin Fishburn
By ASCBC Student Representative Kaylah Munoz
By Faculty Senate Chair Martijn Oostrom
By AHE Representative Steven Stauffer
By Board Members

Public Comments
- Anyone who would like to share public comment, for the record, please give your name and whether you are a student, employee or a member of the community. If you are participating through zoom, please raise your hand and we will promote you to a panelist so you may speak.
- Please limit your comments to 3 minutes.
- During public comment, the Board will focus on listening and treat all comments with equal attention and respect. We ask the same of all attendees.

Reports
Exhibit C: Cash Reserve Report
Exhibit D: Operating Funds Variance Repot

Discussion
Exhibit E: Board Policies Governance Process GP-5

Discussion/Action*
Exhibit F: First Reading – Board Policies Executive Limitations EL-1, EL-2, EL-3, EL-4

Adjournment

***(Requires motion/approval)**

If you are a person with a disability and require an accommodation while attending the meeting, please contact the President's Office at 542-4802 as soon as possible to allow sufficient time to provide accommodations.

Exhibit A

Board of Trustees
Community College District 19
Campuses in Pasco & Richland, Washington

A regular meeting of the Board of Trustees of Community College District 19 was held on Monday, October 12, 2026. Board Chair Kimberly Harper presided. This meeting was held in the Beers Board Room, Building A, CBC Pasco Campus at 2600 N. 20th Avenue, Pasco, WA 99301 and remotely via Zoom.

MINUTES

Chair Harper called the business meeting to order at 4:30 p.m.

ROLL CALL

A quorum of the Board was present.

Board Present: Chair Kimberly Harper, Vice Chair Michelle Smith, Trustee Ofelia Rivas de Bredt, Trustee Edison Valerio, Trustee Asa LaMusga (virtual)

Board Secretaries Present: Rebekah Woods – President & Secretary to the Board, Ronda Rodgers – Recording Secretary

Administration & Staff Present: Eduardo Rodriguez, Corey Osborn, Michael Lee, Cheryl Holden, Luz Garza

Guests Present: Roy Castillo, Toño Villa (CBC Student Ambassador), Nea Kuempel (ASCBC Rep), Martijn Oostrom, Erin Fishburn, Andrea Guzman, Royce Cone, Sarah McCalmant (AG), Danielle Dallas (AG), Brooks Payne (Fowler Construction), Brent Payne (Fowler Construction), Robert Uhrich (RGU Architecture), Brian Dierks, Kirk Engle, Dan Quock, Mitch Rogers, Sharon Schnebly

Virtual Attendees: Rod Taylor, Lane Schumacher, Kelsey Myers, Doug Hughes, Elizabeth Burtner

PLEDGE OF ALLEGIANCE

Trustee Harper led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION: *Trustee Smith moved and Trustee Rivas de Bredt seconded a motion to approve the October 12, 2026 agenda as written. Approved unanimously.*

APPROVAL OF MINUTES

MOTION: *Trustee Smith moved and Trustee Valerio seconded a motion to approve the September 14, 2026 Board meeting minutes as written. Approved unanimously.*

LINKAGE WITH COMMUNITY

The Board welcomed Roy Castillo, co-founder of the Righteous & Chosen Boxing Club, a nonprofit organization founded in 2014 and providing services to over 40 students. In addition to teaching boxing skills, the club teaches transformation of thought, responding versus reacting, and the ability to control

one's emotions. Club members must participate in educational activities and the travel team members must have a 2.3 GPA or higher. These services are offered at a minimal cost with a discount for good grades. After 17 years as a volunteer for the club, Mr. Castillo is always moved by the transformation he sees in club participants. Toño Villa, a CBC Student Ambassador, was in attendance and emphasized what a supportive program the club has been in his life and "Coach Roy" is an inspiration.

CELEBRATING EXCELLENCE

The Board welcomed the team who helped move CBC's newest student housing building, Hawks Landing Hall, from predesign through final construction. Representatives from the general contractor, Fowler Construction, and architectural firm, RGU Architecture, and various employees from across CBC's campus spent the past two and a half years planning and perfecting the building. It was a $25 million dollar project, 156 additional beds, improved amenities for students and sustainability features inside and out of the building.

