

**COLUMBIA BASIN COLLEGE
BOARD OF TRUSTEES MEETING**

May 12, 2025
Beers Board Room & Virtual
4:30 p.m.

Agenda

Call to Order

Pledge of Allegiance

Agenda Changes*

Approval of Minutes*

Exhibit A: April 11, 2025 Board of Trustees Meeting

Celebrating Excellence

2025 American Advertising Federation, Tri-Cities Marketing Competition

Prunelle Aman-Frazier, Graphic Designer Senior – Silver Addy award for Out-of-Home & Ambient
Single Installation for the Early Education Building Branding

Imelda Farias, Graphic Designer – Chinook award for Print Advertising, Branded Content &
Entertainment for the CBC Foundation Newsletter Ag Focus

Tyler West, Videographer – Silver Addy award for Film, Video & Sound, Branded Content, Single 60
Seconds or Longer for the “It’s an Attitude” Athletic promotional video

Remarks

By Administration

President Rebekah Woods, Exhibit B: CBC In the News

Foundation Executive Director & CEO Erin Fishburn

By ASCBC Student Representative Conner Simmelink, Exhibit C: Spring Qtr Activities for Students

By Faculty Senate Chair Kiera Squires

By AHE Representative Rik Smith

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 D: Cash Reserve Report – Eduardo Rodriguez, VP for Administrative Services

Exhibit E: Operating Funds Variance Report – Eduardo Rodriguez, VP for Administrative Services

Discussion/Action*

Exhibit F: First Consideration – Annual College Budget 2025-2026

Exhibit G: First Consideration – ASCBC Services and Activities Budget 2025-2026

Building Naming Committee

Consent Agenda*

Exhibit H: Board Policies Ends E-1, E-2, E-3

Executive Session

RCW 42.30.110(1)(g): To review the performance of a public employee.

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.

Upcoming Event Date

May 2025

8	CBC School of Education Donor Recognition/Open House, X Bldg, 1620 N 20 th Ave, Pasco
12	Newly Tenured Faculty Reception, 3:00pm, Thornton Courtyard, CBC Pasco Campus
12	CBC Board of Trustees Meeting, 4:30pm, Beers Boardroom, CBC Pasco Campus
12	Pasco City Council Workshop Meeting , 7pm, 525 N Third Ave, Pasco
13	Pasco School Board Meeting , 6:30pm, Board Room, 1215 W Lewis St, Pasco
13	Richland School Board Meeting , 6:30pm, 6972 Keene Road, West Richland
14	Kennewick School Board Meeting , 5:30pm, 1000 W 4 th Ave, Kennewick
19	Pasco City Council Regular Meeting , 7pm, 525 N Third Ave, Pasco
21	ACT New Trustee Orientation, 11:30am, Davenport Grand Autograph Hotel, Spokane
22 - 23	ACT Spring Conference, Davenport Grand Autograph Hotel, Spokane
26	Memorial Day Observed, CBC Campus Closed
27	CBC Teaching & Learning Professional Development Day, CBC Pasco Campus
27	Pasco School Board Meeting , 6:30pm, Board Room, 1215 W Lewis St, Pasco
27	Richland School Board Meeting , 6:30pm, 6972 Keene Road, West Richland
28	Kennewick School Board Meeting , 5:30pm, 1000 W 4 th Ave, Kennewick

June 2025

2	Pasco City Council Regular Meeting , 7pm, 525 N Third Ave, Pasco
4	Kennewick School Board Meeting , 5:30pm, 1000 W 4 th Ave, Kennewick
9	CBC Retirement Reception, 3:00pm, Thornton Courtyard, CBC Pasco Campus
9	CBC Board of Trustees Meeting, 4:30pm, Beers Boardroom, CBC Pasco Campus
9	Pasco City Council Workshop Meeting , 7pm, 525 N Third Ave, Pasco
10	Pasco School Board Meeting , 6:30pm, Board Room, 1215 W Lewis St, Pasco
10	Richland School Board Meeting , 6:30pm, 6972 Keene Road, West Richland
11	LPN-BSN Capstone Reception, 4 – 7pm, Gjerde Center, CBC Pasco campus
12	Dental Hygiene Pinning, 1 – 2pm, Hanford HS Auditorium, 450 Hanford St, Richland
12	LPN-BSN Pinning, 4 – 5pm, Hanford HS Auditorium, 450 Hanford St, Richland
12	Radiologic Technology Pinning, 5 – 6pm, Gjerde Center, CBC Pasco campus
12	ADN (Nursing) Pinning, 7 – 8pm, Hanford HS Auditorium, 450 Hanford St, Richland
13	CBC Graduation Ceremonies, 4pm & 7pm, Toyota Center, Kennewick
16	Pasco City Council Regular Meeting , 7pm, 525 N Third Ave, Pasco
18	Kennewick School Board Meeting , 5:30pm, 1000 W 4 th Ave, Kennewick
19	Juneteenth Observed, CBC Campus Closed
23	Pasco City Council Workshop Meeting , 7pm, 525 N Third Ave, Pasco
24	Pasco School Board Meeting , 6:30pm, Board Room, 1215 W Lewis St, Pasco
24	Richland School Board Meeting , 6:30pm, 6972 Keene Road, West Richland

 CBC Board Meetings

 CBC Events

 Trustee Pro Development / Conferences

 Community Events

 Community Board Meetings

 Holidays

Upcoming Event Date

July 2025 (no CBC Board of Trustees meeting in July)

4	July 4 th Observed, CBC Campus Closed
7	Pasco City Council Regular Meeting , 7pm, 525 N Third Ave, Pasco
8	Pasco School Board Meeting , 6:30pm, Board Room, 1215 W Lewis St, Pasco
8	Richland School Board Meeting , 6:30pm, 6972 Keene Road, West Richland
14	Pasco City Council Workshop Meeting , 7pm, 525 N Third Ave, Pasco
16	Kennewick School Board Meeting , Virtual only mtg, 5:30pm, 1000 W 4 th Ave, Kennewick
21	Pasco City Council Regular Meeting , 7pm, 525 N Third Ave, Pasco
22	Richland School Board Meeting , 6:30pm, 6972 Keene Road, West Richland
28	Pasco City Council Workshop Meeting , 7pm, 525 N Third Ave, Pasco

August 2025

4	Pasco City Council Regular Meeting , 7pm, 525 N Third Ave, Pasco
11	Pasco City Council Workshop Meeting , 7pm, 525 N Third Ave, Pasco
12	Pasco School Board Meeting , 6:30pm, Board Room, 1215 W Lewis St, Pasco
12	Richland School Board Meeting , 6:30pm, 6972 Keene Road, West Richland
13	Kennewick School Board Meeting , Virtual only mtg, 5:30pm, 1000 W 4 th Ave, Kennewick
15	CBC Board of Trustees Retreat, 9am – 3pm
18	CBC Surgical Technology Pinning Ceremony, 11am – 1pm, Gjerde Ctr, CBC Pasco campus
18	Pasco City Council Regular Meeting , 7pm, 525 N Third Ave, Pasco
25	Pasco City Council Workshop Meeting , 7pm, 525 N Third Ave, Pasco
26	Richland School Board Meeting , 6:30pm, 6972 Keene Road, West Richland

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Exhibit A

Columbia Basin College
Board of Trustees Meeting Minutes
April 11, 2025
Hybrid Meeting 7:30 a.m.

