COLUMBIA BASIN COLLEGE BOARD OF TRUSTEES MEETING

June 9, 2025 Beers Board Room & Virtual 4:30 p.m.

Agenda

Call to Order

Pledge of Allegiance

Agenda Changes*

Approval of Minutes*

Exhibit A: May 12, 2025 Board of Trustees Meeting

Linkage with Community

Kady Titus, Board Member for the WA State Board of Community & Technical Colleges Energy Northwest Tribal & Community Relations Lead – Public Affairs

Celebrating Excellence

All-Washington Academic Team 2025

Terry Fleischman, PTK Advisor & Adjunct Professor Lee Pearl Ethridge Mandi Morrison Atlanta Moss

Esports Rocket League Team

Joel Harvey, Completion Coach & Head Tyce Rogers
Esports Coach Jason Gomez
Daniel Lanier Thomas Kochenauer

Women's Golf Team & Men's NWAC Player of the Year

Quinton Parnell, Head Golf Coach
Ernest Del Rio, Assistant Coach
David Garcia, Assistant Coach
Callie Christoph, Freshman
Rose McCartney, Sophomore

Delany McNeil, Freshman
Adri Ruffing, Freshman
McKenzie Stanley, Freshman
Jesus Castaneda, NWAC Player of the Year

Remarks

By Administration

President Rebekah Woods, Exhibit B: CBC In the News Foundation Executive Director & CEO Erin Fishburn By ASCBC Student Representative Conner Simmelink 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 C: Cash Reserve Report

Exhibit D: Operating Funds Variance Report

Exhibit E: Executive Limitations Reports EL-9 and EL-10

Discussion

Proposed Board Meetings Annual Schedule 2025 - 2026 August Board of Trustees Retreat – Draft Agenda ACT Legislative Action Committee Representative

Discussion/Action*

Exhibit F: Proposed changes to Board of Trustees Policy: Governance Process GP-3, item #8 Building Naming Committee

Executive Session

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

Discussion/Action*

Consider faculty candidates for continued probationary status and tenure

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 Dates

June 2025

9	CBC Retirement Reception, 3pm, Thornton Courtyard, CBC Pasco Campus
9	CBC Board of Trustees Meeting, 4:30pm, Beers Boardroom, CBC Pasco Campus
9	CBC Orchestra Concert, 7pm, CBC Theatre, 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

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

CBC Board Meetings

CBC Events

Community Events

Community Board Meetings

Trustee Pro Development / Conferences

Holidays

Upcoming Event Date

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



Exhibit A

Columbia Basin College Board of Trustees Meeting Minutes May 12, 2025 Hybrid Meeting 4:30 p.m.

Board Members in attendance: Kedrich Jackson, Michelle Smith, Edison Valerio, Kimberly Harper

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

In Person Attendees: Eduardo Rodriguez, Cheryl Holden, Elizabeth Burtner, Corey Osborn, Michael Lee, Luz Garza, Erin Fishburn, Rosario Rodriguez-Erechar, Conner Simmelink, Prunelle Aman-Frazier, Tyler West, Brian Dexter, Abby DeSteese

Virtual Attendees: Jason Engle, Sarah McCalmant, Kiera Squires, Rod Taylor, Dan Quock, Jamie Duncan, Lane Schumacher, Doug Hughes, Melissa McBurney, Ericka Garcia, Kelsey Myers

The Agenda	The Discussion	Action
Call to Order	Board of Trustees Vice Chair Jackson called the meeting to order.	Meeting called to order by Trustee Jackson at 4:30 p.m.
Pledge of Allegiance	Trustee Jackson led the Pledge of Allegiance.	
Agenda Changes	Request by Trustees to move the Executive Session, RCW 42.30.110(1)(g): To review the performance of a public employee, to the June 9, 2025 meeting.	Trustee Smith moved and Trustee Valerio seconded a motion to approve the updated May 12, 2025 agenda as discussed. Approved unanimously.
Approval of Minutes	April 11, 2025 Board of Trustees Meeting Minutes (Exhibit A) Discussion - None	Trustee Harper moved and Trustee Valerio seconded a motion to approve the April 11, 2025 minutes as written. Approved unanimously.
Celebrating Excellence 2025 American Advertising Federation, Tri-Cities Marketing Competition Prunelle Aman-Frazier Imelda Farias Tyler West	Members of the CBC Marketing Team were recognized in a Tri-Cities marketing competition for their work used as recruiting tools, Foundation donor newsletter and artwork for the X Building window wrap installed Fall 2024. 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 Exhibit B: CBC In the News	Graduation is coming up in just five weeks. Friday, June 13, 2025 CBC will have two graduation ceremonies, one beginning at 4pm and one at 7pm, at the Toyota Center in Kennewick. CBC hosted two Open Houses recently with many faculty and staff present to assist with questions from potential students. We had 147 students register their participation at the Pasco Open House and 103 students at the Richland campus.	