REPORTS

By Administration, President

Rebekah Woods, CBC President, provided the following updates to the Board.

Enrollment

We have now passed the 10-day marker for the quarter and enrollment is up by 6% in FTE.

Avalanche Announcement, Thursday, November 8

Tri-City Development Council hosted a press announcement about the agreement between Avalanche Energy Designs and TRIDEC for the location of their first fusion energy manufacturing plant. This plant is expected to create hundreds of permanent jobs in the long term.

Legislative Luncheon, Wednesday, November 4 @ Noon

CBC and WWCC will be co-hosting our annual legislative luncheon inviting representatives from Districts 8, 9, 14, 15 and 16 to hear student stories and the ongoing financial needs of state community colleges. Trustees are invited to attend this event with other CBC staff.

Cyber Security Table Top Exercise Today

A portion of the CBC Emergency Operations Committee participated in a cyber security table top exercise hosted by SBCTC at the Yakima Valley College campus.

By CEO, Foundation

Erin Fishburn, Foundation Executive Director & CEO, provided the Foundation report. The Foundation is looking forward to the Power of Connection Scholarship Event scheduled for Thursday, Oct 15 at the HAPO Center. Silent auction items are available for bidding now. The Fall scholarship cycle is closed and 1,058 applications were received from students. These will be awarded next month. The Foundation is

hosting a scholarship recipient celebration on November 17 and will host a donor scholarship breakfast in February.

By ASCBC

Nea Kuempel, ASCBC representative, provided updates of current ASCBC sponsored events. ASCBC is busy with student events for the fall: Pasco and Richland student resource fairs, Hispanic Pop-Up Shop, Macha and Watercolor (150+ students attended), Karaoke and Mocktails and the winter student service project (11/30 - 12/4) providing students with warm winter essentials and hygiene items.

By Faculty Senate Chair

Martijn Oostrom, Faculty Senate Chair, gave an update on Faculty Senate. Most of the College committees needing faculty representatives have been filled and approved by Faculty Senate. Curriculum Committee continues their work on new Course Learning Outcomes for each course as well as planning for changes to the AA/DTA degrees. The Financial Affairs Committee will be attending the New Faculty Requests presentation on Tuesday, October 13 and will give advisory feedback on proposed new full-time faculty positions. Faculty Senate will discuss the "Required eLearning Training Workgroup" and "Class Caps Work Group" charters at the next meeting on Friday, October 16.

By AHE Representative

Martijn Oostrom presented on AHE's behalf reporting probationary tenure track faculty are working on Professional Development Plans. These are due to the Tenure Review Oversight Committee on Friday, October 16, 2026.

By Board Members

Trustee Asa LaMusga was welcomed as a new trustee with his appointment beginning October 1, 2026.

Trustee Edison Valerio will attend the Pasco Chamber of Commerce meeting tomorrow, October 13.

Trustee Ofelia Rivas de Bredt was able to attend the CBC Hispanic Pop-Up event and the September 22 Legislative meeting. Trustee Rivas de Bredt encourages all trustees attend the 2026 ACT Fall Conference in Seattle on November 12 – 13.

Trustee Michelle Smith attended an educators' summit at WSU-TC with the topic of "what does it mean to be a STEM high school" and will be presenting a webinar, talking to aspiring principals about student engagement. Trustee Smith currently sits on the board at Washington Educational Research Association and suggested talking to CBC about their partnerships.

Trustee Kimberly Harper attended the Hawks Landing Hall ribbon cutting (9/24), Boys & Girls Club "Dinner with Friends" (10/8), will attend POC (10/15) and the ACCT Leadership Congress in Chicago (10/21-10/23). Trustee Harper is busy with STEAM programs for The Links students with six modules planned to expose kids to the medical field, robotics and artificial intelligence. Trustee Harper will attend the Pasco City Council meeting later tonight (10/12) with potential cuts to law enforcement and fire department personnel on the agenda.

PUBLIC COMMENTS

No public comments.

REPORTS

Exhibit C & D: The Cash Reserve Report and Operating Funds Variance Report were provided by Eduardo Rodriguez, Vice President for Administrative Services.