Board Members in attendance: Ofelia Rivas de Bredt, Kedrich Jackson (virtual), Michelle Smith (virtual)

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

In Person Attendees: Eduardo Rodriguez, Cheryl Holden, Elizabeth Burtner, Corey Osborn, Kim Trinh, Bob Pederson, Thomas Tranchell, Scott Rogers

Virtual Attendees: Erin Fishburn, Tyler McDonald, Jason Engle, Susan Shelangoskie, Sarah McCalmant, Rod Taylor, Doug Hughes, Melissa McBurney, Dan Quock, Brian Dexter

The Agenda	The Discussion	Action
Call to Order	Board of Trustees Chair Rivas de Bredt called the meeting to order.	Meeting called to order by Trustee Rivas de Bredt at 7:32 a.m.
Pledge of Allegiance	Trustee Rivas de Bredt led the Pledge of Allegiance.	
Agenda Changes	<ul style="list-style-type: none"> Request by Administration to move Exhibit H: Athletic Waivers after the public comments portion of the meeting. Request to add Exhibit I: Resolution 25-01, Naming of the CBC College Treasurer, to the agenda during the discussion/action portion of the meeting. Exhibit I was part of the Board Packet but was not listed on the agenda. 	Trustee Jackson moved and Trustee Smith seconded a motion to approve the updated April 11, 2025 agenda as discussed. Approved unanimously.
Approval of Minutes	March 21, 2025 Board of Trustees Meeting Minutes (Exhibit A) Discussion - None	Trustee Smith moved and Trustee Jackson seconded a motion to approve the March 21, 2025 minutes as written. Approved unanimously.
<u>Celebrating Excellence</u> 2023 & 2024 Student Writing Excellence in Language and Literature (SWELL) Award Winners: Aoife J. Santos Karissa Nakamura Tara N. Severson Laura Hall-Ritchie April Katowitz Joan Kathren Vivian Scott Julia Saueressig Shayla Currin	<p>Created in 2023, as a way to recognize students' excellence in writing, the CBC English Department established the <i>Student Writing Excellence in Language and Literature (SWELL) Awards</i>. The English Department wanted to recognize excellence in student writing and awards that reflect the richness and diversity of writing – awards for Creative Writing, Literary Analysis, English Composition I, Research Writing, Technical Writing, Upper-Division Writing and Best of the Best. There were writing submissions from every faculty and adjunct faculty class at CBC. Faculty member Bob Pederson commented on the many CBC students who are writing well. He commended the English Department faculty on their work in the classroom and for their ability to build student confidence and skills.</p> <p>English Department Faculty Behind the Awards: Kim Trinh, Senior Associate Professor of English Amy Wortley, Associate Professor of English Bob Pedersen, Senior Associate Professor of English Thomas Tranchell, Adjunct Instructor of English Stephanie Scott, Adjunct Instructor of English Annalee Kodman, Senior Associate Professor of English Jalene Wangsgaard, Former Adjunct Instructor of English Kiera Squires, Associate Professor of English Leon Erickson, Senior Associate Professor of English Jennifer Sainz, Associate Professor of English</p>	

By Board Members	<p><u>Trustee Smith</u> Trustee Smith attended the Foundation Outlook event last night. It was interesting to hear the economic outlook and stories from students.</p> <p><u>Trustee Jackson</u> At the latest Association of Washington Business meeting, they discussed possible future tax increases for the business community and customers.</p> <p><u>Trustee Rivas de Bredt</u> Trustee Rivas de Bredt and Trustee Smith spoke to a potential Board trustee candidate recently. If you know of interested parties please let the Board or President Woods know. CBC will have one available trustee position in October 2025. Trustee Rivas de Bredt attended a recent ACT Trustee Tuesday where they discussed budgets – the House and Senate, and the fluidity at the federal level.</p>	
<u>Public Comments</u>	No public comments.	
<u>Discussion/Action</u> Exhibit H: Athletic Waivers Resolution 25-02, Athletic Waivers	CBC Athletic Director, Scott Rogers, discussed the current funding for CBC athletic scholarships through a combination of tuition waiver from the college and ASCBC Service & Activities designated fees providing the allowable 65% scholarship. In the summer of 2024, Washington Community and Technical College presidents voted to allow 100% tuition waivers at Washington schools. Through the proposed Resolution 25-02, we are asking CBC's Board of Trustees to give administration the authority to waive up to 100% of tuition as allowed by the State Board.	<p>Trustee Jackson moved and Trustee Smith seconded a motion to support Resolution 25-02. Approved unanimously.</p> <p>Chair Rivas de Bredt signed Resolution 25-02 on behalf of the Board.</p>
<u>Reports</u> Exhibit D: Cash Reserve Report Exhibit E: Operating Funds Variance Report Exhibit F: Executive Limitations Monitoring Reports EL-7 and EL-8	<p>VP for Administrative Services, Eduardo Rodriguez, provided highlights from the Cash Reserve Report and the Operating Funds Variance Report (Exhibits D & E).</p> <p>Dr. Woods presented the Executive Limitations Monitoring Reports EL-7 and EL-8 (Exhibit F).</p>	
<u>Discussion/Action</u> Exhibit G: First Reading – Board Policies Ends E-1, E-2, E-3 Exhibit I: Resolution 25-01, Naming of the CBC College Treasurer	<p>Trustees had no comments or changes for the Board Policies Ends E-1, E-2, E-3 (Exhibit G).</p> <p>CBC is considering putting some funds in the Local Government Investment Pool. To participate, you must have an officially designated treasurer for CBC. Administration is asking the Board to designate the Vice President of Administrative Services as the official treasurer for CBC. Proposed Resolution 25-01, Naming of the CBC College Treasurer, was presented to the Board for approval.</p>	<p>Trustee Smith moved and Trustee Jackson seconded a motion to move Board Policies Ends EL-1, EL-2 and EL-3 to the May 12, 2025 BOT meeting consent agenda. Approved unanimously.</p> <p>Trustee Jackson moved and Trustee Smith seconded a motion to approve Resolution 25-01, Naming of the CBC College Treasurer. Approved unanimously.</p> <p>Chair Rivas de Bredt signed Resolution 25-01 on behalf of the Board.</p>

Adjournment: 8:27 a.m.	Trustee Rivas de Bredt adjourned the meeting at 8:27 a.m.	
	Next Board of Trustees Meeting Beers Board Room & Zoom Webinar May 12, 2025 - 4:30 p.m.	

Ofelia Rivas de Bredt, Board Chair

Exhibit B

Columbia Basin College: In the News - April 2025

5/07/2025

KNDU-TV:

[Columbia Basin College in Pasco to offer new bachelor's degrees](#)

Tri-City Herald:

[WA Legislature targets \\$134M for 2nd CBC dorm, arts center + other Tri-City projects](#)

[Engines of Opportunity: How Higher Education Powers the Tri-Cities | Opinion](#)

[Bookwalter returns to its Pasco roots with upscale soup and sandwich shop](#)

[Tri-Cities high school athletes committing for college play. Kennewick football up to 6](#)

[Connell graduate finishes Air Force women's basketball career with honors](#)

[What rights do migrant students have? We asked one Tri-Cities school district](#)

FOX41:

[Columbia Basin College hosts open house for prospective students](#)

Union-Bulletin:

[Wednesday recap: wwccs softball team falls twice at Columbia Basin](#)

[Walla Walla Community College's softball team falls to Columbia Basin](#)

Tri-Cities Journal of Business:

[Thousands of Washington state workers lose out on wage hikes](#)

KMVT

["It's always been more than a game to me," Glens Ferry's Taylor Martinez signs to play college softball](#)

Yahoo News

[Tri-Cities students earn \\$133K in college scholarships. See the list](#)

Exhibit C

May Events

01

BUTTON MAKING

STOP BY THE T-BUILDING ATRIUM TO DECORATE A BUTTON BETWEEN 11-1PM & ENJOY SOME SNACKS!