Two new degree programs at CBC have been approved by SBCTC. A degree for Respiratory Therapy Bachelor of Applied Science is approved for start in Fall of 2026 and a Bachelor of Science in Computer Science. We are still waiting on approval from the NWCCU for the Computer Science degree. If we receive that approval, we would hope to start the program in Winter 2026. The Washington State Budget is still awaiting approval by the governor. The final approval date is May 20, 2025 and the governor can veto in whole or section by section. Legislators from the 8th and 16th districts are hosting a Town Hall on Saturday, May 31 on CBC's Pasco campus. The town hall will take place from 1 – 3pm and legislators will meet with constituents from 3 – 4pm in the Gjerde Center. The **Federal "Skinny Budget" proposal** recently released touches almost every grant

program provided at CBC with the exception of Title V. This is not the first time grants have been recommended for elimination at the Federal level.

One of the proposed changes for PELL grants would affect over 500 CBC students enrolled thus far this year.

A groundbreaking event will take place Tuesday, May 13 on the CBC Pasco campus for our new student housing project. The event will begin at 8am in the parking lot at the corner of Argent Road and 20th Avenue.

Erin Fishburn, Foundation Executive Director & CEO, provided the Foundation report.

- The Foundation Newsletter is sent out quarterly to donors. For the past two to three years, they have focused on different CBC departments or areas on campus.
- The first scholarship cycle awarded \$674,000 to students. The nursing cycle will open in June and the second cycle will open August 1, 2025.
- On June 3 there is a thank you event for scholarship reviewers at Tagaris.
- The Foundation Board is reviewing policies, policy changes, budget approval and an upcoming retreat meeting.
- The Foundation is currently working on sponsorships and donations for the Power of Connection event scheduled this year on October 16, 2025.

Bv ASCBC Exhibit C: ASCBC Events Calendar ASCBC student representative, Conner Simmelink, gave updates on the recent fall activities for students and provided information on upcoming events (see Exhibit C).

By Faculty Senate Chair

By CEO, Foundation

Kiera Squires, Faculty Senate Chair, gave an update on Faculty Senate.

- There are two more senate meetings for the 2024-2025 academic year. They will be conducting elections for the Curriculum Committee and Senate representatives.
- Faculty Senate is reviewing possible speakers for fall Welcome Week.
- Recently, Faculty Senate received committee recaps and updates from activity throughout the past academic year.

By AHE Representative

No AHE representative was present at the meeting.

By Board Members	Trustee Smith Trustee Smith had nothing to report. Trustee Harper Trustee Harper attended STEAM camps (for 3 rd – 6 th graders) all over the Tri-Cities during the past month. A huge shout-out to CBC Professor Kim and his science/magic show, student ambassadors CiCi Azevedo, Jayden, Lizbeth, Miranda and Jasmine, and Prisco Blanco for providing a show and demonstration at the CPCCo Planetarium. Trustee Valerio Trustee Valerio attended the Grace Clinic Gala, the HAAP event for student scholarships and a Policy Governance Bootcamp in Ann Arbor. Trustee Jackson Trustee Jackson attended the Grace Clinic Gala and the CBC Newly Tenured Faculty Reception earlier today.	
Public Comments	No public comments.	
Reports Exhibit D: Cash Reserve Report Exhibit E: Operating Funds Variance Report	VP for Administrative Services, Eduardo Rodriguez, provided highlights from the Cash Reserve Report and the Operating Funds Variance Report (Exhibits D & E).	
<u>Discussion/Action</u> Exhibit F: First Consideration – Annual College Budget 2025-2026	CBC is putting forward a conservative budget proposal for the Board's approval (Exhibit F). The 2025-2026 annual college budget is based on the proposed WA State Senate budget minus an additional 3%, which the WA State Board of Community and Technical Colleges believes is the worst-case scenario.	Trustee Smith moved and Trustee Valerio seconded a motion to approve the College Budget for 2025-2026 as presented. Approved unanimously.
Exhibit G: First Consideration – ASCBC Services and Activities Budget 2025-2026	ASCBC Student Representative, Conner Simmelink, and CBC Director for Student Activities, Rosario Rodriguez-Erechar, presented the proposed ASCBC budget for 2025-2026. After some discussion, the Board required ASCBC to make the following amendments to the proposed budget: (1) Game Management will be fully funded at the requested amount of \$95,000; (2) Disability Testing funded at 2024-2025 level of \$47,600; (3) Childcare Reimbursement funded at the 2024-2025 level of \$52,500; and, (4) develop a plan of action for LULAC to have prefunded status and funding provided at the 2024-2025 level of \$11,995.	Trustee Smith moved and Trustee Valerio seconded a motion to amend the ASCBC 2025-2026 budget to include Game Management, Disability Testing, Childcare Reimbursement and LULAC to the funding levels discussed. Approved unanimously. Trustee Smith moved and Trustee Valerio seconded a motion to approve the ASCBC 2025-2026 budget with the required amendments made to funding of Game Management, Disability Testing, Childcare Reimbursement and LULAC. Approved
Building Naming Committee	Dr. Woods shared that CBC celebrates our 70 th Anniversary in 2025. Administration would like the Board to consider naming the SWL building in honor of Rich Cummins. If the Board is open to the request, they would need to appoint an ad-hoc advisory committee	unanimously. Trustee Smith moved and Trustee Harper seconded a motion to form a committee to discuss changing the name of the SWL

