

**COLUMBIA BASIN COLLEGE  
BOARD OF TRUSTEES' MEETING**

June 13, 2022  
Beers Board Room & Virtual  
4:00 p.m.

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**Agenda**

Call to Order

**Pledge of Allegiance**

**Agenda Changes\***

**Approval of Minutes\***

Exhibit A: May 9, 2022 Board of Trustees' Meeting Minutes

**Celebrating Excellence**

ctcLink Team

Jeff Angus, Project Mgr  
David Arnold  
Amanda Aunspaugh  
Mason Bailie  
Ben Beus  
Amanda Bragg  
Emily Cates  
Brian Dexter  
Juanita Diaz

Kristi Duggan  
Jessica Fairchild  
Ericka Garcia  
Janet Garza  
Erin Holloway  
Jessica James  
Erica Jesberger  
Kylee Lacy  
Jessica Miller

Kelsey Myers  
Phillip Ponn  
Lane Schumacher  
Dima Serhiychuk  
Tim Still  
Jerry Thompson  
Amanda Ursino  
Heidi Wasem  
Ann Wright

**2022 All-Washington Academic Team – Phi Theta Kappa Society**

Terry Fleischman, Phi Theta Kappa Advisor  
Thalia Birrueta, Columbia Basin College Student  
Nicole DuBois-Killooy, Columbia Basin College Student  
Kinley Troh, Columbia Basin College Student  
Ariah Yager, Columbia Basin College Student

**Linkage with Community**

Tri-Cities Washington Chapter of the Links, Inc.  
Leslie Campbell Hime, President

**Remarks**

By Administration

President, Exhibit B: CBC in the News  
CEO, Foundation

By ASCBC, Exhibit C: ASCBC Board of Trustees Newsletter

By Faculty Senate Chair

By AHE

By Board Members

**Reports**

Exhibit D: Executive Limitations Monitoring Report EL-9

Exhibit E: Executive Limitations Monitoring Report EL-10

**Discussion/Action\***

Exhibit F: Resolution 22-03, West Argent Road Right-of-way Phase 3

Exhibit F-1: AHBL Legal Interpretation

Exhibit F-2: AHBL Right of Way Dedication

Exhibit F-3: AHBL Temporary Construction Easement

Exhibit F-4: AHBL West Argent Road Plan

Exhibit G: Faculty Senate Bylaws Revision

**Discussion\***

Exhibit H: First Reading – Board Policies Ends E – 1 through E – 3

Exhibit I: August Board of Trustees Retreat – Draft Agenda

Exhibit J: Board Meetings Annual Schedule

**Consent Agenda\***

Exhibit K: Board Policies Executive Limitations EL-1 through EL-3

Exhibit L: Final Consideration for 2022-2023 College Budget

Exhibit M: Final Consideration of ASCBC Services and Activities Budget

**Public Comments****Executive Session**

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

**Discussion/Action\***

Faculty Candidates for Granting of 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 Dates:**

### **June 2022**

- Retiree Reception, June 13, 3:00 – 4:00 p.m., Thornton Courtyard, CBC Pasco Campus
- Trustee Tuesday, Topic: Presidential Searches – Partnering with your AAG, June 14, 8:00 – 9:00 a.m., [Registration Link](#)
- RN – BSN Student Capstone Reception, June 15, 4:00 – 6:00 p.m., Richland Public Library
- STCU Donation Presentation, June 16, 10:30 – 11:30 a.m., CBC Pasco Campus
- Dental Hygiene Pinning Ceremony, June 16, 5:00 – 6:00 p.m., Gjerde Center, CBC Pasco Campus
- CBC Commencement, June 17, 7:00 p.m., Edgar Brown Stadium, Pasco
- Nursing Pinning Ceremony, June 18, 2:00 – 3:30 p.m., Richland High School Auditorium
- CBC/WSU-TC Pride Prom, June 18, 7:00 p.m. – 12:00 a.m., Gjerde Center, CBC Pasco Campus
- Juneteenth Observed (campus closed), June 20

### **August 2022**

- Board Retreat, August 19, 9:00 a.m. – 3 p.m., Beers Board Room, CBC Pasco Campus

### **September 2022**

- Welcome Week for All CBC Employees, September 12 - 16
- First day of Fall Quarter, September 19

# Exhibit A

Columbia Basin College  
Board of Trustees' Meeting Minutes  
May 9, 2022  
Hybrid Meeting 4:00 p.m.

Board Members in attendance: Kedrich Jackson, Holly Siler, Ofelia Rivas de Bredt (virtual), Kimberly Harper (virtual), Allyson Page (virtual)

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

In-Person Attendees: Eduardo Rodriguez, Michael Lee, Cheryl Holden, Brian Dexter, Erin Fishburn, Steven Danver, Melissa McBurney, Alice Schlegel, Shaina Griffiths, Abby DeSteeze, Ericka Garcia, Antonio Cruz, Sandya Kesoju, Nancy Peterson

Virtual Attendees: Jason Engle, Bennie Moses, Jay Frank, Rod Taylor, Keri Lobdell, Kelsey Myers, Jesus Mota, Douglas Hughes, Lane Schumacher, Jason Clizer, Kristina Wildenborg, Amanda Ursino, Miriam Fierro, Daphne Larios

| The Agenda   | The Discussion  | Action  |
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| Call to Order  |   | Meeting called to order by Trustee Jackson at 4:03 p.m.   |
| Pledge of Allegiance   | Trustee Jackson led the Pledge of Allegiance.   |   |
| Agenda Changes   | No changes to the agenda for May 9, 2022.   | Trustee Page moved and Trustee Siler seconded the motion to approve the agenda as written. Approved unanimously.                          |
| Approval of Minutes  | April 11, 2022 Meeting Minutes<br>Discussion - None   | Trustee Harper moved and Trustee Siler seconded the motion to approve all minutes as written. Approved unanimously.                       |
| <u>Celebrating Excellence</u><br>Inclusivo Steering Committee<br><b>Melissa McBurney</b> , Dean for Accreditation and Assessment (co-chair)<br><b>Bennie Moses</b> , Dean for DEI (co-chair)<br><b>Jason Clizer</b> , Senior Associate Professor of ELA<br><b>Antonio Cruz</b> , Professor for Spanish<br><b>Joshua Ellis</b> , Director for Institutional Research<br><b>Miriam Fierro</b> , Director for CAMP<br><b>Ericka Garcia</b> , Interim Director for Budget & Purchasing Services<br><b>Fatima Machado</b> , Assistant Professor for Library Services<br><b>Ame Nielsen</b> , Secretary Senior<br><b>Nancy Peterson</b> , Accessibility Specialist<br><b>Lendah Siah</b> , Director for Assessment Ctr<br><b>Rod Taylor</b> , Dean for Math, Science & Engineering<br><br>Equity-Centered Strategic Planning Committee<br><b>Taha Abaker</b> , CBC Student | <p>President Woods introduced those in attendance representing the Inclusivo Steering Committee and the Equity-Centered Strategic Planning Committee. Melissa McBurney provided some background on the strategic planning process. The planning process began in January 2021 with the formation of the Equity-Centered Strategic Planning Committee. The committee was a diverse representation of faculty, staff, students, and community members who worked together collaboratively and with intention. CBC used an equity-centered appreciative inquiry planning process in its development of a strategic plan. Appreciative Inquiry is a design process that engages all members of the College community in sharing their perspectives of what is working well, identifying challenges and barriers, and dreaming together about adaptive strategies for the college's future. The CBC process centered racial equity throughout by clearly articulating the equity challenges the College is trying to solve, identifying and naming harmful systems and practices that have negatively impacted marginalized and under-represented students, faculty and staff, and thinking together about how to best design innovative and adaptive solutions. The equity-centered appreciative inquiry model focused on the use of data, and had broad stakeholder involvement with a focus on centering the perspectives and feedback of those who have been historically and currently marginalized, through collaboration, and co-creation, and engagement in continuous feedback.</p> <p>As the Inclusivo Steering Committee begins the work necessary to develop strategies for implementation of the strategic plan, they are providing training in the Liberatory Design process to several groups, committees and departments across campus. Melissa McBurney provided a Liberatory Design deck, used in their campus training sessions, to</p> | <p>President Woods thanked the Inclusivo Steering Committee and the Equity-Centered Strategic Planning Committee for their hard work.</p> |

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| <p><b>Cinthia Alvarez</b>, Director for K-12 Partnerships<br/> <b>Alexis Blakes</b>, CBC Student<br/> <b>Ofelia Bredt</b>, Project Manager at PNNL<br/> <b>Antonio Cruz</b>, Professor for Spanish<br/> <b>Amy Donovan</b>, Assistant Professor of Biology<br/> <b>Kristi Duggan</b>, Onboarding &amp; Talent Development Manager<br/> <b>Joshua Ellis</b>, Director for Institutional Research<br/> <b>Jason Engle</b>, Dean for Organizational Learning<br/> <b>Erin Fishburn</b>, Executive Director/CEO of the CBC Foundation<br/> <b>Jay Frank</b>, Assistant VP for Communications &amp; External Relations<br/> <b>Ericka Garcia</b>, Budget Analyst 2<br/> <b>Sandya Kesoju</b>, Director for Agriculture Education, Research &amp; Development<br/> <b>Keri Lobdell</b>, Dean for Library &amp; Instructional Services<br/> <b>Melissa McBurney</b>, Dean for Accreditation and Assessment (co-chair)<br/> <b>Yoselin Mendez</b>, CBC Student<br/> <b>Molly Mooney</b>, Associate Professor for Library Services<br/> <b>Jesus Mota</b>, Dean for Career &amp; Technical Education<br/> <b>Soo Park</b>, Assistant Dean for Instruction<br/> <b>Bradley Powell</b>, Associate Professor of Sociology<br/> <b>Anna Tensmeyer</b>, Marketing &amp; Communications Director<br/> <b>Guillermo Urrego</b>, HR Consultant 1<br/> <b>Amanda Ursino</b>, Director for Enrollment Services<br/> <b>Bruce Walker Jr.</b>, Associate Professor of Music<br/> <b>Rebekah Woods</b>, President (co-chair)<br/> <b>Paige Wyatt</b>, Professor for Engineering Technology</p> | <p>each of the trustees. The Inclusive Steering Committee is working on strategies to include students in the design process.</p> <p>The Strategic Plan provides the following explanation about implementing plan strategies:</p> <p>Challenges can arise when implementing a strategic plan and a successful implementation will do the following: create awareness of strategic priorities, goals, and initiatives by students, faculty and staff; prioritize goals and initiatives and integrate them into daily operations and decision-making; develop benchmarks and metrics for success; dedicate sufficient resources to implement the initiatives and strategies; and provide regular internal and external progress reports. CBC is developing an Implementation Plan to ensure challenges are addressed and that the plan becomes a living document embraced by the entire College and community. The Implementation Plan will translate the strategic priorities, goals, and initiatives into actionable strategies by establishing an equity-centered implementation structure; mobilizing and empowering teams and stakeholders to carry out the initiatives and strategies; outlining a process to determine timeline, resources and success metrics for initiatives and strategies; and setting checkpoints for monitoring, reviewing, and adjusting progress on the plan. Simultaneously, a Communications Plan will be developed to encourage transparency and collaboration; promote awareness and participation in the implementation of the plan; inform the College about progress, updates, and accomplishments; invite continued feedback; and communicate results to a broad audience.</p> |  |
| <p><u>Remarks</u><br/> By Administration, President</p>  | <p>President Woods provided an update for the Student Recreation Center (SRC). On May 16, offices currently located in the G-Bldg will begin the move process into the SRC. The Fitness Center will be closed May 19 through 30 and reopen in the SRC on Tuesday, May 31. Salvage and removal of the gym floor in the old building will begin on May 23. The “soft open” and first official day the SRC will be open for student use is Tuesday, May 31.</p>   |  |