Exhibit E: The Executive Limitations Monitoring Reports EL-1, EL-2, and EL-3 have been updated to reflect the past fiscal year (July 2025- June 2026).

DISCUSSION

Exhibit F: The Board reviewed Board Policies Governance Process GP-5. Proposed language will be sent to trustees for review prior to the November 9 BOT meeting. Feedback for the proposed language will be discussed at the November 9 meeting.

DISCUSSION/ACTION

Exhibit G: First Reading – Board of Trustees Bylaws Articles VI - X

MOTION: *Trustee Smith made a motion to approve Board of Trustees Bylaws Articles VI – X, with one amendment: Article VIII, Section 2 was revised to add verbiage for the appointment of liaisons. Section 2 was amended to read, "Special Committees/**Liaisons**: Special committees of Board members **and liaisons** may be appointed by the Chair of the Board, upon authority of the Board, **or be elected by the board** with such powers and duties and for such term as the Board may determine." Trustee Rivas de Bredt seconded the motion as submitted. Approved unanimously.*

CONSENT AGENDA

Exhibit H: Board of Trustees Bylaws Articles I - V

MOTION: *Trustee Valerio made a motion to approve Board of Trustees Bylaws Articles I – V, with one amendment: Article V, Section 3 was revised to add verbiage for voting to be viva voce and by the raising of hands. Section 3 as amended to read, "Voting: Normally, voting shall be viva voce **and by the raising of a hand**. However, a roll call vote may be requested by any member of the Board for the purposes of the record." Trustee Rivas de Bredt seconded the motion as submitted. Approved unanimously.*

ADJOURNMENT

The CBC Board of Trustees business meeting adjourned at 5:49 p.m. by Chair Harper.

CHAIR:

Kimberly Harper
Chair, Board of Trustees
Community College District 19

ATTEST:

Ronda Rodgers
Recording Secretary, Board of Trustees
Community College District

Exhibit B

Columbia Basin College: In The News

November 2026

Tri-Cities Herald

Firefighters worry Pasco cuts may lead to slower responses, less backup

Pasco weighs $1.4M land sale near airport for hotel, restaurant

Journal of Business

Officials work to develop road map for new STEM center

Puget Sound Business Journal

Enrollment increases at WA's largest community colleges

Green Bay Press Gazette

Selene Zapata, Featured By Influential Women, Turns Bilingual Talent Into A Mission Of Language Access And Opportunity

Columbia Basin Herald

WA COLLEGE SPORTS SCHEDULE: Oct. 29 – Nov. 5, 2026

Vikings fall to Columbia Basin at home

Exhibit C

Columbia Basin College

Cash Reserve Report

FY2027 - September 30, 2026

Assets			
Cash			
In Bank	1000070	$	31,144,391
Petty Cash	1000020	$	5,504
Total Cash		**$**	**31,149,895**
Investments			
Short Term (0-365 days)	1000040-1000050		
	1020000-1020030	$	5,102,034
Long Term (>365 days)	1110003-1110060	$	17,893,907
Total Investments		**$**	**22,995,941**
Accounts Receivable			
Current	1010100 + 1010030	$	1,408,130
Unbilled	1010050	$	512,345
AR - Other	1010240 + 1010060	$	316,226
Allowance for AR	1010110 + 1010130	$	16,875
Total AR		**$**	**2,253,575**
Inter/Intra Gov Receivables			
Due from Fed	1010150	$	5,175,639
Due from Other Gov	1010160	$	4,745,072
Due from Other Agency	1010180	$	367,988
Total Inter/Intra Gov Receivables		**$**	**10,288,699**
Total Assets		**$**	**66,688,110**
Liabilities			
Current Liabilities			
Accounts Payable	2000010	$	238,918
Due to Other Agency	2012050	$	287,129
Accrued Salaries Payable	2011010	$	-
Sales/Use Tax	2010070	$	3,496
Accrued Liabilities	2001070	$	-
COP Current Year P&I Due	2050010	$	2,492,875
Total Current Liabilities		**$**	**3,022,418**
Total Liabilities		**$**	**3,022,418**