	consisting of one member from each of the following categories: administration, faculty, classified staff, student body, the CBC Foundation, and the community. Administration can recommend members to serve on the Committee.	Building for Rich Cummins. Approved unanimously.
Consent Agenda		
Exhibit H: Board Policies Ends E-1, E-2, E-3	Trustees had no comments or changes for the Board Policies Ends E-1, E-2, E-3 (Exhibit H).	Trustee Harper moved and Trustee Valerio seconded a motion to approve the consent agenda. Approved unanimously.
Adjournment: 6:51 p.m.	Trustee Jackson adjourned the meeting at 6:51 p.m.	
	Next Board of Trustees Meeting	
	Beers Board Room & Zoom Webinar June 9, 2025 - 4:30 p.m.	

Kedrich Jackson, Board Chair Vice Chair

Exhibit B

Columbia Basin College: In the News - May 2025

5/19/2025

KNDU-TV:

Columbia Basin College in Pasco to offer new bachelor's degrees

Tri-City Herald:

'A shining star.' Tri-Cities grad looking to the sky for aerospace career

Class of 2025 graduation ceremonies. Dates, times and locations

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:

Union urges Ferguson not to sign budget without their pay raises

SMRs will bring opportunities, challenges and jobs. Are we ready?

CBC adds additional undergraduate degrees to its offerings

State budget includes millions for roads, museum, arts center and more

Bookwalter's next chapter features casual eatery in Pasco

NFCA

NFCA reveals 2025 NWAC Rawlings Gold Glove recipients

NFCA reveals 2025 NWAC All-Americans

2025 NFCA NWAC major awards revealed

MontanaSports.com

2025 Montana Football Hall of Fame: Former Montana State Bobcat Ray Biggs' road from farm to fame

FlaggerLive.com

Daytona State Rocket League Esports Team Wins NJCAAE Championship for DSC

Observer

SIDELINES: Mainland athletes to play on next level

Columbia Basin Herald

Four Mavs sign for women's college soccer

Columbia Basin College: In the News - May 2025 5/19/2025

Washington State Standard

Red pen politics: 7 vetoes Gov. Bob Ferguson made in the Washington state budget

Exhibit C

Columbia Basin College

Cash Reserve Report

FY2025 - April

Assets		
Cash		
In Bank	1000070	\$ 29,405,151
Petty Cash	1000020	\$ 5,504
Total Cash		\$ 29,410,655
Investments		
Short Term (0-365 days)	1000040-1000050	
	1020000-1020030	\$ 5,113,887
Long Term (>365 days)	1110003-1110060	\$ 16,693,588
Total Investments		\$ 21,807,47
Accounts Receivable		
Current	1010100 + 1010030	\$ 1,519,819
Unbilled	1010050	\$ 563,654
AR - Other	1010240 + 1010060	\$ 505,20
Allowance for AR	1010110 + 1010130	\$ (18,49)
Total AR		\$ 2,570,183
Inter/Intra Gov Receivables		
Due from Fed	1010150	\$ 409,823
Due from Other Gov	1010160	\$ 426,39
Due from Other Agency	1010180	\$ 16,94
Total Inter/Intra Gov Receivables		\$ 853,159
Total Assets		\$ 54,641,470
Liabilities		
Current Liabilities		
Accounts Payable	2000010	\$ 541,95
Due to Other Agency	2012050	\$ 161,79
Accrued Salaries Payable	2011010	
Sales/Use Tax	2010070	\$ 30,84
Accrued Liabilities	2001070	
COP Current Year P&I Due	2050010	\$ 1,039,62
Total Current Liabilities		\$ 1,774,21
Total Liabilities		\$ 1,774,21