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| <p>By CEO, Foundation</p> | <p>This date will also see the beginning of the demolition of the G-Bldg. The “official opening” of the SRC will take place in the fall with a ribbon cutting ceremony.</p> <p>On May 5, the State Board approved CBC’s application to begin our 9th baccalaureate program in Community Health. There are three other community colleges in Washington State offering a similar BAS degree, Tacoma Community College (TCC), Seattle Central College, and Lake Washington Technical Institute. We now have the only program in Eastern Washington which would allow us to potentially become a go-to place to start the community health education pathway. In the next steps, curriculum will go through committee and then CBC will seek approval from the Northwest Commission for Colleges and Universities. Our plan is to begin offering the classes for this 4-year program in winter quarter 2023.</p> <p>Running Start will be offered at CBC for the first time during the summer quarter 2022. An \$18 million dollar grant is available for high school students desiring to enroll in summer coursework. CBC will apply for access to a portion of these funds.</p> <p>CBC students will be able to activate their ctcLink login sometime soon. May 23 students will be able to register, for the first time, through ctcLink. We can arrange for trustees to have ctcLink training in the near future.</p> <p>At the June Board of Trustees meeting a resolution will be presented related to Phase 3 for the City of Pasco Argent Road improvements. CBC will need to donate a portion of our property for a city right of way on the Argent Road widening project.</p> <p>CBC has a table at the Tri-City Chamber of Commerce Annual Awards Luncheon Wednesday, May 25. Space is still available for trustees, faculty or staff to attend with President Woods.</p> <p>A new eSports program at CBC received coverage through the local news; <a href="#">Tri-City Herald</a>, <a href="#">KAPP-KVEW</a> news, <a href="#">KNDO-KNDU</a> news, <a href="#">KEPR</a> news and <a href="#">KFLD</a> news talk radio. CBC is in the process of hiring a coach for eSports and in the completion phase of a dedicated eSports room in the SRC.</p> <p>Erin Fishburn gave an update of Foundation activities. The Foundation has spent much of the past month working on scholarship awards. The first set of award letters have gone out, with more going out over the next couple of weeks. The nursing student cycle was kept separate this year and their application will open next week.</p> <p>Thursday, May 12 is the Foundation Board Reunion/Retiree event. It will be an informal, drop in from 5-7 pm, with appetizers under tents in the Foundation parking lot and tours provided through the SRC as people are ready. Individual coupons to attend arts events and planetarium shows will be available to encourage people to be back on campus again. Please feel free to join us outside the foundation office on Thursday.</p> <p>On June 2, the Foundation will be doing an arts reception for some of the arts donors in conjunction with the student art show. This will be set up in the P-building starting at 4:30. Again, please feel free to join us.</p> | <p>Trustee Jackson asked about trustee training for ctcLink.</p> |
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| By ASCBC                | <p>Last week the Foundation sent a dental hygiene request out. It was specific to alumni, past supporters of the clinic and program advisory committee members with a goal of raising \$5,000 to support the low-income clinic. The Foundation recently received a small grant from Wildhorse Casino (Yakama Nation) to support these efforts.</p> <p>The Foundation is securing the top sponsors for Power of Connection and beginning to talk to people about auction items. If anyone knows of individuals or has ideas, please reach out.</p> <p>Operationally, the Foundation Board is reviewing policies, approving the budget and preparing for the new academic year.</p> <p>Shaina Griffiths, CBC Service Corps Chair, gave the Board update on ASCBC activities.</p> <ul style="list-style-type: none"> <li>• The Earth Day Glow Hike at Badger Mountain had 60 CBC students and their friends in attendance. Students received flashlights, t-shirts and travel-sized first aid kits.</li> <li>• Speed Friending had excellent participation on April 14 with 16 students attending. The goal of this event was for students to build connections and friendships with each other.</li> <li>• ASCBC volunteered to assist with Bike Bonanza Distribution Day on April 23. Twenty bikes were distributed along with helmets and bike locks. During the week that followed, another forty bikes and accessories were distributed as CBC volunteers and the team from Wheelhouse worked in building I-3 to restore the bikes.</li> <li>• ASCBC continues to hold weekly in person events for spring including opening the HUB Game Room on Tuesdays from 12:30 – 2:30pm and Craft or Lego Hours on Wednesdays from 2:00 – 3:00pm in the HUB Congress Room.</li> <li>• ASCBC Canvas page continues to have online interactive events such as the weekly “This or That” video challenge, YouTuber Spotlights, trivia quizzes and most recently a Spotify playlist for study and relaxation.</li> <li>• Coming later in May, ASCBC will be co-hosting a Memorial Hike on Candy Mountain with the VETS Office on May 26 from 6:30 – 8:30pm.</li> </ul> <p>In answer to Trustee Jackson’s question, Alice Schlegel, Director for Student Activities, mentioned a club giveaway still in the works, but tentatively planned for June 7, if the SRC is open to students by that date. Students are excited to use the SRC.</p> |   |
| By Faculty Senate Chair | <p>Kristina Wildenborg, Faculty Senate Chair, shared Faculty Senate was working on elections for the next school year and has an Inclusivo Strategic Plan presentation planned for Faculty. On Friday, May 20, Faculty Senate will vote on updates and revisions to the Senate By Laws, and if approved by Faculty, will bring the Senate By Laws for trustee review to the June 13, 2022 meeting of the Board.</p>   | Trustee Jackson asked if a student event was planned for the SRC yet. |
| By AHE                  | No AHE representative present.  |   |



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| <p>By Board Members</p>                       | <p><u>Trustee Harper</u><br/>Trustee Harper told the Board about two projects myTri2030 selected as part of myTri Initiatives; an Ag Innovation &amp; Technology Center and a Tri-City quality of life festival “Try the TRI.” The myTri2030 Executive Committee is meeting to bring these two strategic initiatives to life.</p> <p><u>Trustee Page</u><br/>Trustee Page spoke with a representative from Benton PUD and they would like to pursue a potential partnership for CBC students interested in becoming a line person for the Utility District. Trustee Page suggested we invite a Benton PUD representative to a future Board meeting as part of the Board’s Linkage with Community.</p> <p><u>Trustee Rivas de Bredt</u><br/>Trustee Rivas de Bredt is looking forward to attending the Tri-Cities Hispanic Chamber of Commerce <a href="#">Mariachi &amp; More Festival 2022</a>, Sunday, June 26 from 12:00pm – 7:00pm at Columbia Park.</p> <p><u>Trustee Siler</u><br/>4/12/22: Attended WSACT Trustee Tuesday with speaker Ken Burke presenting the topic “Retreats, Why Have One?”<br/>4/14/22: Attended WSACT meeting “How to Mess Up Your Presidential Search.” Speakers at this event included Dr. Jean Floten (WGU), Dr. Jill Wakefield, ACCT Searches (Bellevue/Seattle) and Dr. Preston Pulliams, Gold Hill Associates (Portland CC).<br/>4/20/22: Attended the CBC Plant Sale &amp; the art exhibit on campus entitled “The Philosophy of Carbon.”<br/>5/5/22: Attended ACCT Pacific Regional Meeting and received legislative updates, updates on the public awareness campaign and discussed governance leadership.</p> <p><u>Trustee Jackson</u><br/>Trustee Jackson suggested inviting Chris Hollis as a Linkage with Community presenter for a future Board meeting to connect middle and high school students to CBC and the college experience. Last week, Trustee Jackson attended the Tri-Citian of the Year Award presentation. He noted how great it was to be back out and meeting in public.</p> |  |
| <p><u>Reports</u><br/>Cash Balance Report</p> | <p>VP for Administrative Services, Eduardo Rodriguez, provided highlights from the Cash Balance and Variance Report. VP Rodriguez noted changes in the assets section of the cash balance report: cash increased by \$8.5M due to receipt of pending COP reimbursement, accounts receivable increased by \$500K as departments submitted invoices into the system early in preparation for GoLive and a temporary purchasing freeze, inter/intra government federal receivables increased by \$2M (\$1.2M related to CARES funds and the remaining from regular federal grant reimbursements) and inter/intra government state receivables decreased by \$8.5M due to receipt of the COP reimbursement. Reserves reduced by \$143K for Planned Future Operations due to ctclink project expenses and Capital Facilities Projects reduced by \$2.2M spent from local funds for the SRC and a local project partnership with the City of Pasco.</p> <p>VP Rodriguez noted there will be no financial reports presented at the June 2022 Board Meeting because of the transition from Legacy to ctclink during April.</p>   |  |

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| Variance Report   | VP Rodriguez answered Trustee Jackson's question by noting limited spending was taking place because of the ctcLink spending freeze, so revenues and expenses should balance out by end of FY21-22.   | Trustee Jackson noted, from the Variance Report, it appeared expenses were outpacing revenues and asked how that will be handled.   |
| <u>Discussion</u><br>First Reading - Board of Trustees' Policies Executive Limitations EL-1 through EL-3<br><br>First Reading – Annual College Budget<br><br>First Consideration – ASCBC Services and Activities Budget | College staff suggested some changes of wording, grammar and corrected typographical errors to EL-1 through EL-3. The trustees approved the suggested changes for these policies.<br><br>VP Rodriguez presented the 2022-2023 Operating Budget Proposal to the Board. He gave an overview, presented external factors considered when developing the forecast, reviewed assumptions of expected impacts on forecasted revenues and expenses, provided College priority initiatives, budget enhancements and classifications of resources.<br><br>Director for Student Activities, Alice Schlegel, and ASCBC representative, Shaina Griffiths, provided highlights from the proposed 2022-2023 ASCBC Services and Activities Budget. | Trustee Page moved and Trustee Rivas de Bredt seconded a motion to move the Board of Trustees' Policies Executive Limitations EL-1 through EL-3 to the June 2022 consent agenda for June. Approved unanimously.<br><br>Trustee Siler moved and Trustee Page seconded a motion to move the 2022-2023 Operating Budget Proposal (Annual College Budget) to the June 2022 consent agenda. Approved unanimously.<br><br>Trustee Harper moved and Trustee Rivas de Bredt seconded a motion to move the 2022-2023 ASCBC Services and Activities Budget to the June 2022 consent agenda. Approved unanimously. |
| <u>Consent Agenda</u><br>Second Reading – Board of Trustees' Policies Board-Staff Linkage BSL-1 through BSL-5   | The Board reviewed and approved all suggested changes to BSL-1 through BSL-5.   | Trustee Harper moved and Trustee Page seconded a motion to approve the Board of Trustees' Board-Staff Linkage BSL-1 through BSL-5 as written. Approved unanimously.   |
| <u>Public Comments</u>  | None  |   |
| Break: 5:20 p.m.  | Trustee Jackson called for a break from the public meeting at 5:20 p.m. with Executive Session to begin at 5:25 p.m. and expected return to public meeting at 5:40 p.m.   |   |
| <u>Executive Session</u>  | RCW 42.30.110(1)(b): To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.   |   |
| Return to public meeting: 5:42 p.m.   | Board of Trustees returned to the public meeting.   |   |
| Adjournment: 5:43 p.m.  | Trustee Jackson adjourned the meeting at 5:43 p.m.  |   |
|   | Next Board of Trustees' Meeting<br>Beers Board Room & Zoom Webinar<br>June 13, 2022 - 4:00 p.m.   |   |

# Exhibit B

# CBC in the News



## May 2022

[KEPR: Columbia Basin College launching region's first esports team](#)

[KNDU: CBC's Planetarium and Observatory celebrates National Space Day](#)

[KNDU: Health care workers seeking jobs can attend virtual health fair](#)

[KNDU: Columbia Basin College Hiring Coach for First Collegiate Esports Team in the Area](#)

[KNDU: Columbia Basin Colleges Running Start Funding Now Covers Summer Quarter](#)

[KNDU: University of Washington Medicine Managing CBC West Covid Testing Site](#)

[KAPP-KVEW: Columbia Basin College to Level Up Its Athletic Teams with New Esports League This Fall](#)