Cash Balance			
(ASSETS less LIABILITIES)		$	63,665,692
Dedicated Balances	Account		
Student Supported Capital	1000070	$	1,951,319
3.5% - Institutional Financial Aid	1010190	$	312,989
Students S&A	1000070	$	3,026,320
Bookstore Operating Reserves	1000070	$	2,660,786
Technology Fee	1010190	$	2,060,401
Parking Fees	1010190	$	1,256,614
Basic Food Employment and Training	1000070	$	199,957
Total		**$**	**11,468,387**
Reserves Policy - BOT Policies on Reserves			
Unplanned Capital Repair and Replacement		$	2,000,000
Capital Facilities Projects		$	26,936,542
Operating Reserve		$	13,544,608
Emergencies		$	5,000,000
Real Estate Debt Fund		$	2,000,000
Total		**$**	**49,481,150**

Operating Reserves Balance		
Existing Reserve balance less Dedicated Reserves and Emergency Reserves	**$**	**2,716,155**

*__Note:__ Due to ongoing reconciliation efforts dating back to conversion, some amounts may differ from actuals. As account reconciliations progress, these discrepancies will be corrected.

Exhibit D

Fiscal Year 2627 Operating Funds Variance

As of Fiscal Month End: September

					EXP/BDGT	EXP/REV	REV/BDGT
State Alloc	001, 24J, 08A	EXP BDGT	$	45,915,263	21.72%	24.01%	90.45%
		EXP	$	9,970,928			
		REV (Alloc)	$	41,528,332			
Local Fees	148	EXP BDGT	$	5,368,066	20.07%	45.46%	44.15%
		EXP	$	1,077,538			
		REV	$	2,370,184			
Local Tuition	149	EXP BDGT	$	27,925,475	15.91%	52.12%	30.52%
		EXP	$	4,442,176			
		REV	$	8,523,144			
Contracts	146	EXP BDGT	$	2,572,535	19.27%	87.23%	22.08%
		EXP	$	495,607			
		REV	$	568,133			
YTD Total	*Includes Interfund Transfers	EXP BDGT	$	81,382,339	19.64%	30.17%	65.11%
		EXP	$	15,986,249			
		REV	$	52,989,793			
Approved Budget Total		BDGT	$	80,372,059	Key:	Spend rate less than 5% below FY %	Spend rate with in + or - 5% of FY%	Spend rate more than 5% above FY%

YTD Target Rate 25.00%

Notes:

	Account		BDGT		EXP	EXP/BDGT
Salaries and Wages	5000003	$	48,106,816	$	9,828,160	20.43%
Benefits	5010003	$	18,040,016	$	3,562,779	19.75%
Contracted Services	5050003	$	3,329,046	$	622,885	18.71%
Goods & Routine Services	5030003	$	3,462,847	$	405,877	11.72%
Other Expenses	5081004	$	3,220,665	$	1,178,778	36.60%
Utilities	5060003	$	1,856,100	$	204,745	11.03%
Travel	5080004	$	841,602	$	85,198	10.12%
Capital Expenses	5040003	$	200,114	$	(1,306)	0.65%
Grants, Scl. ships,Fellowships	5020003	$	1,027,608	$	99,133	9.65%
Debt Expenditures	5110003	$	1,696,525	$	-	0.00%
Interfund Transfers/ Salary Savings Adj		$	(399,000)	$	-	0.00%
YTD Total		$	81,382,339	$	15,986,249	

State Allocation Schedule #4

Note: One time Paymets for Insurance renewal in August ($537k) & Software renewals ($155k) run rate will adj over time.

Print Date: 11/3/2026

Exhibit E

Community College District 19

Board of Trustees

POLICY TYPE: GOVERNANCE PROCESS GP-5

POLICY TITLE: CODE OF ETHICS FOR BOARD MEMBERS

The Board commits itself and its members to ethical, businesslike, and lawful conduct. This includes proper use of authority and appropriate decorum when acting as Board Members.

1. Board Members must represent un-conflicted loyalty to the interests of the citizens of Benton and Franklin counties. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other boards or staffs. It also supersedes the personal interest of any Board Member acting as a consumer of the College's services.