07

PICNIC WITH THE PRESIDENT

STUDENTS CAN SPEAK WITH PRESIDENT WOODS WHILE ENJOYING A DELICIOUS ICE CREAM FLOAT! STOP BY THE PICNIC AREA FROM 12PM-1PM

08

PERLER BEADS PHOTO FRAME

CREATE THE PERFECT MOTHERS DAY GIFT BY MAKING A PERLER BEAD PHOTO FRAME! SUNROOM FROM 11-2PM.

14

WELLNESS FAIR

STOP BY THE SRC FROM 10-2PM TO SEE SEVERAL GROUPS FROM THE COLLEGE & TRI-CITIES COMMUNITY!

15

COLOR BY NUMBER

ENJOY OUR CRAFT HOUR IN THE T-BUILDING ATRIUM, FROM 11-2PM & ENJOY A DELICIOUS POPSICLE!

19

ASCBC STUDENT LEADERSHIP AWARDS

HONOR OUR STUDENT LEADERS THAT COME FROM VARIOUS AREAS AROUND CAMPUS! GJERDE CENTER, 4-7PM. NOMINATIONS NOW OPEN!

22

SUNNY SUCCULENTS & BBQ

BACK BY POPULAR DEMAND! DECORATE A POT & PLANT A SUCCULENT & ENJOY SOME DELICIOUS BBQ'ED FOOD! PINIC AREA FROM 11-2P.M.

CAP/GOWN PICKUP DATES

28th

12pm informational in the Gjerde Center. Pickup to follow from 1pm-7pm

29th

Pickup from 10am-7pm

30th

pickup from 8am-12pm

HOME SPORTS GAMES

5/3 (12&2pm)
5/3 (1pm)

Women's softball vs. Spokane
Men's Baseball vs. Wenatchee Valley



JUNE EVENTS

02

FUELING FOR FINALS

ASCBC WILL BE HANDING OUT FREE ENERGY DRINKS TO STUDENTS WHILE THEY STUDY FOR FINALS! PICNIC AREA, 11-1PM

03

FUELING FOR FINALS

ASCBC WILL BE HANDING OUT FREE ENERGY DRINKS TO STUDENTS WHILE THEY STUDY FOR FINALS! PICNIC AREA, 11-1PM

04

CAP DECORATING & BUTTON MAKING

STUDENTS CAN DECORATE THEIR CAPS & A BUTTON! SUNROOM FROM 11-2PM

05

FIELD DAY

10-2PM | SRC N. LAWN FOOD, DRINKS, GAMES, CAP DECORATING & MORE!! CELEBRATE THE END OF THE YEAR WITH ASCBC!!

Cap/Gown Pickup

2ND

PICKUP FROM 1P.M.-7P.M.

3RD

PICKUP FORM 10A.M.-2P.M.

9TH

PICKUP FROM 10A.M.-1P.M.

10TH

PICKUP FROM 10A.M.-1P.M.

H-BUILDING
CONGRESS
ROOM

13

Graduation...aka best day ever!

4PM: BUSINESS, CAREER & TECHNICAL EDUCATION, COMPUTER SCIENCE, AND HEALTH SCIENCE

7PM: EDUCATION, SOCIAL & BEHAVIORAL SCIENCE; MATH, SCIENCE, & ENGINEERING; ARTS, HUMANITIES, & COMMUNICATIONS; AND UNDETERMINED/NO PATHWAY

TOYOTA CENTER



STUDENT LEADERSHIP AWARDS

MAY 19TH, 2025 | GJERDE CENTER | 4PM

Honor student leaders from around campus!

CATEGORIES

STUDENT LEADER OF THE YEAR
STUDENT CLUB/ORG OF THE YEAR
EVENT OF THE YEAR-CBC CLUB/ORG
EVENT OF THE YEAR-CBC DEPARTMENT
COMMUNITY SERVICE AWARD
EMERGING STUDENT LEADER
COLLABORATION OF THE YEAR
OUTSTANDING SUSTAINABILITY EFFORTS
DEPARTMENTAL SUPPORT AWARD
STUDENT ADVISOR/SUPERVISOR OF THE YEAR

Exhibit D

Columbia Basin College

Cash Reserve Report

FY2025 - March

Assets			
Cash			
In Bank	1000070	\$	28,914,096
Petty Cash	1000020	\$	5,504
Total Cash		\$	28,919,600
Investments			
Short Term (0-365 days)	1000040-1000050		
	1020000-1020030	\$	5,104,141
Long Term (>365 days)	1110003-1110060	\$	16,635,809
Total Investments		\$	21,739,950
Accounts Receivable			
Current	1010100 + 1010030	\$	431,145
Unbilled	1010050	\$	593,480
AR - Other	1010240 + 1010060	\$	474,148
Allowance for AR	1010110 + 1010130	\$	(18,497)
Total AR		\$	1,480,277
Inter/Intra Gov Receivables			
Due from Fed	1010150	\$	3,702,813
Due from Other Gov	1010160	\$	3,188,181
Due from Other Agency	1010180	\$	208,235
Total Inter/Intra Gov Receivables		\$	7,099,228
Total Assets		\$	59,239,055
Liabilities			
Current Liabilities			
Accounts Payable	2000010	\$	347,575
Accrued Salaries Payable	2011010		
Due to Other Agency	2012050	\$	161,793
Sales/Use Tax	2010070	\$	30,583
Accrued Liabilities	2001070		
COP Current Year P&I Due	2050010	\$	1,039,625
Total Current Liabilities		\$	1,579,576
Total Liabilities		\$	1,579,576

Cash Balance			
(ASSETS less LIABILITIES)		\$	57,659,479
Dedicated Balances	Account		
Student Supported Capital	1000070	\$	4,102,349
3.5% - Institutional Financial Aid	1010190	\$	1,897,279
Students S&A	1000070	\$	5,564,879
Bookstore Operating Reserves	1000070	\$	2,889,485
Technology Fee	1010190	\$	1,495,254
Parking Fees	1010190	\$	1,074,835
Basic Food Employment and Training	1000070	\$	370,138
Total		\$	17,394,219
Reserves Policy - BOT Policies on Reserves			
Unplanned Capital Repair and Replacement		\$	2,000,000
Capital Facilities Projects		\$	19,696,872
Operating Reserve		\$	10,920,000
Emergencies		\$	2,000,000
Total		\$	34,616,872
Operating Reserves Balance			
Existing Reserve balance less Dedicated Reserves and Emergency Reserves		\$	5,648,388