[KUNWTV: Facebook: Orgullo Comunitario CBC Student Jesus Delgado](#)

[KUNW-TV: Orgullo Comunitario CBC Student Jesus Delgado](#)

[Tri-City Herald: Here's how Tri-City high schoolers can take college classes for free this summer](#)

[Tri-City Herald: COVID numbers treading the wrong direction in Tri-Cities. More deaths reported](#)

[CBC looking for coach to launch new E-sports team | Tri-City Herald](#)

[Tri-City Herald: Hot CBC baseball team begins postseason journey this Friday](#)

[Tri-City Herald: College E-sports scene is ready to boom. CBC is jumping in the game](#)

[Newstalk870: CBC's First Video Game Head Coach](#)

[ABCMontanarightnow: Sentinel Athletes Celebrate Signing Day](#)

[NBCMontana: 13 Sentinel Spartans commit on signing day](#)

[MontanaSports.com: Missoula Sentinel Lyola Sacred Heart celebrate student-athletes with signing day](#)

<https://thebusinessofesports.com/2022/05/24/columbia-basin-college-to-launch-esports-team/>

[TheSpokesman-Review: Doomsday the cat mural graces Bloomsday route](#)

[CDAPress.com: Signing Photos May 27, 2022](#)

[Newsbreak.com: Columbia Basin College hiring coach for first collegiate esports team in the area](#)

[Dailyadvent.com: Columbia Basin College to level up its athletic teams with new esports league this fall](#)

[Flipboard.com: Columbia basin college to level up its athletic teams with new esports league](#)

[OperaNews: College Esport scene is ready to boom CBC is jumping in the game](#)

[GamingNews: Columbia Basin College Recruits Coaches for First Collegiate Esports Team in the Area](#)



# Exhibit C



## Memorial Day Hike

ASCBC co-hosted a Memorial Hike at Candy Mountain with the VETS Office & the Rec/Wellness Office on May 26 from 6:30-8:30 p.m. 40 people (students and their guests) participated.



## Club Celebration & Giveaway

ASCBC is proud to have such diverse, active, and inclusive clubs on campus. To show our appreciation, we created summer goodie bags for all active club members. The bags included a cooler, frisbee, thumb drives, and more. Students stopped by the new SRC building between 12:00-3:00 p.m. on June 7 to pick-up their bag!



## Outdoor Movie Night

ASCBC held its first 80s themed outdoor movie night on Friday, June 3. Due to inclement weather, we had to move indoors, but it was still really fun! In total, there were over 50 attendees. Participants received snacks and glow sticks. Students who came in their best 80s fashion were part of a drawing to receive an 80s themed gift basket. The films were E.T. and Back to the Future.

## Club Shout Out

ASCBC gives a SHOUT-OUT to the Japanese Culture Club who was awarded \$2,500 from GESA Credit Union for putting together a video for Asian and Pacific Islander's Month. The video included the history of Japanese-Americans and a demonstration of a Japanese dish called, Tonkatsu. The club plans to use the money for future travel next year.

## Thank You & Farewell

Before being part of the ASCBC leadership team, I felt like I attended CBC. . .but after meeting such amazing individuals, I feel like I belong here. I will forever be a Hawk, and CBC will hold a special place in my heart. Thank you for everything.

- Shaina Griffitts

# Exhibit D

**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.



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

June 6, 2022

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.



# Exhibit E

**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 Woods*

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

June 6, 2022

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 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 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 last twelve-month monitoring period, the Minutes of the June 14, 2021, and March 21, 2022, 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 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 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 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 June 14, 2021, and March 21, 2022, Board of Trustees' meetings reflect that the Board received

recommendations from the President for the 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 not renew probationary faculty in accordance with RCW 28B.50.857.

Compliance will be demonstrated that when appropriate, the President submits recommendations to the Board to not renew probationary faculty in accordance RCW 28B.50.857.

EVIDENCE: The Minutes of the Board of Trustees' meetings for the prior twelve-month monitoring period reflect there were no recommendations to not renew probationary faculty submitted to the Board for consideration.

# Exhibit F



**Columbia Basin College**  
**Resolution No. 22-03**

**West Argent Road Right-of-Way Phase 3**

WHEREAS, the Board of Trustees of Community College District No. 19, Columbia Basin College, recognizes the ongoing cooperation between Columbia Basin College and the City of Pasco, AND

WHEREAS, the City of Pasco desires to undertake the West Argent Road improvement project which includes the construction, improvement, maintenance, and repair of West Argent Road, AND

WHEREAS, Columbia Basin College desires to grant the City of Pasco a right-of-way, across, and under the real property situated in the City of Pasco, Franklin County, for the West Argent Road improvement project, AND

WHEREAS, Columbia Basin College desires to provide the City of Pasco a temporary construction easement for the West Argent Road improvement project, AND

WHEREAS, exhibit documents\* have been provided to the Board of Trustees showing said easements and right-of-way, AND

WHEREAS, the Board of Trustees of Columbia Basin College and the College President desire to show their strong support for this project which will benefit and enhance the campus, AND

WHEREAS, Columbia Basin College has been granted legal authority by the State Board of Community and Technical Colleges, and that Eduardo Rodriguez, Vice President for Administrative Services, is hereby authorized, for and on behalf of Columbia Basin College, to do and perform any and all acts which may be necessary to carry out the foregoing resolution including the preparation, delivery and recordation of agreements, and other instruments pertaining to the City of Pasco West Argent Road Phase 3 improvement.

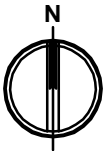
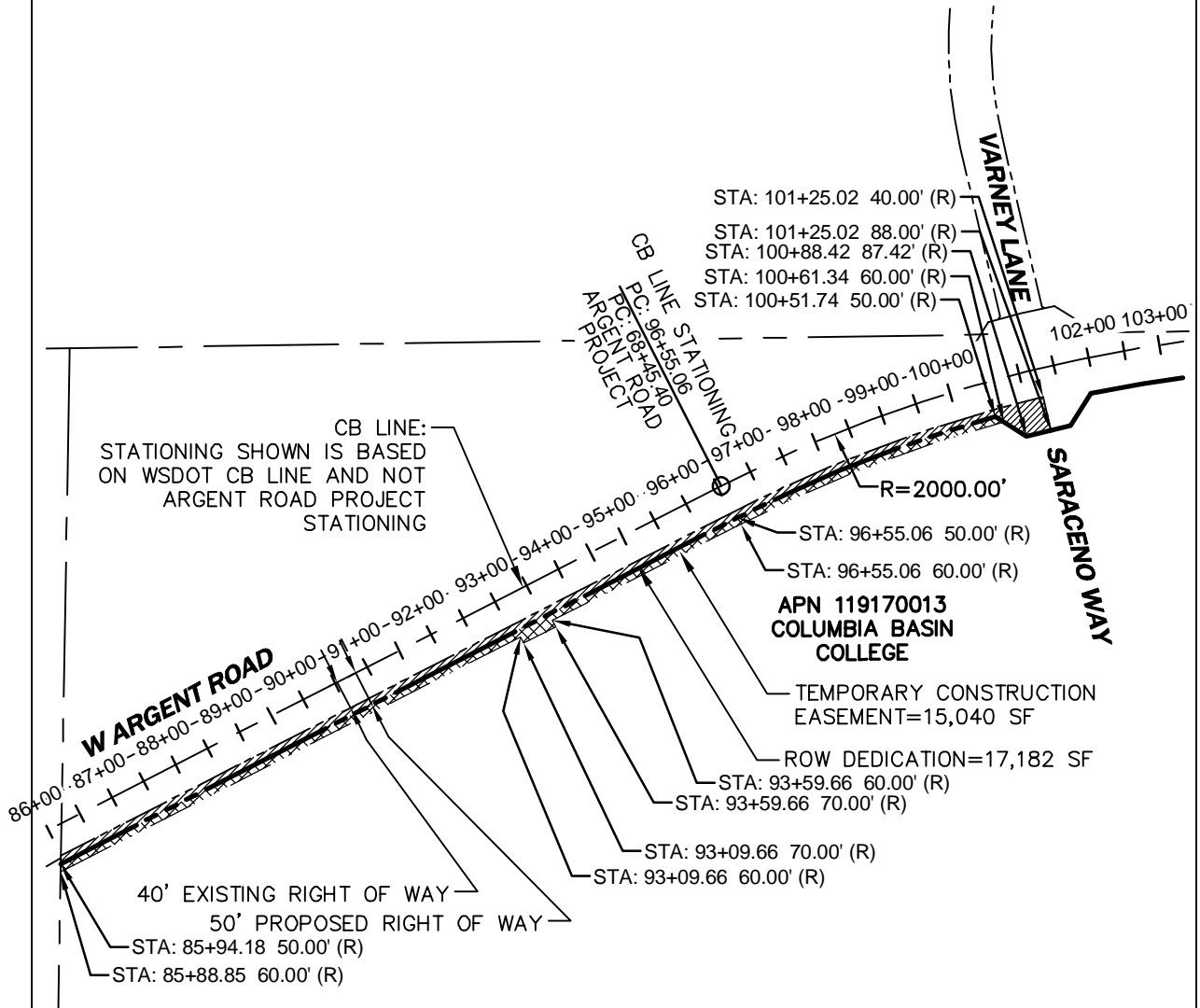
NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Columbia Basin College that it hereby approves the foregoing resolution is a true and correct copy of the resolution adopted by the vote of a majority of the members of the Columbia Basin College Board of Trustees present at a meeting of said Board on the 13th day of June, 2022, at which a quorum was present.

BOARD OF TRUSTEES  
Community College District No. 19  
Columbia Basin College

By: \_\_\_\_\_  
Kedrich Jackson, Chair of the Board of Trustees

\* Exhibit "F-1" AHBL Legal Interpretation  
Exhibit "F-2" AHBL Right of Way Dedication  
Exhibit "F-3" AHBL Temporary Construction Easement  
Exhibit "F-4" AHBL West Argent Road Plan

# EXHIBIT "F-1"



1"=250'

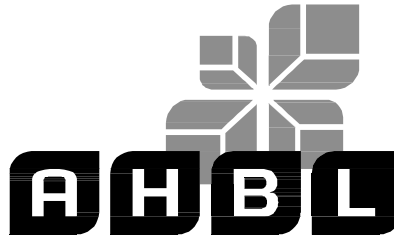
JOB NO. 2210412.50

11/30/21

RIGHT OF WAY PARCEL 119170013

LEGAL BY: TD EXHIBIT BY: TD

w:\sdsproj\2021\2210412\2210412-row-119170013-rev stationing.dwg



5804 Road 90,

Suite H,

Pasco, WA 99301

509.380.5883 TEL

509.380.5885 FAX

THIS EXHIBIT HAS BEEN PREPARED TO ASSIST IN THE INTERPRETATION OF THE ACCOMPANYING LEGAL DESCRIPTION. IF THERE IS A CONFLICT BETWEEN THE WRITTEN LEGAL DESCRIPTION AND THIS SKETCH, THE LEGAL DESCRIPTION SHALL PREVAIL.

EXHIBIT "F-2"

RIGHT OF WAY DEDICATION  
PARCEL NO. 119170013

THAT PORTION OF THE HEREINAFTER DESCRIBED TRACT 'X' BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST LINE OF SAID TRACT 'X' LYING 50 FEET SOUTHERLY OF AND PERPENDICULAR TO HIGHWAY ENGINEER'S STATION (HEREINAFTER REFERRED TO AS HES) 85+94.18 ON THE CB LINE SURVEY OF STATE ROUTE NO. 182, ROAD 68 INTERCHANGE VICINITY TO SR 395 INTERCHANGE VICINITY; THENCE NORTHEASTERLY PARALLEL WITH SAID CENTERLINE TO A POINT OPPOSITE HES 96+55.06 AND THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 1950 FEET; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE TO A POINT OPPOSITE HES 100+51.74 AND 50 FEET SOUTHEASTERLY THEREFROM; THENCE SOUTHEASTERLY TO A POINT OPPOSITE HES 100+88.42 AND 87.42 FEET SOUTHEASTERLY THEREFROM; THENCE NORTHEASTERLY TO A POINT OPPOSITE HES 101+25.02 AND 88 FEET SOUTHEASTERLY THEREFROM; THENCE NORTHWESTERLY TO A POINT OPPOSITE HES 101+25.02 AND 40 FEET SOUTHERLY THEREFROM; THENCE SOUTHWESTERLY ALONG A LINE 40 FEET SOUTHEASTERLY FROM AND PARALLEL WITH SAID CENTERLINE TO THE WEST LINE OF SAID TRACT 'X'; THENCE SOUTHERLY ALONG SAID WEST LINE TO THE POINT OF BEGINNING.