Cash Balance								
(ASSETS less LIABILITIES)		\$	52,867,252					
Dedicated Balances	Account							
Student Supported Capital	1000070	\$	4,113,140					
3.5% - Institutional Financial Aid	1010190	\$	1,891,460					
Students S&A	1000070	\$	5,565,634					
Bookstore Operating Reserves	1000070	\$	2,900,421					
Technology Fee	1010190	\$	1,505,017					
Parking Fees	1010190	\$	1,069,744					
Basic Food Employment and Training	1000070	\$	391,332					
Total		\$	17,436,749					
Reserves Policy - BOT Policies on Reserves								
Unplanned Capital Repair and Replacement		\$	2,000,000					
Capital Facilities Projects		\$	19,460,318					
Operating Reserve		\$	10,920,000					
Emergencies		\$	2,000,000					
Total		\$	34,380,318					
Operating Reserves Balance								
Existing Reserve balance less Dedicated Reso Emergency Reserves	erves and	\$	1,050,186					

^{*}Note: Due to ongoing reconciliation efforts dating back to conversion, some amounts may differ from actuals. As account reconciliations progress, these discrepancies

Exhibit D

Fiscal Year 2425 Operating Funds Variance

As of Fiscal Month End: April 2025

						EXP/BDGT	EXP/REV	REV/BDGT
State Alloc	001, 24J, 08A	EXP BDGT EXP REV (Alloc)	\$ \$ \$	41,566,474 31,241,680 40,864,272		75.16%	76.45%	98.31%
Local Fees	148	EXP BDGT EXP REV	\$ \$ \$	3,642,905 2,295,576 4,035,483		63.01%	56.88%	110.78%
Local Tuition	149	EXP BDGT EXP REV	\$ \$ \$	24,042,608 16,715,015 17,537,257		69.52%	95.31%	72.94%
Contracts	146	EXP BDGT EXP REV	\$ \$ \$	2,300,070 1,482,126 11,975,002		64.44%	12.38%	520.64%
YTD Total	*Includes Interfund Transfers	EXP BDGT EXP REV	\$ \$ \$	70,919,371 51,734,398 74,412,014		72.95%	69.52%	104.92%
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 83.33

						Notes:
	Account		BDGT	EXP	EXP/BDGT	State Allocation Schedule #8
Salaries and Wages	5000003	\$	41,621,901 \$	32,118,147	77.17%	
Benefits	5010003	\$	14,289,938 \$	11,011,164	77.06%	
Contracted Services	5050003	\$	3,461,900 \$	2,136,988	61.73%	
Goods & Routine Services	5030003	\$	3,268,591 \$	1,634,045	49.99%	
Other Expenses	5081004	\$	2,995,999 \$	2,065,174	68.93%	
Utilities	5060003	\$	1,737,000 \$	1,308,766	75.35%	
Travel	5080004	\$	860,604 \$	455,079	52.88%	
Capital Expenses	5040003	\$	403,077 \$	82,059	20.36%	
Grants, Scl. ships, Fellowships	5020003	\$	1,216,521 \$	922,977	75.87%	
Debt Expenditures	5110003	\$	1,696,525 \$	- [0.00%	
Interfund Transfers		\$	(632,686) \$	-	0.00%	
YTD Total		Ś	70.919.371 \$	51.734.398		Print Date: 5/29/2025

Exhibit E



OFFICE OF THE PRESIDENT

MONITORING REPORT FOR EL-9 Emergency Executive Succession

Board Policy is indicated in bold typeface throughout.

I present this monitoring report to the Columbia Basin College Board of Trustees that addresses the Board's Executive Limitations Policy: "EL-9 Emergency Executive Succession." I certify that the information contained herein is true and represents compliance, within a reasonable interpretation of the established policy, unless specifically stated otherwise below.