*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 E

Fiscal Year 2425 Operating Funds Variance

As of Fiscal Month End: March 2025

					EXP/BDGT	EXP/REV	REV/BDGT	
State Alloc	001, 24J, 08A	EXP BDGT	\$	41,544,356	<div><div></div></div>	69.55%	70.71%	98.36%
		EXP	\$	28,895,288	<div><div></div></div>			
		REV (Alloc)	\$	40,864,272	<div><div></div></div>			
Local Fees	148	EXP BDGT	\$	3,652,919	<div><div></div></div>	52.13%	46.64%	111.77%
		EXP	\$	1,904,449	<div><div></div></div>			
		REV	\$	4,082,942	<div><div></div></div>			
Local Tuition	149	EXP BDGT	\$	23,792,562	<div><div></div></div>	64.21%	86.56%	74.18%
		EXP	\$	15,277,907	<div><div></div></div>			
		REV	\$	17,649,157	<div><div></div></div>			
Contracts	146	EXP BDGT	\$	2,190,942	<div><div></div></div>	60.94%	17.18%	354.61%
		EXP	\$	1,335,090	<div><div></div></div>			
		REV	\$	7,769,383	<div><div></div></div>			
YTD Total	*Includes Interfund Transfers	EXP BDGT	\$	70,548,093		67.21%	67.38%	99.74%
		EXP	\$	47,412,735				
		REV	\$	70,365,754				
Approved Budget Total		BDGT	\$	69,138,607	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 75.00%			
					Notes:			
					State Allocation Schedule #8			
Account		BDGT	EXP	EXP/BDGT				
Salaries and Wages		5000003	\$ 41,607,345	\$ 30,157,014	72.48%			
Benefits		5010003	\$ 14,232,328	\$ 10,058,212	70.67%			
Contracted Services		5050003	\$ 3,292,549	\$ 1,805,090	54.82%			
Goods & Routine Services		5030003	\$ 3,221,421	\$ 1,146,843	35.60%			
Other Expenses		5081004	\$ 3,002,754	\$ 1,908,036	63.54%			
Utilities		5060003	\$ 1,737,000	\$ 1,125,743	64.81%			
Travel		5080004	\$ 822,259	\$ 399,928	48.64%			
Capital Expenses		5040003	\$ 352,077	\$ 80,178	22.77%			
Grants, Scl. ships,Fellowships		5020003	\$ 1,216,521	\$ 731,690	60.15%			
Debt Expenditures		5110003	\$ 1,696,525	\$ -	0.00%			
Interfund Transfers			\$ (632,686)	\$ -	0.00%			
YTD Total			\$ 70,548,093	\$ 47,412,735				
					Print Date: 4/30/2025			

Exhibit F

COLUMBIA BASIN COLLEGE

2025-2026 OPERATING BUDGET PROPOSAL

Overview

The Budget is a plan for the future of how we intend to use our resources based on the information and assumptions that are available today.

CBC's budget development process engages various stakeholders in creating a sustainable operating budget. Our process is a team effort involving the Budget Services and Institutional Research departments, CBC's Cabinet, departmental budget managers, and their faculty and staff. The budget priorities are all driven by strategies as outlined in *Inclusivo*, our current strategic plan. Individual departmental budgets represent the anticipated funding needs to carry out the departments' goals and objectives in support of CBC's Mission, Vision, and Values. As an institution, our approach to budgeting has allowed us to continue serving our community while monitoring enrollment changes over the fiscal year. Our revenue projections and enrollment assumptions continue to be conservative, allowing us to build an operating budget that provides opportunities for growth if our actual revenue and enrollments exceed our projections. Our frequent analysis of revenues and expenditures allow us to review and adjust our plan as we progress through the fiscal year.

External Factors

External factors are taken into consideration when developing a forecast of our future expected resources to support our daily operations.

- Tuition Operating Fee rate increased by 3.3%
- Running Start (RS) program non-vocational full rate increased by 4.6%
- RS program is now eligible for summer quarter enrollment
- COLA expected to be funded at 79% via state budget allocation
- Projected increase in tuition-paying enrollments by 3.0%
- Projected increase in RS enrollments by 2.5%
- Substantial reduction in estimated state allocation funding projections

Assumptions

The expectations of events that will occur in the fiscal year. These expectations have an impact on our forecasted expenses.

- Cost of Living Adjustments (COLA) of 3.00% for I-732 eligible employees
- Cost of Living Adjustments (COLA) of 3.00% for Exempt and Non-Represented Classified employees
- Annual health plan employer rate increased from \$14,200 to \$15,780 per eligible participating employee
- Utility cost increase of 7% of prior year budget
- Institutionalized grant commitments
- Growth in faculty positions

Initiative Priority

Institutional priority initiatives that help drive the allocation of financial resources to move the mission of our college forward.

Columbia Basin College continues to prioritize funding in support of programs and activities that align with *Inclusivo*, our strategic plan. For FY26, the budget provides resources to help fund:

- Cohort expansion and accreditation standards in Health Science programs
- Additional full-time faculty positions
- Institutional grant commitments to support Title V positions
- Investment in employee security, implementing Little Green Button technology

Budget Enhancements

Strategic investments in programs and services to support our mission and move the strategic priorities forward.

- Institutionalization of four Title V positions at 25%
- Investment in Facilities department to meet Clean Energy Act compliance
- 12 new tenure track Faculty positions
- Reclassification of one position to meet the increased job duties
- Budget resource allocation to meet inflation cost for Avaya phone systems
- Budget investment for adjunct faculty positions to support Health Science Program labs' student-to-faculty ratios

Classification of Resources

We currently classify our resources in four major categories. This helps to manage the resources and align the source to the use appropriately.

- Operating Budget: Funding sources include State Allocation, Tuition income (Fund 149), Fee Income (Fund 148), and Running Start contract income (Fund 146)
- State Allocation: State-provided authorization to spend the fiscal year allocation. This includes a combination of restricted and general operational support funding
- Grants (Fund 145): Funding sources include federal, state or local grants. Revenues generated from Grants are restricted to fulfill the objectives specified by the granting agency. This revenue is not used as part of our operating budget process. Some grant awards require institutional support contributions from the operating budget
- Contracts (Fund 146): In addition to contractual obligations, net revenue is used to supplement the operating budget
- Associated Students (Fund 522): This funding is managed by ASCBC and used to fund approved student activities. A budget committee allocates funding to student organizations, clubs, and groups

Budget Manager Responsibility

Delegated Authority of budget account responsibility:

Our accounts are organized by Vice President (VP) area. Each VP has the ability to delegate budget responsibility to Assistant VPs, Deans, or Directors in their area to assist in the management of the approved fiscal year budgets.

Delegation of budget authority includes but is not limited to:

- Management of expenses
- Review and approval of all purchases under delegated budget accounts
- Understanding budget chartstrings, combination codes, and account types
- Reconciling delegated budgets
- Regularly attending scheduled training sessions
- Actively participating in CBC's annual budget development process

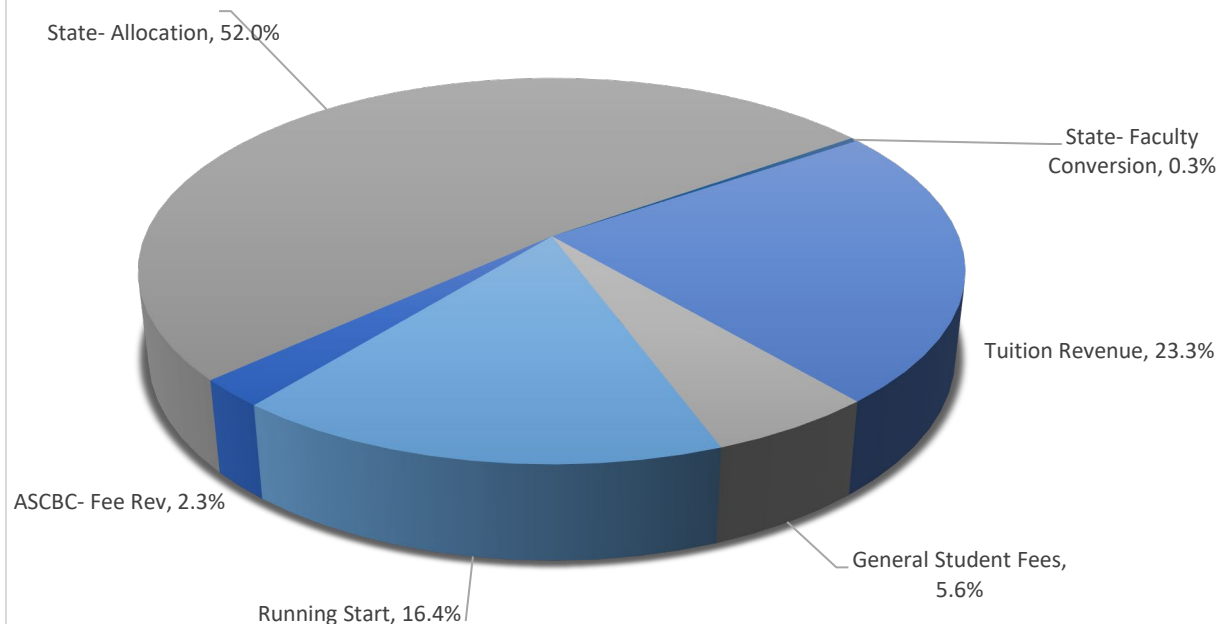
Fiscal Year Budget Comparison FY26 to FY25