TRACT 'X'

ALL OF THE NORTHEAST QUARTER OF SECTION 24, TOWNSHIP 9 NORTH, RANGE 29 EAST, W.M., FRANKLIN COUNTY, WASHINGTON; EXCEPT THE SOUTH HALF OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER THEREOF; AND EXCEPT THE SOUTH 208.71 FEET OF THE EAST 208.71 FEET THEREOF; AND ALSO EXCEPT PORTION THEREOF CONVEYED TO THE STATE OF WASHINGTON FOR HIGHWAY PURPOSES, UNDER RECORDING NOS. 170226, 222782, 258790 AND 1674761, A CORRECTION OF 1668494; AND ALSO EXCEPT PORTION THEREOF ACQUIRED BY CONDEMNATION BY THE STATE OF WASHINGTON UNDER JUDGMENT AND DECREE OUT OF FRANKLIN COUNTY SUPERIOR COURT CAUSE NO. 26882; AND ALSO EXCEPT THE EAST 40 FEET THEREOF; AND ALSO EXCEPT PORTION CONVEYED TO THE PORT OF PASCO RECORDED UNDER AUDITOR'S FILE NO. 424435; AND ALSO EXCEPT PORTION CONVEYED TO THE CITY OF PASCO BY INSTRUMENT RECORDED SEPTEMBER 28, 2016 UNDER AUDITOR'S FILE NO. 1851515. AND EXCEPT THAT PORTION CONVEYED TO THE CITY OF PASCO BY QUIT CLAIM DEED RECORDED JUNE 21, 2019 UNDER AUDITOR'S FILE NO. 1896292.

THE LANDS HEREIN DESCRIBED CONTAIN AN AREA OF 17,182 SQUARE FEET, MORE OR LESS.

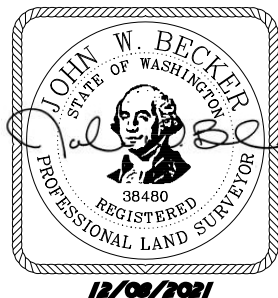




EXHIBIT "F-3"

TEMPORARY CONSTRUCTION EASEMENT

PARCEL NO. 119170013

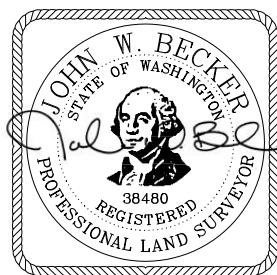
THAT PORTION OF THE HEREINAFTER DESCRIBED TRACT 'X' BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST LINE OF SAID TRACT 'X' LYING 50 FEET SOUTHERLY OF AND PERPENDICULAR TO HIGHWAY ENGINEER'S STATION (HEREINAFTER REFERRED TO AS HES) 85+94.18 ON THE CB LINE SURVEY OF STATE ROUTE NO. 182, ROAD 68 INTERCHANGE VICINITY TO SR 395 INTERCHANGE VICINITY; THENCE NORTHEASTERLY PARALLEL WITH SAID CENTERLINE TO A POINT OPPOSITE HES 96+55.06 AND THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 1950 FEET; THENCE NORTHEASTERLY ALONG THE ARC OF SAID CURVE TO A POINT OPPOSITE HES 100+51.74 AND 50 FEET SOUTHEASTERLY THEREFROM; THENCE SOUTHEASTERLY TO A POINT OPPOSITE HES 100+61.34 AND 60 FEET SOUTHEASTERLY THEREFROM; THENCE SOUTHWESTERLY ALONG A LINE 60 FEET SOUTHEASTERLY FROM AND PARALLEL WITH SAID CENTERLINE TO A POINT OPPOSITE HES 93+59.66; THENCE SOUTHEASTERLY TO A POINT OPPOSITE HES 93+59.66 AND 70.00 FEET SOUTHEASTERLY THEREFROM; THENCE SOUTHWESTERLY TO A POINT OPPOSITE HES 93+09.66 AND 70 FEET SOUTHEASTERLY THEREFROM; THENCE NORTHWESTERLY TO A POINT OPPOSITE HES 93+09.66 AND 60 FEET SOUTHEASTERLY THEREFROM; THENCE SOUTHWESTERLY ALONG A LINE PARALLEL WITH SAID CENTERLINE TO THE WEST LINE OF SAID TRACT 'X' LYING OPPOSITE HES 85+88.85; THENCE NORTHERLY ALONG SAID WEST LINE TO THE POINT OF BEGINNING.

TRACT 'X'

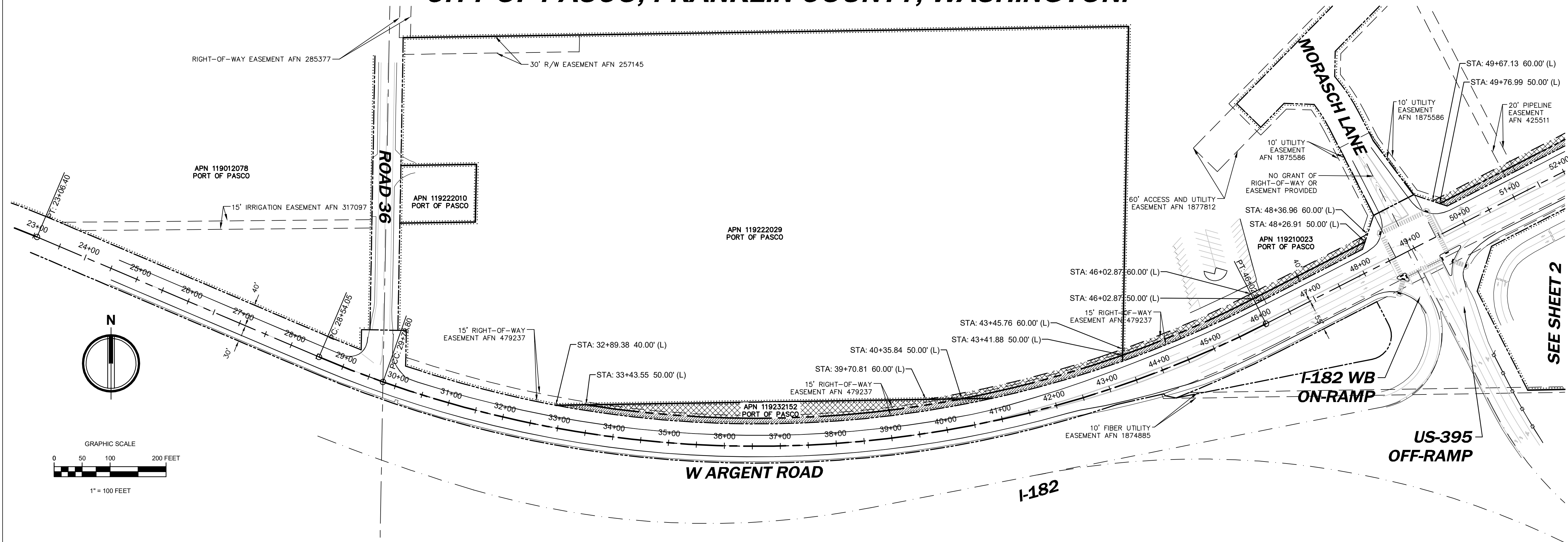
ALL OF THE NORTHEAST QUARTER OF SECTION 24, TOWNSHIP 9 NORTH, RANGE 29 EAST, W.M., FRANKLIN COUNTY, WASHINGTON; EXCEPT THE SOUTH HALF OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER THEREOF; AND EXCEPT THE SOUTH 208.71 FEET OF THE EAST 208.71 FEET THEREOF; AND ALSO EXCEPT PORTION THEREOF CONVEYED TO THE STATE OF WASHINGTON FOR HIGHWAY PURPOSES, UNDER RECORDING NOS. 170226, 222782, 258790 AND 1674761, A CORRECTION OF 1668494; AND ALSO EXCEPT PORTION THEREOF ACQUIRED BY CONDEMNATION BY THE STATE OF WASHINGTON UNDER JUDGMENT AND DECREE OUT OF FRANKLIN COUNTY SUPERIOR COURT CAUSE NO. 26882; AND ALSO EXCEPT THE EAST 40 FEET THEREOF; AND ALSO EXCEPT PORTION CONVEYED TO THE PORT OF PASCO RECORDED UNDER AUDITOR'S FILE NO. 424435; AND ALSO EXCEPT PORTION CONVEYED TO THE CITY OF PASCO BY INSTRUMENT RECORDED SEPTEMBER 28, 2016 UNDER AUDITOR'S FILE NO. 1851515; AND EXCEPT THAT PORTION CONVEYED TO THE CITY OF PASCO BY QUIT CLAIM DEED RECORDED JUNE 21, 2019 UNDER AUDITOR'S FILE NO. 1896292.

THE LANDS HEREIN DESCRIBED CONTAIN AN AREA OF 15,040 SQUARE FEET, MORE OR LESS.



12/09/2021

W ARGENT ROAD  
A PORTION OF THE N 1/2 OF SEC. 24, TWN. 09 N., RGE. 29 E. W.M.  
CITY OF PASCO, FRANKLIN COUNTY, WASHINGTON.



BASIS OF BEARING

NAD 1983/11  
WASHINGTON STATE PLANE SOUTH PROJECTION, BASED ON GPS  
OBSERVATIONS USING WSRN AND GEOID 2012A. UNITS OF MEASUREMENT  
ARE US SURVEY FEET.

UTILITY NOTES

1. SURFACE UTILITY FACILITIES ARE SHOWN HEREON PER FIELD LOCATED  
VISIBLE EVIDENCE. THERE MAY BE UTILITIES THAT EXIST ON THIS SITE OTHER  
THAN THOSE GRAPHICALLY DEPICTED HEREON.
2. UNDERGROUND (BURIED) UTILITIES SHOWN HEREON ARE BASED ON  
COMBINATIONS OF VISIBLE SURFACE EVIDENCE, UTILITY LOCATOR MARKINGS  
AND RECORD DATA (SUCH AS AS-BUILT OR UTILITY DESIGN DRAWINGS). ALL  
UNDERGROUND UTILITIES SHOWN HEREON ARE APPROXIMATE AND, IN SOME  
CASES, ARE SHOWN AS STRAIGHT LINES BETWEEN FIELD LOCATED SURFACE  
UTILITY FACILITIES. UNDERGROUND UTILITIES MAY HAVE BENDS, CURVES OR  
CONNECTIONS WHICH ARE NOT SHOWN.
3. ALTHOUGH LOCATIONS OF UNDERGROUND UTILITIES BASED ON UTILITY  
LOCATOR MARKINGS AND RECORD DATA (SUCH AS AS-BUILT OR UTILITY  
DESIGN DRAWINGS) ARE DEEMED RELIABLE, AHBL, INC. ASSUMES NO  
LIABILITY FOR THE ACCURACY OF SAID DATA.
4. CALL 1-800-424-5555 BEFORE ANY CONSTRUCTION.

