

**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
Esports Coach
Daniel Lanier

Tyce Rogers
Jason Gomez
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

 Trustee Pro Development / Conferences

 Community Events

 Community Board Meetings

 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 |

 CBC Board Meetings

 CBC Events

 Trustee Pro Development / Conferences

 Community Events

 Community Board Meetings


 Holidays

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 DeSteele

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. |
| <u>Celebrating Excellence</u> 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 | |
| <u>Remarks</u> 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. | |

| | | |
|---|---|---|
| | 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. |
| <u>Consent Agenda</u> 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 NJCAA 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 | | \$ | 21,807,475 |
| Accounts Receivable | | | |
| Current | 1010100 + 1010030 | \$ | 1,519,819 |
| Unbilled | 1010050 | \$ | 563,654 |
| AR - Other | 1010240 + 1010060 | \$ | 505,205 |
| Allowance for AR | 1010110 + 1010130 | \$ | (18,497) |
| Total AR | | \$ | 2,570,181 |
| Inter/Intra Gov Receivables | | | |
| Due from Fed | 1010150 | \$ | 409,823 |
| Due from Other Gov | 1010160 | \$ | 426,393 |
| Due from Other Agency | 1010180 | \$ | 16,943 |
| Total Inter/Intra Gov Receivables | | \$ | 853,159 |
| Total Assets | | \$ | 54,641,470 |
| Liabilities | | | |
| Current Liabilities | | | |
| Accounts Payable | 2000010 | \$ | 541,954 |
| Due to Other Agency | 2012050 | \$ | 161,793 |
| Accrued Salaries Payable | 2011010 | | |
| Sales/Use Tax | 2010070 | \$ | 30,845 |
| Accrued Liabilities | 2001070 | | |
| COP Current Year P&I Due | 2050010 | \$ | 1,039,625 |
| Total Current Liabilities | | \$ | 1,774,218 |
| Total Liabilities | | \$ | 1,774,218 |

| 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 Reserves and Emergency Reserves | | \$ | 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 | \$ | 41,566,474 | <div><div></div></div> | 75.16% | 76.45% | 98.31% | |
| | | EXP | \$ | 31,241,680 | <div><div></div></div> | | | | |
| | | REV (Alloc) | \$ | 40,864,272 | <div><div></div></div> | | | | |
| Local Fees | 148 | EXP BDGT | \$ | 3,642,905 | <div><div></div></div> | 63.01% | 56.88% | 110.78% | |
| | | EXP | \$ | 2,295,576 | <div><div></div></div> | | | | |
| | | REV | \$ | 4,035,483 | <div><div></div></div> | | | | |
| Local Tuition | 149 | EXP BDGT | \$ | 24,042,608 | <div><div></div></div> | 69.52% | 95.31% | 72.94% | |
| | | EXP | \$ | 16,715,015 | <div><div></div></div> | | | | |
| | | REV | \$ | 17,537,257 | <div><div></div></div> | | | | |
| Contracts | 146 | EXP BDGT | \$ | 2,300,070 | <div><div></div></div> | 64.44% | 12.38% | 520.64% | |
| | | EXP | \$ | 1,482,126 | <div><div></div></div> | | | | |
| | | REV | \$ | 11,975,002 | <div><div></div></div> | | | | |
| YTD Total | *Includes Interfund Transfers | EXP BDGT | \$ | 70,919,371 | | 72.95% | 69.52% | 104.92% | |
| | | EXP | \$ | 51,734,398 | | | | | |
| | | REV | \$ | 74,412,014 | | | | | |
| 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: | | | |
| | | | | | | State Allocation Schedule #8 | | | |
| Account | | BDGT | EXP | EXP/BDGT | | | | | |
| 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 | | | \$ 70,919,371 | \$ 51,734,398 | | Print Date: 5/29/2025 | | | |

Exhibit E

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.



Rebekah S. Woods, J.D., Ph.D.
President, Columbia Basin College

June 4, 2025

Date

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.

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.



Rebekah S. Woods, J.D., Ph.D.
President, Columbia Basin College

June 4, 2025

Date

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. Ends: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good, for which needs, at what cost).
 - b. Executive Limitations: Constraints on executive authority which establish the prudence and ethics boundaries within which all executive activity and decisions must take place.
 - c. Governance Process: Specification of how the Board conceives, carries out and monitors its own tasks.
 - d. Board-Staff Linkage: 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. In exercising its discretion, the Board will consider the request in conjunction with the following guidelines:

Date Adopted 7/01/1997

Date Last Revised 3/21/2022

Date Last Reviewed 2/09/2024



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.