Operating Revenue Forecast				
Account	Description	FY26 BOT Proposal	FY25 BOT Approved	Year over Year Change
522- 1AUR	ASCBC- Fee Rev	\$ 1,696,525	\$ 900,000	\$796,525
000-STATE	State- Allocation	\$ 37,640,413	\$ 35,816,288	\$1,824,125
000-GP	State- Guided Pathway Allocation	\$ -	\$ 1,483,623	(\$1,483,623)
091-Nursing	State- Nursing Educator Allocation	\$ -	\$ 509,567	(\$509,567)
112-HD	State- High Demand Faculty	\$ -	\$ 770,434	(\$770,434)
000-FC	State- Faculty Conversion	\$ 243,000	\$ 243,000	\$0
149-TUITION	Tuition Revenue	\$ 16,901,397	\$ 15,753,864	\$1,147,533
148-FEES	General Student Fees	\$ 4,047,297	\$ 3,844,093	\$203,204
xxx-Other	Other Local Rev -Reserves	\$ -	\$ -	\$0
146-RS	Running Start	\$ 11,912,157	\$ 9,909,323	\$2,002,834
Total Operating Revenue		\$ 72,440,789	\$ 69,230,192	\$ 3,210,597
Operating Expense Forecast				
Account	Description	FY26 BOT Proposal	FY25 BOT Approved	Year over Year Change
A:	Salaries And Wages	\$ 43,259,674	\$ 41,962,971	\$1,296,703
B:	Employee Benefits	\$ 15,371,821	\$ 13,421,572	\$1,950,249
C:	Professional Service Contracts	\$ 3,522,570	\$ 3,156,002	\$366,568
E:	Goods And Other Services	\$ 7,300,551	\$ 7,437,181	(\$136,630)
G:	Travel	\$ 785,324	\$ 629,852	\$155,472
J:	Capital Outlays	\$ 239,685	\$ 280,656	(\$40,971)
N:	Grants,- Client Services	\$ 964,016	\$ 1,186,534	(\$222,518)
P:	Debt Service/Liability	\$ 1,696,525	\$ 1,696,525	\$0
S/T:	Interagency Reimbursements	\$ (700,000)	\$ (632,686)	(\$67,314)
Total Operating Expenses		\$ 72,440,166	\$ 69,138,607	\$ 3,301,559
Net Resources		\$ 623	\$ 91,585	

FY26 Revenue Forecast:

Account	Description	FY26 BOT Proposal	% of Total Revenue
522-1AUR	ASCBC- Fee Rev	\$ 1,696,525	2.3%
000-STATE	State- Allocation	\$ 37,640,413	52.0%
000-GP	State- Guided Pathway Allocation	\$ -	0.0%
091-Nursing	State- Nursing Educator Allocation	\$ -	0.0%
112-HD	State- High Demand Faculty	\$ -	0.0%
000-FC	State- Faculty Conversion	\$ 243,000	0.3%
149-TUITION	Tuition Revenue	\$ 16,901,397	23.3%
148-FEES	General Student Fees	\$ 4,047,297	5.6%
146-RS	Running Start	\$ 11,912,157	16.4%
Revenue Forecast		\$ 72,440,789	100%

Revenue Source by Type



FY26 Expense Budget Proposal:

Object	Object Description	FY26 BOT Proposal	% of Total Budget
A:	Salaries And Wages	\$ 43,259,674	59.7%
B:	Employee Benefits	\$ 15,371,821	21.2%
C:	Professional Service Contracts	\$ 3,522,570	4.9%
E:	Goods And Other Services	\$ 7,300,551	10.1%
G:	Travel	\$ 785,324	1.1%
J:	Capital Outlays	\$ 239,685	0.3%
N:	Grants & Client Services	\$ 964,016	1.3%
P:	Debt Service/Liab	\$ 1,696,525	2.3%
S/T:	Interagency Reimbursements	\$ (700,000)	-1.0%
Operating Expense		\$ 72,440,166	100%