RELIANCE NOTE

THIS SURVEY WAS PREPARED AT THE REQUEST OF DUSTIN POSTEN FOR THE  
SOLE AND EXCLUSIVE USE OF HDR INC. RIGHTS TO RELY UPON AND, OR  
USE THIS SURVEY DO NOT EXTEND TO ANY OTHER PARTY EXCEPT THROUGH  
EXPRESS RECERTIFICATION BY THE PROFESSIONAL LAND SURVEYOR WHOSE  
STAMP AND SIGNATURE APPEAR HEREON.

EQUIPMENT USED

3" TOTAL STATION UTILIZING STANDARD FIELD TRAVERSE METHODS FOR  
CONTROL AND STAKING.

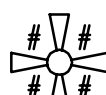
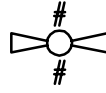



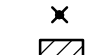






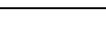

SURVEYOR'S CERTIFICATE

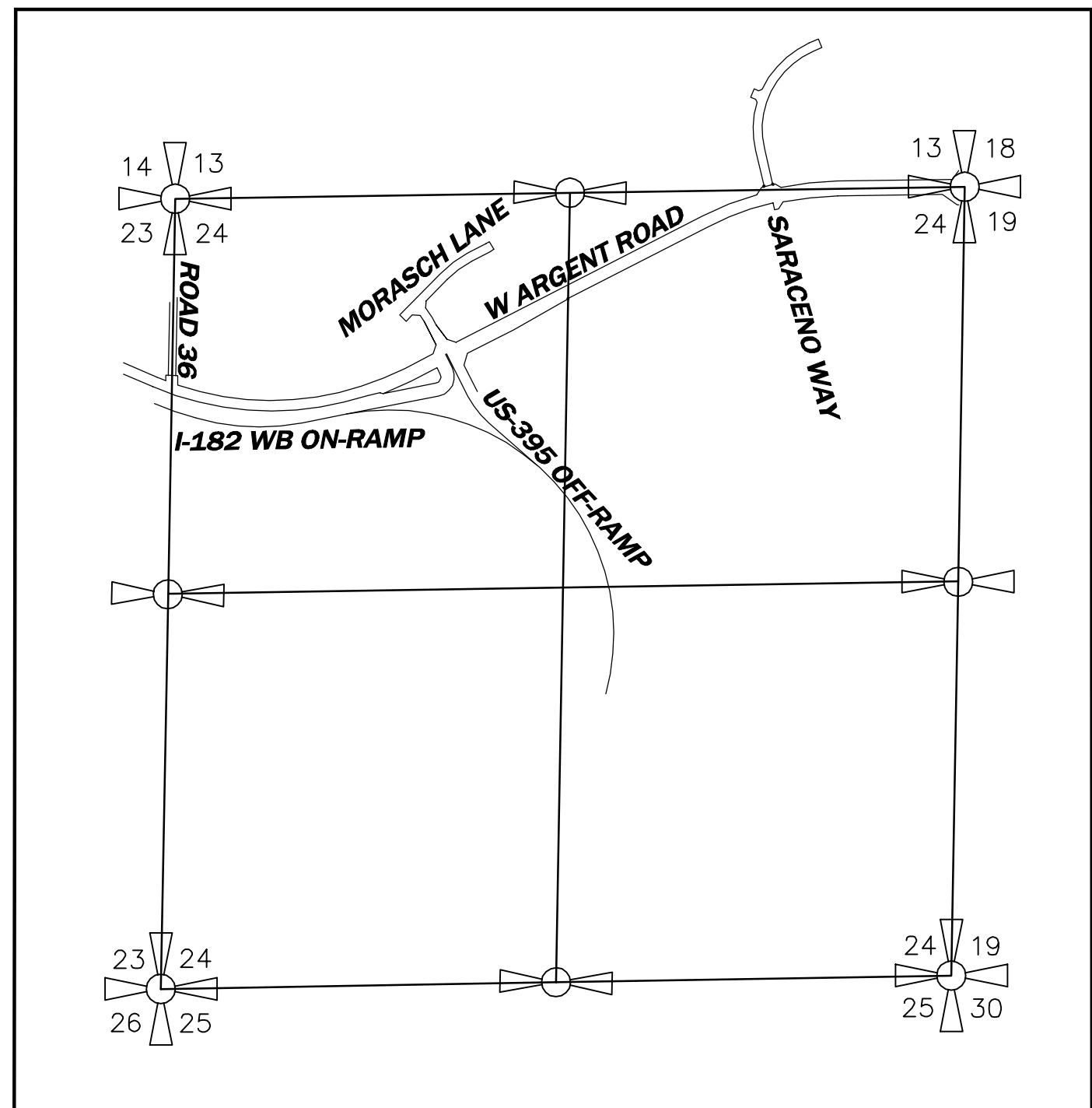
I, JOHN W. BECKER, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF  
WASHINGTON, HEREBY CERTIFY THAT THIS MAP CORRECTLY REPRESENTS A  
SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION IN JUNE 2021 AT  
THE REQUEST OF HDR INC.

 02/01/2022  
JOHN W. BECKER, PLS 38480 DATE

| OWNERSHIPS                               |                        |              |             |      |           |                                |
|--|------------------------|--------------|-------------|------|-----------|--------------------------------|
| PARCEL NO.                               | NAME                   | PARCEL LT/RT | TOTAL AREA* | R/W  | REMAINDER | TEMPORARY CONSTRUCTION EASMENT |
| 119170013                                | COLUMBIA BASIN COLLEGE | RT           | 133.4       | 0.39 | 133.01    | 0.35                           |
| 119180011                                | PORT OF PASCO          | LT           | 7.93        | 0.32 | 7.61      | 0.51                           |
| 119210023                                | PORT OF PASCO          | LT           | 51.32       | 0.31 | 51.01     | 0.31                           |
| 119222029                                | PORT OF PASCO          | LT           | 19.61       | 0.06 | 19.55     | 0.08                           |
| 119232152                                | PORT OF PASCO          | LT           | 0.45        | 0.17 | 0.28      | 0.3                            |
| *TOTAL AREA PER FRANKLIN COUNTY ASSESSOR |                        |              |             |      |           |                                |
| ALL AREAS LISTED IN ACRES                |                        |              |             |      |           |                                |

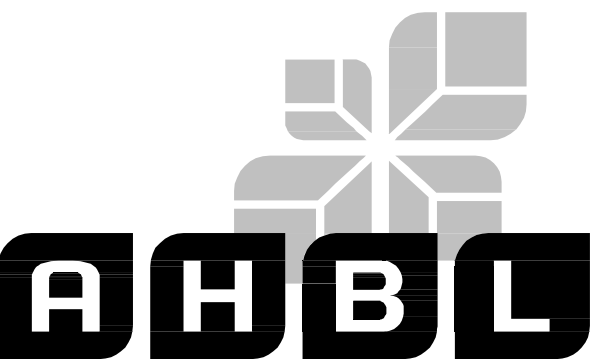
LEGEND

-  SECTION CORNER
-  QUARTER SECTION CORNER
-  CENTER SECTION
-  FOUND MONUMENT AS NOTED
-  FOUND SURFACE MONUMENT AS NOTED
-  SET NAIL AND WASHER
-  SET REBAR AND CAP
-  FOUND PROPERTY CORNER
-  FOUND/ SET LEAD AND TACK
-  PROPOSED RIGHT OF WAY
-  TEMPORARY CONSTRUCTION EASEMENT
-  TEMPORARY CONSTRUCTION EASEMENT LINE
-  EXISTING RIGHT OF WAY LINE
-  PROPOSED RIGHT OF WAY LINE
-  PROPERTY LINES



VICINITY MAP

NOT TO SCALE



TACOMA · SEATTLE · SPOKANE · TRI-CITIES

5804 Road 90, Suite H Pasco, WA 99301  
509.380.5883 TEL 509.380.5885 FAX www.ahbl.com WEB

Project Title:

W ARGENT ROAD  
IMPROVEMENTS

Client:

HDR INC

835 N POST STREET, SUITE 101  
SPOKANE, WA 99201

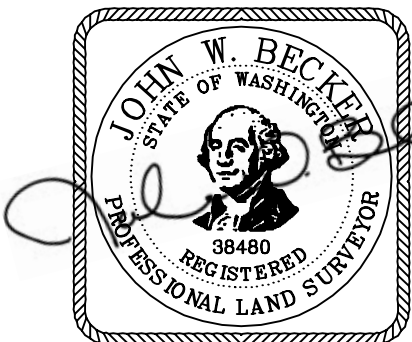
DUSTIN POSTEN  
(509) 343-8498

Job No.

2210412.50

Issue Set & Date:

JANUARY 31, 2022



02/01/2022

NOTICE  
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ADDITION TO THAT PROJECT OR FOR ANY OTHER PROJECT.

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A

A

A

Revisions:

Sheet Title:

W ARGENT ROAD  
ROW EXHIBIT

Designed by:

Drawn by:

Checked by:

TD/LF

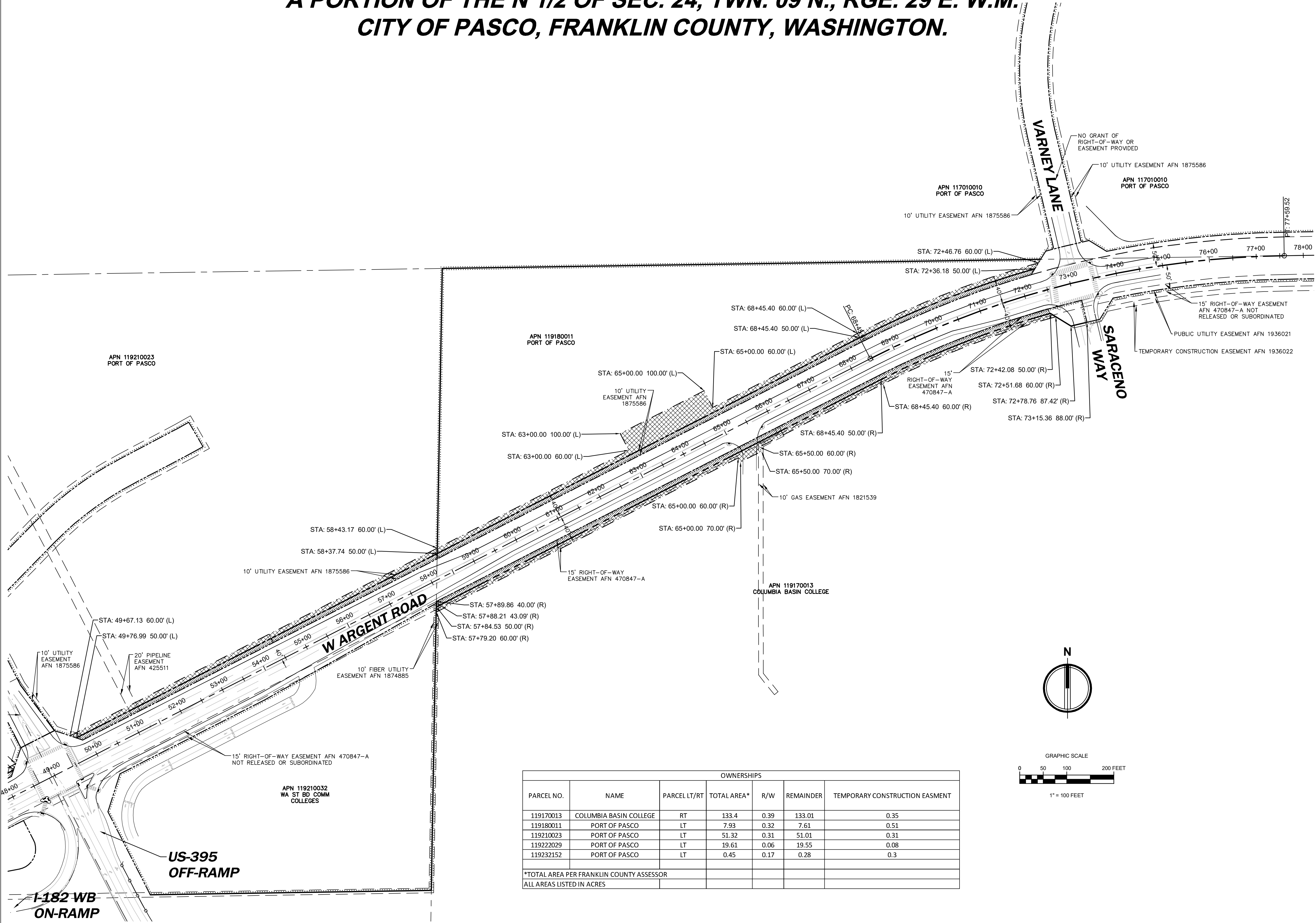
JB

Sheet No.