Repekaktwords	June 4, 2025	
Rebekah S. Woods, J.D., Ph.D.	Date	
President, Columbia Basin College		

POLICY STATEMENT: To protect the Board from sudden loss of Chief Executive services, the President shall not have fewer than two other executives familiar with Board and Chief Executive issues and processes.

INTERPRETATION: I interpret this to mean that the President shall have at least two other executives familiar with Board and Chief Executive issues and processes.

Compliance will be demonstrated when the President has at least two other executives familiar with Board and Chief Executive issues and processes.

EVIDENCE: The College's Leadership Team consists of seven executives that are all familiar with Board and Chief Executive issues and processes. Collectively, the Leadership Team covers all areas of operation of the College. They all attend weekly Cabinet meetings in which current operations, Board and Chief Executive issues and processes are regularly discussed. They all attend monthly Board meetings, executive sessions when appropriate, and the Board's annual summer retreat. The Vice Presidents routinely stand in as Acting President when the President is off campus. They all understand how the College is evaluated under Policy Governance and are involved in the development and review of Board Monitoring Reports.



OFFICE OF THE PRESIDENT

MONITORING REPORT FOR EL-10 Tenure

Board Policy is indicated in bold typeface throughout.

I present this monitoring report to the Columbia Basin College Board of Trustees that addresses the Board's Executive Limitations Policy: "EL-10 Tenure." I certify that the information contained herein is true and represents compliance, within a reasonable interpretation of the established policy, unless specifically stated otherwise below.

Repekaktwords	June 4, 2025	
Rebekah S. Woods, J.D., Ph.D.	Date	
President, Columbia Basin College		

POLICY STATEMENT: The Board of Trustees reserves the authority to grant tenure, extend the tenure and review process for probationary faculty, and dismiss tenured faculty at Columbia Basin College. Additionally, the Board reserves the authority to renew or not renew contracts for probationary faculty, and to dismiss probationary faculty. Accordingly, the President will not:

1. Fail to submit recommendations to the Board to grant or deny tenure to faculty.

INTERPRETATION: I interpret this to mean that after a review of the files, input from the appropriate vice president, and determination whether the faculty candidate has successfully met the tenure standards – including, but not limited to, success in teaching, learning, and assessment activities, professional development, and a demonstration of participation in shared governance and service to College community – the President will present recommendations to the Board to grant or deny tenure to faculty in accordance with RCW 28B.50.850 through 28B.50.869, as currently enacted or hereafter amended.

Compliance will be demonstrated when after a review of the files, input from the appropriate vice president, and determination whether the faculty candidate has successfully met the tenure standards – including, but not limited to, success in teaching, learning, and assessment activities, professional development, and a demonstration of participation in shared governance and service to College community – the President presents recommendations to the Board to grant or deny tenure to faculty in accordance with RCW 28B.50.850 through 28B.50.869, as currently enacted or hereafter amended.

EVIDENCE: During the prior academic year, the Minutes of the March 15, 2024, and June 10, 2024, Board of Trustees' meetings reflect that the Board received recommendations from the President to grant or deny tenure to faculty completing the tenure track process and requisite probationary period.

2. Fail to submit notice of sufficient cause for tenured faculty member dismissal through dismissal review proceedings for Board consideration and decision.

INTERPRETATION: I interpret this to mean that the President will submit notice of sufficient cause for tenured faculty member dismissal through dismissal review proceedings in accordance with RCW 28B.50.861 - .862, as currently enacted or hereafter amended for Board consideration and final decision.

Compliance will be demonstrated when the President has submitted notice of sufficient cause for tenured faculty member dismissal through dismissal review proceedings in accordance with RCW 28B.50.861 - .862, as currently enacted or hereafter amended for Board consideration and final decision.

EVIDENCE: The applicable faculty personnel files found within Human Resources will reflect the inclusion of notice of sufficient cause for tenured faculty member dismissal as well as a complete record of dismissal review proceedings when the faculty member has elected that process.

3. Fail to submit recommendations to the Board for the renewal or non-renewal of contracts for probationary faculty.

INTERPRETATION: I interpret this to mean that after a review of the files, input from the appropriate vice president, and determination whether the faculty candidate is successfully progressing towards meeting the tenure standards including, but not limited to, success in teaching, learning, and assessment activities, professional development, and a demonstration of participation in shared governance and service to College community, the President will submit recommendations to the Board for the renewal or non-renewal of contracts for probationary faculty in accordance with RCW 28B.50.850 through 28B.50.869, as currently enacted or hereafter amended.