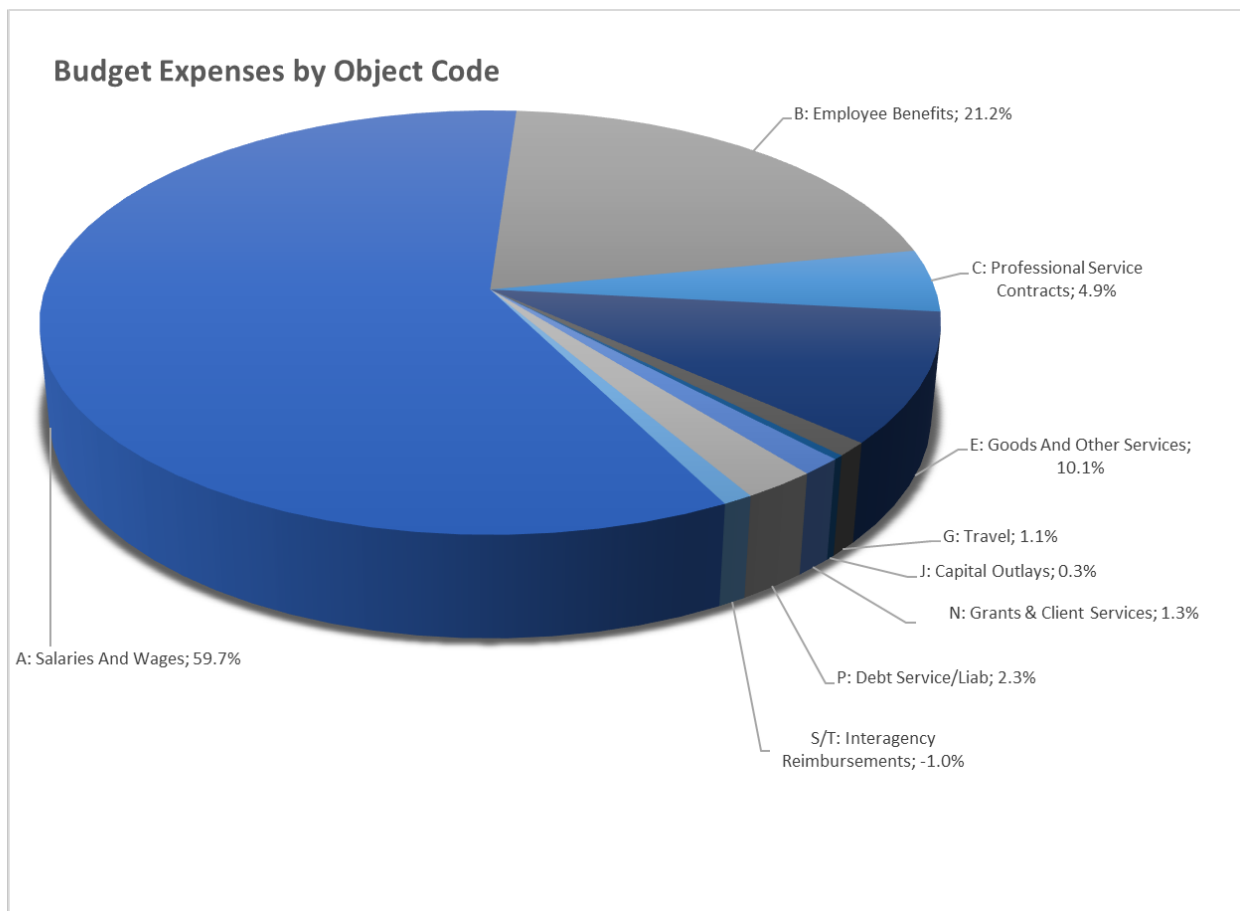


Exhibit G

S&A Budget Final Draft	2023-24	2024-25	2025-26	2025-26
Projection & Continual Expenses				
Service & Activities Fee Projection	\$1,558,000.00	\$1,800,000.00	\$ 2,100,000.00	\$ 2,100,000.00
ASCBC Salaries (continual)	\$ 230,000.00	\$ 237,336.00	\$ 239,000.00	\$ 239,000.00
Graduation		\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
Supplemental ASCBC Support Account	\$ 83,344.00	\$ 40,000.00	\$ 40,000.00	\$ 245,437.00
Sub-Total to Allocate	\$1,244,656.00	\$1,462,664.00	\$ 1,761,000.00	\$ 1,761,000.00
Organizations			Requested	Approved
Orchestra	\$ 5,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00
Band	\$ 40,367.00	\$ 45,778.00	\$ 51,000.00	\$ 51,000.00
Vocal Music	\$ 61,200.00	\$ 65,000.00	\$ 79,000.00	\$ 79,000.00
Drama/Theater	\$ 52,600.00	\$ 52,600.00	\$ 56,900.00	\$ 56,900.00
Baseball	\$ 40,000.00	\$ 44,800.00	\$ 44,800.00	\$ 44,800.00
Men's Basketball	\$ 30,000.00	\$ 30,450.00	\$ 30,450.00	\$ 30,450.00
Men's Soccer	\$ 28,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Men's Golf	\$ 13,500.00	\$ 14,325.00	\$ 14,325.00	\$ 14,325.00
Women's Basketball	\$ 30,000.00	\$ 30,450.00	\$ 30,450.00	\$ 30,450.00
Volleyball	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Women's Soccer	\$ 28,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Women's Golf	\$ 13,500.00	\$ 14,325.00	\$ 14,325.00	\$ 14,325.00
Softball	\$ 30,000.00	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00
Esports		\$ 69,505.00	\$ 15,000.00	\$ 15,000.00
Services				
Services Managed by ASCBC				
Service	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
Travel/Training	\$ 14,200.00	\$ 14,200.00	\$ 20,000.00	\$ 20,000.00
Office Expense	\$ 13,500.00	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00
Progressive Club Funding	\$ 50,000.00	\$ 52,500.00	\$ 60,000.00	\$ 60,000.00
Activities	\$ 50,000.00	\$ 52,500.00	\$ 70,000.00	\$ 70,000.00
Music Copyrights	\$ -	\$ -	\$ -	\$ -
Game Room	\$ 34,175.00	\$ 34,175.00	\$ 50,000.00	\$ 50,000.00
Services Managed outside of ASCBC				
Veterans Resource Center	\$ 12,010.00	\$ 11,518.00	\$ 11,518.00	\$ 11,518.00
Athletic Promotions	\$ -	\$ -		
Game Management	\$ 86,500.00	\$ 95,000.00	\$ 95,000.00	\$ 80,250.00
Esvelt Gallery	\$ 26,550.00	\$ 27,000.00	\$ 29,350.00	\$ 29,350.00
Academic Success Center	\$ 82,470.00	\$ 87,036.00	\$ 88,011.00	\$ 88,011.00
Disability Testing	\$ 41,500.00	\$ 47,600.00	\$ 26,450.00	\$ 26,450.00
Grants in Aid (Athletic scholarships)	\$ 148,560.00	\$ 170,808.00	\$ 209,048	\$ 209,048.00
Talent Grants (Drama)	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
Talent Grants (Vocal Music)	\$ 31,800.00	\$ 36,000.00	\$ 42,000.00	\$ 42,000.00
Talent Grants (Band)	\$ 24,000.00	\$ 27,000.00	\$ 40,000.00	\$ 40,000.00
Talent Grants (Orchestra)	\$ 3,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Childcare Reimbursement	\$ 52,500.00	\$ 52,500.00	\$ 40,000.00	\$ 40,000.00
Travel Reimbursement for Low Income Students	\$ 37,800.00	\$ 37,800.00	\$ 80,000.00	\$ 80,000.00
Planetarium	No Proposal	\$ 10,800.00	\$ 12,524.00	\$ 12,524.00
Higashi Nippon International University Inter-University Exchange Project		\$ 2,800.00	\$ 2,760.00	\$ 2,760.00
MESA	-	\$ 15,005.20	\$ 16,000.00	\$ 16,000.00
Career Services	-	-	\$ 18,180.00	\$ 18,180.00
Prefunded Clubs				
Hockey Club	\$ 15,588.00	\$ 13,726.00	No Proposal	No Proposal
Splitting Image	\$ 6,000.00	No Proposal	No Proposal	No Proposal
Tech Club	No Proposal	No Proposal	\$ 13,295.00	\$ 13,055.00
Professional Agricultural Student Org (PAS)	\$ 18,800.00	\$ 27,731.00	\$ 35,272.00	\$ 34,672.00
Psych Club	No Proposal	No Proposal	No Proposal	No Proposal
Game Club	No Proposal	No Proposal	No Proposal	No Proposal
Dental Hygiene	\$ 9,300.00	\$ 11,616.96	\$ 27,432.00	\$ 18,938.00
Cyberhawks	\$ 15,600.00	\$ 10,000.00	\$ 15,600.00	\$ 12,600.00
Phi Theta Kappa (PTK)	\$ 12,500.00	\$ 14,521.16	\$ 20,700.00	\$ 13,490.00
Chemistry Club	\$ 4,450.00	No Proposal	No Proposal	No Proposal
DECA	\$22,186	\$31,279	\$ 53,571.00	\$ 34,807.00
LULAC		\$11,995	\$ 10,890.00	\$ -
Hawk Cycling		\$11,995	No Proposal	No Proposal
Project Management	-	-	\$ 23,410.00	\$ 11,410.00
	2023-24 Totals	2024-25 Totals		20202-26 Totals
	\$ 1,244,656.00	\$ 1,458,588.91	\$ 1,631,511.00	\$ 1,555,563.00

2025-2026 S&A Student Body Recommendation

This document can be used to better understand the three-year budget recommendation spreadsheet. This is a recommendation by the Service & Activities (S&A) Budget Committee.

Committee Process and Increasing the S&A Fee

This year's committee consisted of seven ASCBC student leaders and five students that are active club members, Director for Student Activities, Assistant Director for Student Activities, Assistant Dean for Student Conduct and Student Life and a representative from Budget Services. This committee used CANVAS to review 24 proposals that were submitted this year. The committee met on Monday's from 2p.m.-4p.m. for eight weeks beginning January 21st, 2025 until April 18th, 2025. Members reviewed proposals beforehand to come ready to meetings to discuss the applications and proposals.

The committee received a later projection from the CBC Business Office for the 2025-2026 academic year. The projection for the next academic year lifted to \$2,100,000.

The Use of S&A Fees

While reviewing the proposals, the committee had robust discussions on how and what constitutes S&A fees. By definition, S&A fees "refers to any college co-curricular or extracurricular activity participated in by students in the furtherance of their education" (Guidelines on the Use of S&A Fees, 2018, p. 2)." Merriam-Webster Online Dictionary describes co-curricular as "being outside of but usually complementing the regular curriculum," and it describes extracurricular as "not falling within the scope of regular curriculum."