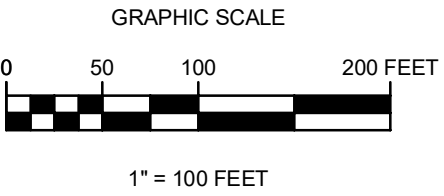
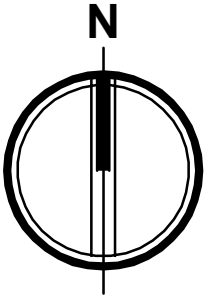
ROW

1 of 2 Sheets

W ARGENT ROAD  
A PORTION OF THE N 1/2 OF SEC. 24, TWN. 09 N., RGE. 29 E. W.M.  
CITY OF PASCO, FRANKLIN COUNTY, WASHINGTON.



| OWNERSHIPS                               |                        |              |             |      |           |                                |
|--|------------------------|--------------|-------------|------|-----------|--------------------------------|
| PARCEL NO.                               | NAME                   | PARCEL LT/RT | TOTAL AREA* | R/W  | REMAINDER | TEMPORARY CONSTRUCTION EASMENT |
| 119170013                                | COLUMBIA BASIN COLLEGE | RT           | 133.4       | 0.39 | 133.01    | 0.35                           |
| 119180011                                | PORT OF PASCO          | LT           | 7.93        | 0.32 | 7.61      | 0.51                           |
| 119210023                                | PORT OF PASCO          | LT           | 51.32       | 0.31 | 51.01     | 0.31                           |
| 119222029                                | PORT OF PASCO          | LT           | 19.61       | 0.06 | 19.55     | 0.08                           |
| 119232152                                | PORT OF PASCO          | LT           | 0.45        | 0.17 | 0.28      | 0.3                            |
| *TOTAL AREA PER FRANKLIN COUNTY ASSESSOR |                        |              |             |      |           |                                |
| ALL AREAS LISTED IN ACRES                |                        |              |             |      |           |                                |



**AHBL**

TACOMA · SEATTLE · SPOKANE · TRI-CITIES

5804 Road 90, Suite H Pasco, WA 99301  
509.380.5883 TEL 509.380.5885 FAX www.ahbl.com WEB

Project Title:  
**W ARGENT ROAD IMPROVEMENTS**

Client:  
**HDR INC**  
835 N POST STREET, SUITE 101  
SPOKANE, WA 99201  
DUSTIN POSTEN  
(509) 343-8498

Job No.  
2210412.50

Issue Set & Date:  
JANUARY 31, 2022



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Revisions:  

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |
|  |  |

Sheet Title:  
**W ARGENT ROAD ROW EXHIBIT**

Designed by: Drawn by: Checked by:  
TD/LF JB

Sheet No.  
**ROW**  
2 of 2 Sheets

# Exhibit G

## **By-Laws**

Faculty Senate of Columbia Basin College

Approved by CBC Faculty June 3<sup>rd</sup>, 2022

### **Derivation of Power**

The Board of Trustees of Columbia Basin College, acting from the authority vested in the local Board of Trustees, as stated in the Revised Code of Washington (28B.50.140), and in accordance with the Revised Code of Washington (28B.50.145), hereby recognizes that the Faculty, represented by the Faculty Senate, share in the responsibility with the President and the administration and other staff in the governing of Columbia Basin College. Such delegation of responsibility is confined to the articles in the following by-laws.

### **Preamble**

We, the Faculty of Columbia Basin College, recognizing that we have responsibilities in the governing of this institution, provide for a Faculty Senate to oversee the execution of these responsibilities, which include, but are not limited to, the following:

1. To participate in the formulation of the general policies of the institution.
2. To participate in determining appropriate curricula and degree requirements, primarily through the Curriculum Committee.
3. To participate in the formulation of assessment policies and practices through the Assessment, Teaching and Learning Committee.
4. To establish and maintain channels of communication between the Faculty and the Board of Trustees, primarily through the Chair of the Faculty Senate.
5. To provide a forum for Faculty discussion of policies, procedures, and contractual matters.
6. To assume responsibility for special studies involving Faculty, social and benevolent activities, and elections involving the Faculty, primarily through the Faculty Affairs Committee.
7. To encourage and provide an additional means for the presentation of the students' voice on college affairs.
8. To participate in the screening of applicants for non-tenure administrative positions, primarily through the college policy on search committees.
9. To provide a body to which representatives of college organizations outside the Senate may report.
10. To provide a means of communication for dissenting opinions of the Faculty.
11. To participate in the development of the instructional budget, primarily through the function of the Financial Affairs Committee.
12. To participate in the campus-wide tenure process in a manner consistent with the current bargaining agreement.

## **Article I**

### **Authority of the Faculty**

By virtue of the authority granted to the President by the Board, the President recognizes that the Faculty share responsibility with the President and administration in such matters as educational policy and general welfare. The Faculty should:

1. Determine, with approval of the President, its own organization and by-laws.
2. Adopt its own rules of procedure, for the purpose of exercising its powers and performing the duties delegated to it.

## **Article II**

### **A. Membership in the Faculty**

The Faculty consists of all teachers, counselors, librarians, and administrators as defined in RCW 28B.50.851.3a, whether serving part-time or full-time, and whether serving in an active or emeritus capacity.

### **B. Voting Membership in the Faculty**

Voting membership in the Faculty consists of:

1. Full-time teachers, counselors, and librarians.
2. Part-time adjunct Faculty who have been contracted for 60 percent of full-time or more without interruption during the previous year (summer quarter excluded).

## **Article III.**

### **Delegation of Powers to the Senate – Reservations**

1. All powers of the Faculty to review and recommend policy statements relevant to faculty and instruction prior to approval, with the exception of any policy that would usurp the authority of the collective bargaining unit are vested in the Senate.
2. The Faculty reserves the right and power to rescind the delegation of powers to the Senate and/or reject Senate action provided that: a meeting is called for the purpose of considering such action, that notice of such meeting is given to each voting member of the Faculty at least two weeks before the date of such meeting, and that the date of the meeting is set for a contract day between October 15 and May 30. Voting will take place the week following the meeting. A majority of those who vote must approve in order to rescind delegation or reject Senate action.

## ARTICLE IV

### Representation of Faculty

No person, except a representative of the Faculty appointed by the Senate, may represent or speak for the Faculty in any official capacity on behalf of Faculty Senate, or purport to do so, except the exclusive bargaining representative, which represents the Faculty to the Board for the purposes of collective bargaining under (RCW 28B.52).

## ARTICLE V

### A. Faculty Meetings

1. The Faculty will meet to receive information from the President, other administrative officers, or the Senate. These meetings may be for the purpose of discussing any matter of general Faculty interest. These meetings may be called by the President of the college, the Chair of the Senate, or ten percent of the voting members of the Faculty. The Chair of the Senate shall determine at least once each quarter, except for summer, whether any of those with the prerogative to call such a meeting wish to do so. The Faculty will meet at least once in each academic year.
2. The Chair of the Senate determines the order of business at each meeting of the Faculty, and, in doing so, provides opportunity for introduction of new business from the floor.

### B. Faculty Referenda

1. The Senate may refer matters within the scope of these by-laws to the general faculty for decision by means of a referendum.
2. A referendum passes if a simple majority of those who vote (fifty-one percent) are in favor.
3. The results of a referendum are binding and cannot be overturned by other Senate action.
4. Matters decided by referendum must be resubmitted to referendum by the Senate should substantive change or deletion become necessary. The same matter shall not be submitted more than once in an academic year, unless it is determined that previous action was in violation of these by-laws.

## ARTICLE VI

### Amendment and By-Law Changes

These by-laws may be amended or changed. An amendment or change is to be presented to the Faculty for discussion at a general Faculty meeting at least one week prior to balloting. An amendment or by-law change passes when a majority of those who vote are in favor and concurrence of the President is received.

## ARTICLE VII

### A. The Senate

#### Duties and Powers of the Senate

1. The Senate shall hold regular meetings to provide for the execution of those duties of the Faculty designated in the Preamble of the by-laws.
2. The Senate may serve such other functions as may be determined by the President of the College.
3. The Senate may adopt, amend, or repeal rules governing its own activities and procedures where they are not superseded by these by-laws.

#### Rules of the Senate

1. "Robert's Rules of Order Newly Revised" shall be used as the parliamentary authority where it is not superseded by these by-laws.

#### Membership of the Senate

1. Membership consists of twelve voting Faculty members elected by the voting Faculty for a two-year term.
2. Membership also includes three non-voting, ex-officio members:
  - a. The President of the College or a designated representative.
  - b. A member of the executive board of the exclusive bargaining representative.
  - c. The President of the ASCBC or a designated representative.
3. The Senate Chair from the previous academic year will serve an additional one-year term in the role of alternate, also serving in an advisory capacity.

#### Election to the Senate

1. Members are elected by secret ballot. All voting members of the Faculty are eligible to be elected to the Senate.



2. A call for nominations will be made each April. Any voting member of the Faculty may nominate, with that person's permission, any voting member of the Faculty. Faculty members may also nominate themselves. In order for a candidate's name to appear on the ballot, it must be submitted to the Chair of the Faculty Affairs Committee or designee by the deadline date, which is no later than two days before elections. Space for write-in candidates will be included on the ballot.
3. Seven members will be elected each year (unless a vacancy is also being filled). In the event of a tie, a run-off election will be held within the following week. Every effort will be made to create a representative Senate, including a member from each division, a librarian, and a counselor.
4. Elections will be held the last week in April.
5. The responsibility of carrying out the election is delegated to the Faculty Affairs Committee.

## **Term of Office of a Senator**

### **Normal Terms**

1. Members serve a two-year term, with a limit of four consecutive years. The term limit may be extended for another two-year term with the approval of Faculty Senate if an extension is necessary to ensure that all Faculty Senate seats will be filled. The term of office shall begin at the last meeting of the academic year in which they are elected.
2. The alternate Senator serves for one year.

### **Absence**

1. If a Senator is unable to attend Senate meetings, the alternate will replace the Senator during the period of absence. If there is no alternate due to a prior vacancy, the position will be filled by appointment of the Senate.
2. A Senator may be suspended after absence from three regular Senate meetings in an academic year. This position shall become vacant after the next regular meeting unless the Senate votes to lift the suspension.

### **Vacancies**

1. If a Senator discontinues membership in the Senate, or if the position becomes vacant prior to the expiration of a regular term, the alternate Senator will serve

the remainder of that term. The vacancy will then be filled during regular elections.

2. Additional vacancies will be filled pro-tem by appointment of the Faculty Senate. The vacancy will then be filled during regular elections.

### **Quorum**

1. A quorum exists when eight members are present.

### **Officers of the Senate**

1. The Senate must elect a Chair and a Secretary to comprise the Executive Committee of the Senate for a term of one year. These elections will be held at the first seating of the newly elected Senators, which occurs at the last meeting of the academic year.
2. The Senate may elect or appoint additional officers to carry out the functions of the Senate.
3. If an officer is unable to serve, the Senate will elect a new one.
4. An officer may be removed for cause by two-thirds majority vote of the Senate members.