Compliance will be demonstrated when after a review of the files, input from the appropriate vice president, and determination whether the faculty candidate is successfully progressing towards meeting the tenure standards including, but not limited to, success in teaching, learning, and assessment activities, professional development, and a demonstration of participation in shared governance and service to College community, the President submits recommendations to the Board for the renewal or non-renewal of contracts for probationary faculty in accordance with RCW 28B.50.850 through 28B.50.869, as currently enacted or hereafter amended.

EVIDENCE: During the last twelve-month monitoring period, the Minutes of the March 15, 2024, and June 10, 2024, Board of Trustees' meetings reflect that the Board received recommendations from the President for the renewal or non-renewal of probationary faculty not yet completing the tenure track process and requisite probationary period.

4. Fail to submit recommendations to the Board to issue the final order to dismiss probationary faculty.

INTERPRETATION: I interpret this to mean that the President will submit recommendations to the Board to issue the final order to dismiss probationary faculty in accordance with RCW 28B.50.857.

Compliance will be demonstrated that when appropriate, the President submits recommendations to the Board to dismiss probationary faculty in accordance RCW 28B.50.857.

EVIDENCE: The Minutes of the Board of Trustees' meetings for the prior academic year monitoring period reflect there were no recommendations to dismiss probationary faculty submitted to the Board for consideration.

Exhibit F



Community College District 19 **Board of Trustees**

POLICY TYPE: GOVERNANCE PROCESS GP-3

POLICY TITLE: BOARD JOB DESCRIPTIONS

The job of the Board is to represent the citizens of Benton and Franklin counties in determining and demanding appropriate organizational performance. To distinguish the Board's own unique job from the jobs of its staff, the Board will concentrate its efforts on the following job "products" or outputs:

- 1. The link between Columbia Basin College and the citizens of Benton and Franklin counties.
- 2. Provide written governing policies which, at the broadest levels, address:
 - a. <u>Ends</u>: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good, for which needs, at what cost).
 - b. <u>Executive Limitations</u>: Constraints on executive authority which establish the prudence and ethics boundaries within which all executive activity and decisions must take place.
 - c. <u>Governance Process</u>: Specification of how the Board conceives, carries out and monitors its own tasks.
 - d. <u>Board-Staff Linkage</u>: How power is delegated and its proper use monitored, through the authority and accountability of the President's role.
- 3. Ensuring the President's performance (against policies in 2a and 2b).
- 4. A link between the Board and the College Foundation Board for maintaining communication and providing coordination between the two Boards.
- 5. Authority to grant tenure, extend the tenure and review process for probationary faculty, and dismiss tenured faculty at Columbia Basin College. Additionally, the Board reserves the authority to renew or not renew contracts for probationary faculty, and to dismiss probationary faculty.
- 6. Set policies for and review the Financials and associated status for the College at a frequency determined by the Board.
- 7. Sole authority to change the compensation and benefits for the President.
- 8. Discretion to name College facilities, including buildings, rooms, wings, parks, landscaped areas or other significant locations, for person or corporations. <u>In exercising its discretion</u>, <u>the Board will consider the request in conjunction with the following guidelines:</u>



Community College District 19 **Board of Trustees**

- a. It is the intent of the Board that such naming should not be done casually but reserved for those who have made extraordinary contributions to the College through personal service, financial support, or who have greatly enhanced the prestige of the College through outstanding state or national achievement and recognition.
- b. A facility should not be named for any living individual who has been employed by the College or has served on the Board prior to three (3) years following their termination of service to the College unless exceptional circumstances exist and there is unanimous Board approval.
- c. When consideration is being given to naming a facility after a former employee or trustee of the College, such consideration shall go beyond that person's excellence in the performance of their duties and responsibility to include the criteria listed above.
- d. Advisory recommendations for awarding the honor pursuant to this policy shall be made by an ad-hoc advisory committee appointed by the Board. Such committees shall consist of one member from each of the following categories: administration, faculty, classified staff, student body, the CBC Foundation, and the community.
- 9. Discretion to designate a former President, administrator, or former faculty member to the status of Emeritus for the College.
- 10. Authority for the following Employment Responsibilities:
 - a. Employ, for a period to be fixed by the Board, a President for Columbia Basin College. The Board may also appoint a President for the district, and fix their duties and compensation, which may include elements in addition to salary.
 - b. Release a President from duties and responsibilities for the College based on justified cause or mutual agreement between the parties.