The Guidelines on the Use of S&A Fees (GUSAF) and RCW 28B.15.041 also disclose that S&A fees should be used to benefit the student body, as it is part of the tuition they pay to the institution. Therefore, any expenses where community members, faculty members, or community organizations were disproportionately served in comparison to students were also questioned.

In addition to The Killian Guidelines, the committee used the PowerPoint Presentation that was created by Assistant Attorney General, H. Bruce Marvin. Like the Killian Guidelines, the AAG's PowerPoint addresses the proper and improper use of S&A fees but does a more detailed job at referencing Washington's permanent laws (RCW's).

With an updated version of the GUSAF being released in October 2018, ASCBC continues to review all S&A supported groups and their activities to see how: 1) they adhere to the definition of S&A fees, extra-curricular activities, and/or co-curricular activities, 2) they directly support the student population and not disproportionately support community activities or instruction, and 3) the programs funded meet measurable standards that can be documented and reported upon annually to show how they are serving currently registered students.

Projection & Continual Expenses

As part of the S&A fee process, the committee continues to support three continual expenses.

- ASCBC/Student Activities Salaries – This allows S&A fees to pay staff and students who contribute to ASCBC/S&A, per the ASCBC Constitution & Bylaws and the GUSAF.
- Supplemental ASCBC Support Account – This account allows the ASCBC Office to support one-time, unexpected expenses for its ASCBC supported groups. Each progressively funded club to receive a minimum of \$3,000 for the academic year even after the club funding account exceeds

2025-2026 S&A Student Body Recommendation

16 clubs. This ensures that even those clubs who start in winter quarter are given adequate prorated financial support.

- Graduation Support Account- This account will be used to fund items that will be going towards CBC's annual graduation which includes cost of student's graduation regalia (caps, gowns, tassels, stoles) and any informational or graduation events that is put on for graduating CBC students.

Increases to the Technology Fee

No technology fee presentation was given to the 2024 Budget Committee. As part of 2023 Budget Committee, the students were asked to review an increase to the technology fee. This discussion falls outside the annual S&A budget, but an increase to the technology fee does require student government approval. Brian Dexter presented a gentle increase to the tech fee based on inflation and tuition rates. Even though there is not a stated maximum tech fee in the Revised Code of Washington (RCW), it was thought that aligning the tech fee increases with tuition and the S&A fee made sense for our college. All three will now be on the same incremental increase schedule within two academic years. For the next two years, the tech fee will increase by \$0.050 per credit per year (FY24 & FY25) and then will align with the tuition and S&A fee rate increase at approximately 2.5% annually thereafter. This was unanimously approved by the student budget committee in 2023.

ORGANIZATIONS

Organizations make a substantial contribution to the mission of the College by representing the College in NWAC Sports or through the co-curricular activities of vocal, instrumental, or dramatic arts.

Orchestra

Total Recommendation: \$19,000

- Fully Funded.
- The group asked for the same amount that was approved for the 2024-2025 academic year.

Band

Total Recommendation: \$51,000

- Fully Funded.
- The group asked for more than the previous year due to need for new and upgrades on equipment and proper supplies and accessories for students and the program.

Vocal Music

Total Recommendation: \$79,000

- Fully Funded.
- The group asked for more than the previous year to accommodate to for travel and cost of tours and festivals that the program participates in.

ACF-Drama/Theatre

Total Recommendation: \$56,900

- Fully Funded.

2025-2026 S&A Student Body Recommendation

- The group asked for more than the previous year to accommodate the cost of what it takes to create the production of each play.

Baseball, Basketball (M), Soccer (M), Golf (M), Basketball (W), Soccer (W), Softball, Esports

Total Recommendations for Each Sport:

Baseball- \$44,800

Basketball (M)- \$30,450

Soccer (M)- \$30,000

Golf (M)- \$14,325

Basketball (W)- \$30,450

Volleyball- \$30,000

Soccer (W)- \$30,000

Golf (W)- \$14,325

Softball- \$33,000

Esports- \$15,000

- All sports were fully funded.
- Funds include equipment, travel expenses, and uniforms.

SERVICES

Services enhance the student experience either through on-going student involvement (game room, activities, clubs, gallery, etc.), through self-governance (ASCBC operating budgets) or through ways other than activities (tutoring, disability testing, childcare-reimbursement, veterans' resources, etc.).

Service to Students

Total Recommendation: \$11,500

- Fully Funded
- Same request as the last academic year.
- This represents one-time service projects for CBC students.

Travel and Training

Total Recommendation: \$20,000

- Fully Funded
- Increase in funds to create more opportunities for staff and student leaders to attend local and national educational programming and professional development and also include:
 - Student government
 - Leadership council
 - Clubs and club council
 - Club advisors

2025-2026 S&A Student Body Recommendation

- Student budget committee

Office Expenses

Total Recommendation: \$6,750

- Fully funded.
- Same request as the previous year.
- Funds ASCBC office supplies including supplies for the office art room and copy machine.
- This includes upgrading computers, printers, or other office equipment as needed.

Progressive Club Funding

Progressively Funded Clubs are chartered annually and receive funds in allotments as established by the Office of Student Activities and ASCBC. Clubs must maintain a minimum of nine currently enrolled students/club members.

Total Recommendation: \$60,000

- Fully funded.
- ASCBC has seen an increase in student clubs with the current total at 35 clubs.
- This allows progressively funded clubs to receive funds during the Fall and Winter Quarter.

Activities

Total Recommendation: \$70,000

- Fully Funded.
- Funds extracurricular activities for the student body.
- Increase in funds than last year.
- Parts of these funds will go towards the Contraceptive Vending Machine that students can access in the H-Building.
- The music copyright fee that formerly came out of a separate account has not been combined with this account.

Game Room

Total Recommendation: \$50,000

- Fully Funded
- Increase in funds than the previous year.
- There has been an 49% increase in students using the game room and requests for game room to be open later. This academic year, the game room was able to be staffed until 3p.m. The goal for the next academic year is to hire an additional student worker to staff an evening shift.
- Increase is to purchase furniture for seating since there are currently only a few chairs.

Veterans Resource Center

Total Recommendation: \$11,518

- Fully Funded
- The center will continue to fund programming for veterans and their families as well as collaborative events with ASCBC for students.

2025-2026 S&A Student Body Recommendation

- The funds will also continue a VetsCorps position for the center.

Game Management (Athletics)

Total Recommendation: \$80,250

- Partially funded.
- Funds official fees, NWAC dues and travel, Live Streaming/Video Exchange and Filming, larger game purchases and athletic giveaways for home game contests.
- Partial requested funds did not align with Killian Guidelines.
- This includes the funding for athletic promotions, instead of it being a separate account.

Esvelt Gallery

Total Recommendation: \$29,350

- Fully funded.
- Funds exhibits that are open to all students.
- Funds the gallery expenses like student workers, paint, framing, etc.

Academic Success Center

Total Recommendation: \$88,011

- Fully funded.
- Increase from previous academic year.
- Funds student tutor wages.

Disability Testing

Total Recommendation: \$26,450

- Fully funded.
- Lower ask the previous year.
- Funds will go towards disability and mental health evaluations for students.

Grants in Aid (Athletic Scholarships)

Total Recommendation: \$209,048

- Fully funded.
- Fund request increased from last year.
- By fully funding, we are keeping our scholarship amounts competitive with those of other community colleges across the region.
- Scholarships help with retention of students and rewards their hard work and talent.

Talent Grants (Drama)

Total Recommendation: \$18,000

- Fully funded.
- This provides our student performers tuition scholarship.
- Scholarships help with retention of students and rewards their hard work and talent.

2025-2026 S&A Student Body Recommendation

Talent Grants (Vocal Music)

Total Recommendation: \$42,000

- Fully funded.
- Increase ask from previous academic year.
- This provides our students performers tuition scholarships.
- Scholarships help with retention of students and rewards their hard work and talent.