### **Duties of the Chair and Secretary of the Senate**

1. The Chair convenes and presides over the Senate and general Faculty meetings.
2. The Chair makes recommendations to the Senate concerning proposed legislative actions.
3. The Chair provides for a Faculty Senate representative to attend and report on faculty matters at the CBC Board of Trustees meetings.
4. The Chair and Secretary prepare and publish the agenda for Senate meetings. The agenda must include:
  - a. Any item requested by a member of the Faculty Senate.
  - b. Any item requested in writing by at least five percent of the voting members of the Faculty.
  - c. Any item requested by a majority vote of ASB or by five percent of the students.
5. The Secretary of the Senate is responsible for the minutes of the Senate meetings.
6. The Secretary presides over the Senate and general Faculty meetings in the absence of the Chair of the Senate.

## B. Senate Committees.

### I. Faculty Affairs Committee

#### Composition of the Faculty Affairs Committee

1. Membership shall include:
  - a. One representative from the Faculty Senate who is appointed by the Faculty Senate Chair and approved by a majority vote of the Faculty Senate. The representative from Faculty Senate has the right to chair the Faculty Affairs committee, but they may delegate the chair responsibility to another Faculty member of the committee with majority vote approval from the Faculty Senate.
  - b. One Faculty member from each division.
2. Members are appointed by Faculty Senate.
3. The Senate Representative for Faculty Affairs serves a one-year term.
4. Members serve a two-year term, with a limit of four consecutive years. The Senate representative serves a one-year term. The term limit may be extended for another two-year term with the approval of the committee and a Faculty Senate majority vote.

#### Duties of the Faculty Affairs Committee

1. The committee is responsible for conducting Senate elections, to include: seeking and recording nominations, notifying the Faculty, creating and providing ballots, counting votes, and announcing the result of the election.
2. The committee is responsible for conducting elections for Curriculum Committee, to include: seeking and recording nominations, notifying the Faculty, creating and providing ballots, counting votes, and announcing the result of the election.
3. The committee shares responsibility for planning Welcome Week by selecting one of the keynote speakers.
4. The committee will perform additional duties as assigned by the Senate Chair with approval by a majority vote of the Faculty Senate.

## II. Financial Affairs Committee

### Composition of the Financial Affairs Committee

1. Membership is five:
  - a. One representative from the Faculty Senate who is appointed by the Faculty Senate Chair and approved by a majority vote of the Faculty Senate. The representative from Faculty Senate has the right to chair the Financial Affairs Committee, but they may delegate the chair responsibility to another faculty member of the committee with majority vote approval from the Faculty Senate.
  - b. Four additional members from the general Faculty appointed by the Faculty Senate.
2. Members serve a two-year term, with a limit of four consecutive years. The term limit may be extended for another two-year term with the approval of the committee and a Faculty Senate majority vote.
3. If a Faculty member is no longer able to serve, a new Faculty member will be selected to serve the remainder of the term.

### Duties of the Financial Affairs Committee

1. Meet regularly with Administrative Services or their designee to become informed on the philosophy, structure, and development of the Columbia Basin College budget.
2. Serve as an advisory group in the development of the instructional budget and in subsequent adjustments to it.
3. Work with the exclusive bargaining representative during contract negotiations to develop positions on salaries and fringe benefits.
4. Keep Faculty informed on financial matters and provide a means for Faculty to provide input.

## III. Curriculum Committee

### Composition of the Curriculum Committee

1. Membership consists of:
  - a. One member from the Faculty Senate who is appointed by the Chair and approved by a majority vote of the Faculty Senate and who has the right to co-chair the committee. The Faculty Senate representative has the

right to delegate his or her Co-Chair responsibilities to another Faculty member who has been elected to serve on the committee, subject to majority vote approval by both Curriculum Committee and Faculty Senate.

- b. One Faculty member from each instructional area who is elected by the faculty in that area, as specified in the Faculty Senate. Additional voting Faculty from areas not listed will be added to or dropped from the relevant area with approval from Faculty Senate. Composition of the committee shall be Faculty weighted (a majority of eligible voters shall be Faculty members) and reflect equitable representation of division/unit Faculty. Members from the following areas are included in addition to Faculty from instructional areas:
  - i. One Librarian designated by the library Faculty.
  - ii. One Counselor designated by the counseling Faculty.
  - iii. A member of the academic administration designated by the college President, who co-chairs the committee.
  - iv. Three additional administrators designated by the administrative Co-Chair.
  - v. A representative from registration who serves in an advisory and ex officio capacity.
2. Elected members serve a two-year term, with a limit of four consecutive years. The Faculty Senate representative serves a one-year term with the option of serving a second one-year term if the Senate approves.
3. The Faculty members will serve staggered terms as specified in the Faculty Senate.
4. If a Faculty member is no longer able to serve, a new Faculty member from the same area (as specified in 1b) will be selected by Faculty in the relevant area to serve the remainder of the original term.
5. Members serve in the instructional area to which they are elected for their entire two-year term. Faculty Senate defines the instructional areas prior to the elections, and the instructional areas will represent the organizational structure of the college.

If a department is reassigned to a new instructional area during a member's term, the member continues to serve in the original instructional area to which the member was elected for that term. The member does not represent the reassigned department's newly assigned instructional area.

If the member is not able or willing to represent the instructional area that has changed, the member may resign from Curriculum Committee, and the Senate will conduct an emergency election for the vacated position.

If, during the academic year, the College creates a new department and puts the new department into an existing instructional area, or if the College moves an existing department to another instructional area, the Curriculum Committee member who was originally elected to represent that existing instructional area will also be responsible for representing the instructional area's newly assigned or created department.

### **Duties of the Curriculum Committee**

1. Investigate, evaluate, and enact additions or changes to curricula, in accordance with the responsibilities listed in the Curriculum Approval Guide (CAG) and all accrediting bodies.
2. Develop degree/certificate requirements.
3. Work with the Assessment, Teaching and Learning Committee to develop instructional goals and long-range plans to meet goals.

## **IV. Assessment, Teaching and Learning Committee**

### **Composition of the Assessment, Teaching and Learning Committee**

1. Membership is ten or more:
  - a. One member from the Faculty Senate, appointed by the Faculty Senate Chair and approved by a majority vote of the Faculty Senate. The Faculty Senate representative of the committee will serve as the Faculty Co-Chair or will delegate this responsibility to another Faculty member on the committee with the majority vote approval of Faculty Senate and the Assessment, Teaching, and Learning Committee.
  - b. A member of the academic administration designated by the college President, who co-chairs the committee.
  - c. At least four full-time Faculty members with at least one representative from each of the following instructional areas:
    - i. Transfer
    - ii. Professional/Technical
    - iii. Transitional Studies

- d. Adjunct Faculty.
  - e. Staff who are interested in Assessment, Teaching, and Learning issues, including Institutional Research and eLearning staff.
  - f. Student representatives (up to three).
2. Faculty members are approved annually by the Faculty Senate.
  3. Members serve a two-year term, with a limit of four consecutive years. The term limit may be extended for another two-year term with the approval of the committee and a Faculty Senate majority vote.

### **Duties of the Assessment, Teaching and Learning Committee**

The mission of the Assessment, Teaching and Learning Committee is to optimize student learning by:

1. Designing, implementing, and conducting campus-wide assessment of student learning outcomes to improve teaching and learning.
2. Promoting teaching and learning professional development for Faculty members, which will include organizing a faculty track for Teaching and Learning Days.
3. Working with the Curriculum Committee to ensure that assessment results are used for curricular development.

# 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.

**POLICY TYPE: ENDS E-2**

***POLICY TITLE: MISSION FULFILLMENT***

Mission fulfillment at CBC is characterized by the following metrics to which the Board, with the President and Leadership Team, will define measures for success, and monitor on a specified, periodic basis:

1. A.A. or A.S.-T. degree completion, which enable students to begin their chosen careers or transfer to 4-year schools to complete their Bachelor's or higher degree programs.
2. A.A.S. or B.A.S./B.S.N. 4-year degree completion, which enable students to begin their chosen careers.
3. Professional and Technical certificates as proof of enhanced training and skills to continue in or change their careers.
4. GED and HS-Equivalent credentials which allow students to transition to college or begin their chosen careers.

**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 (~~AA~~)
7. Transfer to 4-Year

# Exhibit I

**COLUMBIA BASIN COLLEGE  
BOARD OF TRUSTEES' MEETING**

August 19, 2022  
Beers Board Room & Virtual  
9:00 a.m. – 3:00 p.m.

---

**Agenda**

Call to Order

**Pledge of Allegiance**

**Agenda Changes\***

**Approval of Minutes\***

Exhibit A: June 13, 2022 Board of Trustees' Meeting

**Reports**

Student Success

Diversity, Equity, and Inclusion

Financial Projections

Exhibit B: Quarterly Financial Statement

**Discussion/Action\***

Exhibit C: Cash Reserves Target Update and Board of Trustees' Reserves FY2023

Exhibit D: Board Meetings Annual Schedule (*tentative*)

**Trustee Work Session**

Exhibit E: Board of Trustees Annual Calendar/Work Plan

Board Evaluation

Board Roles and Elections

Chair, Vice Chair, Legislative Action Committee Liaisons, Foundation Liaison

**Discussion**

**Public Comments**

**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 Dates:**

### **September 2022**

- Welcome Week for All CBC Employees, September 12 - 16
- First day of Fall Quarter, September 19

### **October 2022**

- Power of Connection Fall Luncheon, October 21, Three Rivers Convention Center, Kennewick
- ACCT Leadership Congress, October 26 – 29, Marriott Marquis, New York City
- Power of Connection, October 27, HAPO Center, Pasco

### **November 2022**

- ACT Fall Conference & Legislative Action Committee Retreat, November 16 – 18, Hilton Seattle Airport & Conference Center, Seatac
- United Way Festival of Trees, November 19, The Lodge, Richland

### **December 2022**

- CBC Finals, December 6 - 8

# Exhibit J

# CBC Board of Trustees 2022-23 Calendar of Meetings

## September 2022

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 |    |

## October 2022

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |    |    |    |    |    |

## November 2022

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 |    |    |    |

## December 2022

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

## January 2023

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 |    |    |    |    |

## February 2023

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 |    |    |    |    |

## March 2023

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

## April 2023

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 |    |    |    |    |    |    |

## May 2023

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

## June 2023

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 |    |

## July 2023 – No Meeting

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |    |    |    |    |    |

## August 2023

| S  | M  | T  | W  | Th | F  | S  |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

## CBC Observed Holidays

Sep 5: Labor Day

Nov 11: Veterans Day

Nov 24: Thanksgiving Day

Nov 25: Native Amer Heritage Day

Dec 26: Christmas

Jan 2: New Year's Day

Jan 16: M L King Day

Feb 20: Presidents' Day

May 29: Memorial Day

June 19: Juneteenth

July 4: Independence Day

## Trustee Conferences

Oct 26-29: ACCT Leadership Congress

Nov 17: ACT LAC Retreat

Nov 18: ACT Fall Conference

Jan 23: Transforming Lives Dinner

Jan 23: New Trustee Orientation

Jan 24: Winter Legis. Contact Conf.

Feb 5-8: ACCT Natl Legis. Summit

May TBD: 2023 ACT Spring Conference

BOT Meeting Times: Sep-Jan 4pm

Feb-Apr 7:30am | May-Jun 4pm

# 2022-2023



# Exhibit K



Community College District 19  
**Board of Trustees**

## **BOARD POLICIES**

**POLICY TYPE: EXECUTIVE LIMITATIONS EL-1**

***POLICY TITLE: GENERAL EXECUTIVE ACCOUNTABILITY***

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

**POLICY TYPE: EXECUTIVE LIMITATIONS EL-2**

***POLICY TITLE: TREATMENT OF COMMUNITY MEMBERS AND STUDENTS***

With respect to staff interaction with community members and students or those applying to be students, the President shall set and maintain organizational expectations and norms that ensure their safe treatment, respect, dignity, confidentiality and privacy.