2. Board Members must avoid any conflict of interest with respect to their fiduciary responsibility.
   a. There must be no self-dealing or any conduct of private business or personal services between any Board Member and the College except as procedurally controlled to ensure openness, competitive opportunity and equal access to "inside" information.
   b. When the Board is to decide upon an issue about which a Board Member has an unavoidable conflict of interest, that Board Member shall absent herself or himself without comment from not only the vote, but also from the deliberation.
   c. Board Members must not use their positions to obtain employment in the College for themselves, family members or close associates. Should a Board Member desire employment, he or she must first resign.
   d. Board Members will annually disclose their involvements with other organizations, with vendors, or any other associations which might produce a conflict.

3. Board Members may not attempt to exercise individual authority over the College except as explicitly set forth in Board policies.
   a. Board Members' interactions with the President or with staff must recognize the lack of authority vested in individuals except when explicitly Board-authorized.
   b. Other than the Chairperson's role as articulated in GP-4, Board Members' interactions with public, press or other entities must recognize the same limitation and the inability of any Board Member to speak for the Board.
   c. Board Members will give no consequence or voice to individual judgments of President or staff performance.

4. Members will respect the confidentiality appropriate to issues of a sensitive nature.

Adopted: 07/01/1997
Revised: 03/21/2022
Last Reviewed: 03/16/2026

Exhibit F

BOARD POLICIES

POLICY TYPE: EXECUTIVE LIMITATIONS EL-1

POLICY TITLE: GENERAL EXECUTIVE ACCOUNTABILITY

In alignment with the Carver Governance Model and Process adopted by the Board of Trustees, the President is held accountable for organizational compliance – ensuring and allowing any practice, activity, decision or situation that is lawful, prudent and not in violation of commonly accepted business and professional ethics, and that fit within the provisions set forth in the State Board for Community & Technical College, Office of Financial Management and Columbia Basin College policies, and/or take into account any executive order of the Governor of the State of Washington.

Adopted: 07/01/1997
Revised: 11/09/2020 & 12/11/2023
Last Reviewed: 11/10/2025

POLICY TYPE: EXECUTIVE LIMITATIONS EL-2

POLICY TITLE: TREATMENT OF COMMUNITY MEMBERS AND STUDENTS

With respect to staff interaction with community members and students or those applying to be students, the President shall not fail to set and maintain organizational expectations and norms that ensure their safe treatment, respect, dignity, confidentiality and privacy.

Accordingly, the President shall not:

1. Use application forms or procedures that elicit unnecessary information or violates confidentiality and privacy.

2. Use methods of collecting, reviewing, transmitting or storing client information that fail to protect against improper access to the information elicited.

3. Fail to inform the community members and students about what may be expected and what may not be expected from the service offered.

4. Withhold a grievance process from students who believe that they have not been accorded a reasonable interpretation of rights established pursuant to this Policy.

5. Operate without written procedures which clarify the rules for students.

6. Make false claims or withhold required information about any programs, services, or cost of attendance.

Adopted: 07/01/1997
Revised: 12/13/2021 & 12/11/2023
Last Reviewed: 11/10/2025

POLICY TYPE: EXECUTIVE LIMITATIONS EL-3

POLICY TITLE: TREATMENT OF EMPLOYEES

With respect to the treatment of paid and volunteer staff, the President may not cause or allow conditions which are unlawful, unfair or undignified.

Accordingly, the President shall not:

1. Operate without written personnel procedures, which clarify personnel rules for staff, provide for effective handling of grievances, and protect against wrongful conditions – e.g., nepotism, grossly preferential treatment for personal reasons.

2. Discriminate against any staff member for expressing an ethical dissent.

3. Hinder, prevent or restrict the exercise of academic freedom.

4. Hinder or prevent employees from using established grievance procedures.

Adopted: 07/01/1997
Revised: 06/14/2021
Last Reviewed: 11/10/2025

POLICY TYPE: EXECUTIVE LIMITATIONS EL-4

POLICY TITLE: COMPENSATION

With respect to employment, compensation to employees, consultants, contract workers and volunteers, the President shall not fail to promote adherence to nor fail to ensure fiscal integrity and good public image.

The Board of Trustees reserves the sole authority to change the compensation and benefits for the President.

The President shall not promise or imply permanent or guaranteed employment to anyone in the College.

Adopted: 07/01/1997
Revised: [mm/dd/yyyy]
Last Reviewed: 11/10/2025