Talent Grants (Band)

Total Recommendation: \$40,000

- Fully funded.
- Increase ask from previous academic year.
- This provides our student performers tuition scholarships.
- Scholarships help with retention of students and rewards their hard work and talent.

Talent Grants (Orchestra)

Total Recommendation: \$6,000

- Fully Funded
- This provides our student performers tuition scholarships.
- Scholarships help with retention of students and rewards their hard work and talent.

Childcare Reimbursement

Total Recommendation: \$40,000

- Fully Funded
- Lower request than previous academic year.
- Funds childcare for low-income students.
- This is a retention tool and allows adult-returning student additional support to complete their educational goals.

Travel Reimbursement

Total Recommendation: \$80,000

- Fully funded.
- Increase ask from previous academic year.
- This academic year (2024-2025), WEC had more applications than ever requesting assistance for travel reimbursement.
- Funds travel expenses for low-income students to take in-person classes.
- ASCBC recognizes that the increase in gas costs is impacting student's ability to attend classes in-person, and we want to assist students with this challenge. We have seen students travel from areas that include but are not limited to Yakima, Sunnyside, Moses Lake and other surrounding cities.
- This is a retention tool and allows students additional support to complete their educational goals.

Planetarium

2025-2026 S&A Student Body Recommendation

Total Recommendation: \$12,524

- Fully funded.
- Increase ask from previous academic year.
- Funds the 10-year licensing agreement for two educational films that are used for educational purposes for students and student courses.

Higashi Nippon International University Inter-University Exchange Project

Total Recommendation: \$2,760

- Fully funded.
- All requests align with proper use of S&A funds and reflect proper per diem calculations.
- Funds approved include fees to cover cost of educational museums for students, costs for transportation and per diem expenses.

MESA

Total Recommendation: \$16,000

- Fully Funded.
- Increase ask from previous academic year.
- Many students utilize the MESA Center.
- Budget Proposal was well written and deemed all the asks necessary.

CAREER SERVICES

Total Recommendation: \$18,180

- Fully Funded.
- First time applicant.
- Career Services provides many opportunities for our students to meet local business leaders and owners. It puts on a large career fair during the Spring that assists students in obtaining jobs and meeting local recruits. Career Services also assists students in finding internships.

PRE-FUNDED CLUBS

These clubs meet two of the four criteria to apply for the pre-funding with the S&A Budget Committee each year: 1) They compete for the college; 2) They are tied to an instructional department or area; 3) They are part of a national organization; 4) They are a recognized honor society.

TECH HAWKS

Total Recommendation: \$13,055

- Partially funded.
- Formerly known as Tech Club.
- Returning Pre-Funded Club.

2025-2026 S&A Student Body Recommendation

- Not enough information for food request was written, committee voted to remove those fund requests.

Professional Agricultural Student Organization (PAS)

Total Recommendation: \$34,672

- Partially funded.
- Funds were increased due to the increase in members and competition/travel costs.
- If additional students qualify for competitions past twelve students, they can ask for those additional students to be funded out of the supplemental ASCBC support account if those students meet the ASCBC travel requirements.

Dental Hygiene

Total Recommendation: \$18,938

- Partially funded.
- This group was given an increase in funding, but they were not fully funded for their full ask.
- The high increase in funding requests did not align with the inflation chart that Budgeting Services created and was over asking.
- Removed items that were considered impermissible, per Killian Guidelines.

Cyberhawks

Total Recommendation: \$12,600

- Partially Funded.
- Fund request for swag was removed since the club has recently purchased large amounts of swag.

Phi Theta Kappa Honor Society

Total Recommendation: \$13,490

- Partially Funded.
- Items that were considered impermissible, per the Killian Guidelines were removed such as creating an overstock of items, spending too much money on only a small number of students vs. all active students attending one trip.
- This academic year has shown a success in the quarterly study days with many students signing in and studying during Study Day in the T-Building Atrium.

DECA

Total Recommendation: \$34,807

- Partially Funded
- Items that were considered impermissible, per the Killian Guidelines were removed such as apparel for competition when DECA has the clothing closet that they can obtain clothes from.

2025-2026 S&A Student Body Recommendation

- DECA has proven to be a successful club with placing high in this year's (2024-2025) academic competitions as well as having a high student club member participation.
- The high increase in funding requests did not align with the inflation chart that Budgeting Services created and was over asking.

PROJECT MANAGEMENT

Total Recommendation: \$11,410

- Partially Funded
- Returning Pre-funded club.
- Funds removed because high ask for only sending two students to competitions.

Exhibit H

POLICY TYPE: ENDS E-1

POLICY TITLE: MISSION, VISION, VALUES STATEMENT

Mission

Columbia Basin College inspires, educates, and supports all students in an environment of academic excellence leading to the completion of degrees, certifications, and educational transfers, while fostering meaningful employment, engaged citizenship, and a life-long joy of learning.

Vision

Columbia Basin College will be the educational home that transforms students' lives through economic and social mobility and strengthens the communities we serve through meeting the ever changing educational needs of our region and state.

Values

Student Learning

Our first priority is to work collaboratively to ensure student learning, success, and completion in an environment of open inquiry, respect, critical thinking, and creativity. We strive to create community and belonging where students mature and develop intellectually, emotionally, ethically, and physically both inside and outside of the classroom.

Culture of Excellence

We provide excellent teaching and services through a theory-driven and data-informed culture of innovation, collaboration, continuous improvement of performance, and a commitment to professional growth and development for all employees.

Diversity, Equity and Inclusion

We celebrate diversity in all its forms and we believe that our many unique perspectives makes us stronger. Diversity among our team enriches our institution and our students' experience. We are dedicated to eliminating barriers to success through intentional and equitable efforts to provide quality learning opportunities.

Sustainability

We consciously practice and model broad-based sustainability for our students, and our communities, through the balancing of economic, societal, and environmental factors when considering campus development of facilities, processes, programs, and curricula.

Wellbeing

We create a healthy environment that encourages physical and emotional wellness and enjoyment of learning.



Community College District 19 Board of Trustees

POLICY TYPE: ENDS E-2

POLICY TITLE: MISSION FULFILLMENT

Mission fulfillment at Columbia Basin College is met when the residents of Benton and Franklin Counties have equitable access to affordable higher education that allows them to prepare for their chosen careers, earn family-sustaining wages, and contribute to the growth and vitality of the local economy.

1. Students enrolled, and students who successfully complete represent the demographics of Benton and Franklin Counties.
2. Students complete GED and HS-Equivalent credentials which allow students to transition to college or begin, continue or change their chosen careers.
3. Students complete professional and technical programs which enable them to begin, continue or change their chosen careers.
4. Students complete transfer programs which enable them to begin their chosen careers or transfer to 4-year schools to complete their bachelor's or higher degree programs.
5. Graduates obtain in-demand jobs with family-sustaining wages within Benton and Franklin Counties, thereby benefitting the community with a well-trained and educated workforce and positive financial return, as well as economic mobility that strengthens graduates and their families.

Adopted: 7/01/1997
Revised: 06/13/2022 & 08/02/2024
Last Reviewed: 04/11/2025

POLICY TYPE: ENDS E-3

POLICY TITLE: CRITICAL BASIC CONDITIONS

There are several Critical Basic Conditions that are key factors to students achieving completion at CBC. The Board, with the President and Leadership Team, will define and monitor these on a specified basis as well. Some examples of these Conditions are:

1. Retention
2. Level Completion
3. Course Completion
4. Grades (> 2.0)
5. Gateway Course Completion
6. Degree and Certificate Completion
7. Transfer to 4-Year