Accordingly, the President shall not:

1. Use application forms or procedures that elicit unnecessary information or violate confidentiality and privacy.
2. Use methods of collecting, reviewing, transmitting or storing client information that fail to protect against improper access to the information elicited.
3. Fail to inform the community members and students about what may be expected and what may not be expected from the service offered.
4. Withhold a grievance process from students who believe that they have not been accorded a reasonable interpretation of rights established pursuant to this Policy.
5. Operate without written procedures which clarify the rules for students.
6. Make false claims or withhold required information about any programs, services, or cost of attendance.

**POLICY TYPE: EXECUTIVE LIMITATIONS EL-3**

***POLICY TITLE: TREATMENT OF EMPLOYEES***

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

Accordingly, the President shall not:

1. Operate without written personnel procedures, which clarify personnel rules for staff, provide for effective handling of grievances, and protect against wrongful conditions – e.g., nepotism, grossly preferential treatment for personal reasons.
2. Retaliate against any staff member for expressing a non-disruptive ethical dissent.
3. Hinder, prevent or restrict the exercise of academic freedom.
4. Hinder or prevent employees from using established grievance procedures.

# Exhibit L

# **COLUMBIA BASIN COLLEGE**

## **2022-2023 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 is available today.*

This plan was created as a team effort involving Budget Services, Budget Managers, and CBC's Cabinet leadership team. Within this process each budget unit is mapped to a department and assigned a budget owner. The allocated budget represents the anticipated need for funds to carry out the department's goals and objectives in support of CBC's Mission. This budget plan provides us with the ability to track and manage our fiscal year resources across multiple funding sources.

As an institution, our conservative approach to budgeting has allowed us to continue serving our community while facing decreasing enrollments. 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. The ability to report on budget and spending information will 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.*

- Annual health plan employer rate increased from \$11,232 to \$13,560 per participating employee
- Running Start (RS) program non-vocational rate changed from \$8,726 to \$9,342
- Cost of Living Adjustments (COLA) of 4.743% for I-732 eligible employees
- Cost of Living Adjustments (COLA) of 3.25% for Exempt and Classified employees
- One-time salary payment of \$2,000 for WPEA represented staff with an annual salary less than \$99,000
- Two percent collection of RS and tuition revenue by SBCTC to support ctcLink

## Assumptions

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

- Tuition rate increased by 2.5% over FY22
- Projected decrease in tuition revenue by 3% over FY22
- Projected decrease in Running Start revenue by 7% over FY22
- SBCTC will continue to provide dedicated funding for Guided Pathways, High Demand Faculty, and Nursing Educators

## 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 initiatives that help achieve our mission and goals. For FY23, our budget provides resources to help fund:

- ctcLink-related activities and staffing
- The creation and implementation of a leadership development program
- The implementation of an esports program with a head coach utilizing our model combining head coaches with full-time completion coach positions
- Increased operational support for the Student Recreation Center
- Support for diversity, equity, and inclusion efforts and trainings

## Budget Enhancements

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

- Fifty percent institutionalization of two Perkins grant-funded Completion Coach positions
- \$62,831 for an LPN-BSN program pathway, offered in the School of Health Sciences, to provide LPNs the opportunity to complete their education with Bachelor of Science in Nursing degrees
- \$75,100 for Strategic Planning to support the implementation of strategic priorities as outlined in the CBC *Inclusivo* Strategic Plan
- \$20,000 to support the operations of the Food Pantry, providing additional student workers and consistent operating hours
- Implementation of a self-supported cost center for student housing operations

## 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) Running Start contract income (Fund 146).
- State Allocation: State provided authorization to spend up to the amount allocated for our institution. This includes a combination of restricted and general operational support funding. The allocation provides permission to use the resources for the current fiscal year. Any unspent allocation line cannot be accumulated to the next year.
- Grants fund 145: Funding sources include federal, state or local grants. These accounts have an educational mission rather than community service focus. Revenue generated from Grants are restricted to fulfill the objectives specified by the granting agency. Therefore, this revenue is not used as part of our operating budget process. However, some grant awards require institutional support contributions.



- Contract fund 146: These accounts generate revenue that becomes discretionary for the college to use to support the terms of the contract. Any additional net revenue is used by CBC to supplement operational expenses as needed.
- Auxiliary fund 570: Accounts that are funded by self-sustaining activities that are related to community services. Revenue generated through these activities are used to support the expenses incurred specifically by the activities that generate the income. These expenses are not supported by our operating budget. Any excess revenue is used to support college wide strategic initiatives and other entrepreneurial projects.
- Associated Student's fund 522: This funding is managed by our ASCBC team and is used to help fund approved student activities. A budget committee will allocate funding to student organizations, clubs, and groups.

## Budget Account 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 VP's, Deans, or Directors in their area to assist in the management of the approved fiscal year budgets.

Delegation of budget authority includes but not limited to:

- Management of expenses not to exceed approved budgets
- Review and approval of all purchases under delegated budget accounts
- Understanding proper budget code and object code combination
- Reconciliation of delegated budget account codes
- Regularly attend scheduled training sessions
- Actively participate in CBC's annual budget development process

## Fiscal Year Budget Comparison FY22 to FY23

| Operating Revenue Forecast |                                    |                   |                   |                       |
|----------------------------|------------------------------------|-------------------|-------------------|-----------------------|
| Account                    | Description                        | FY23 BOT Proposal | FY22 BOT Approved | Year over Year Change |
| 522-1AUR                   | 522 - ASCBC Fee Rev                | \$ 900,000        | \$ -              | \$ 900,000            |
| 000-STATE                  | State- Allocation                  | \$ 28,854,142     | \$ 25,923,851     | \$ 2,930,291          |
| 000-GP                     | State- Guided Pathway Allocation   | \$ 1,483,623      | \$ 1,093,405      | \$ 390,218            |
| 091-Nursing                | State- Nursing Educator Allocation | \$ 509,567        | \$ 425,712        | \$ 83,855             |
| 112-HD                     | State- High Demand Faculty         | \$ 770,434        | \$ 770,434        | \$ -                  |
| 000-FC                     | State- Faculty Conversion          | \$ 243,000        | \$ -              | \$ 243,000            |
| 149-TUITION                | Tuition Revenue                    | \$ 12,183,427     | \$ 12,509,100     | \$ (325,673)          |
| 148-FEES                   | General Student Fees               | \$ 3,095,455      | \$ 3,623,065      | \$ (527,610)          |
| xxx-Other                  | Other Local Rev -ctcLink           | \$ 1,618,857      | \$ 1,300,000      | \$ 318,857            |
| 146-RS                     | Running Start                      | \$ 7,466,925      | \$ 8,000,000      | \$ (533,075)          |
| 149-CARES                  | HEERF - Carry Forward              | \$ 2,702,380      | \$ 1,310,000      | \$ 1,392,380          |
| Operating Revenue          |                                    | \$ 59,827,810     | \$ 54,955,567     | \$ 324,879            |

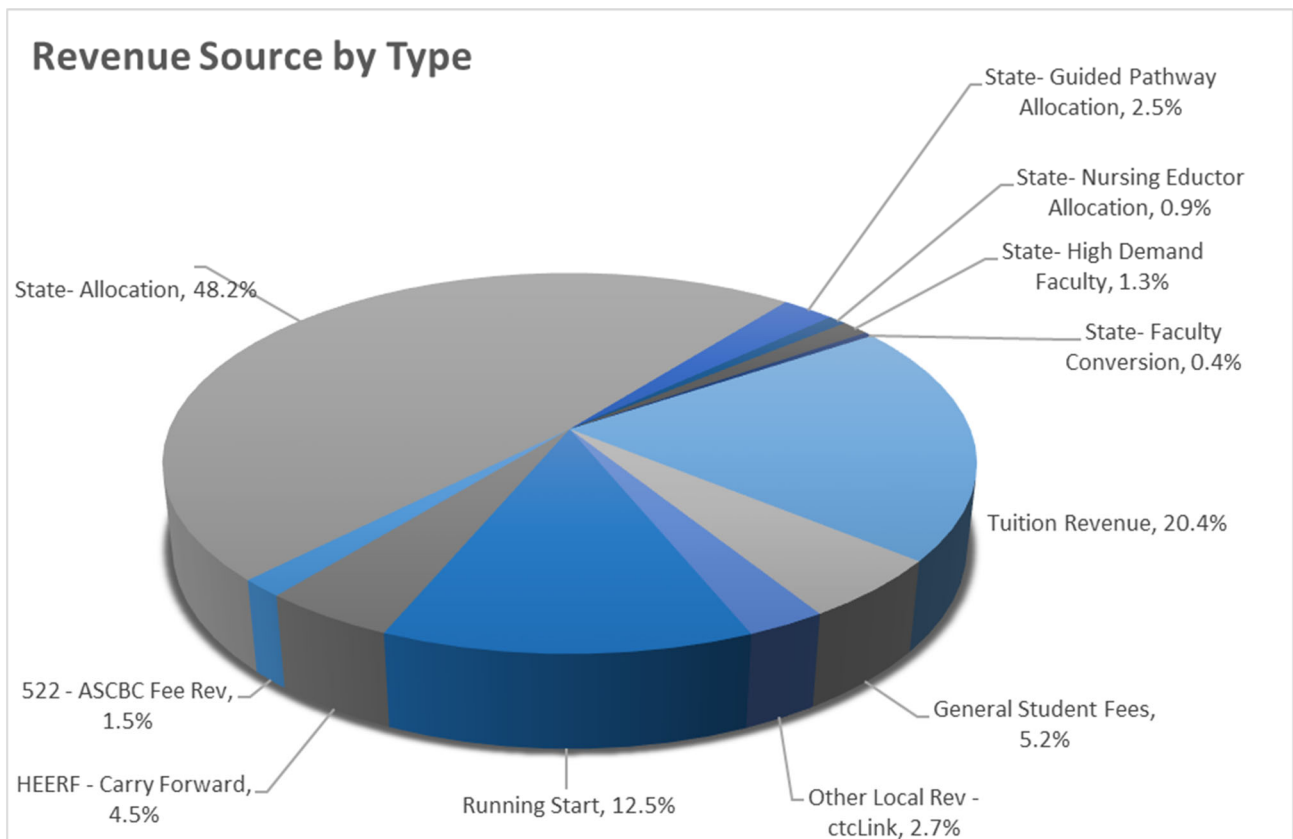
| Operating Expense Forecast |                                       |                   |                   |                       |
|----------------------------|---------------------------------------|-------------------|-------------------|-----------------------|
| Account                    | Description                           | FY23 BOT Proposal | FY22 BOT Approved | Year over Year Change |
| A:                         | Salaries And Wages                    | \$ 36,815,272     | \$ 33,317,336     | \$ 3,497,936          |
| B:                         | Employee Benefits                     | \$ 12,356,331     | \$ 11,110,809     | \$ 1,245,522          |
| C:                         | Professional Service Contracts        | \$ 527,933        | \$ 405,483        | \$ 122,450            |
| E:                         | Goods And Other Services              | \$ 6,772,463      | \$ 6,535,668      | \$ 236,795            |
| G:                         | Travel                                | \$ 583,797        | \$ 598,181        | \$ (14,384)           |
| J:                         | Capital Outlays                       | \$ 893,229        | \$ 879,214        | \$ 14,015             |
| N:                         | Grants, Benefits, And Client Services | \$ 858,181        | \$ 858,181        | \$ -                  |
| P:                         | Debt Service/Liability                | \$ 1,636,525      | \$ 1,708,132      | \$ (71,607)           |
| S/T:                       | Interagency Reimbursements            | \$ (616,515)      | \$ (457,699)      | \$ (158,816)          |
| Operating Expenses         |                                       | \$ 59,827,216     | \$ 54,955,305     | \$ 4,871,911          |

|               |  |        |        |  |
|---------------|--|--------|--------|--|
| Net Resources |  | \$ 594 | \$ 262 |  |
|---------------|--|--------|--------|--|

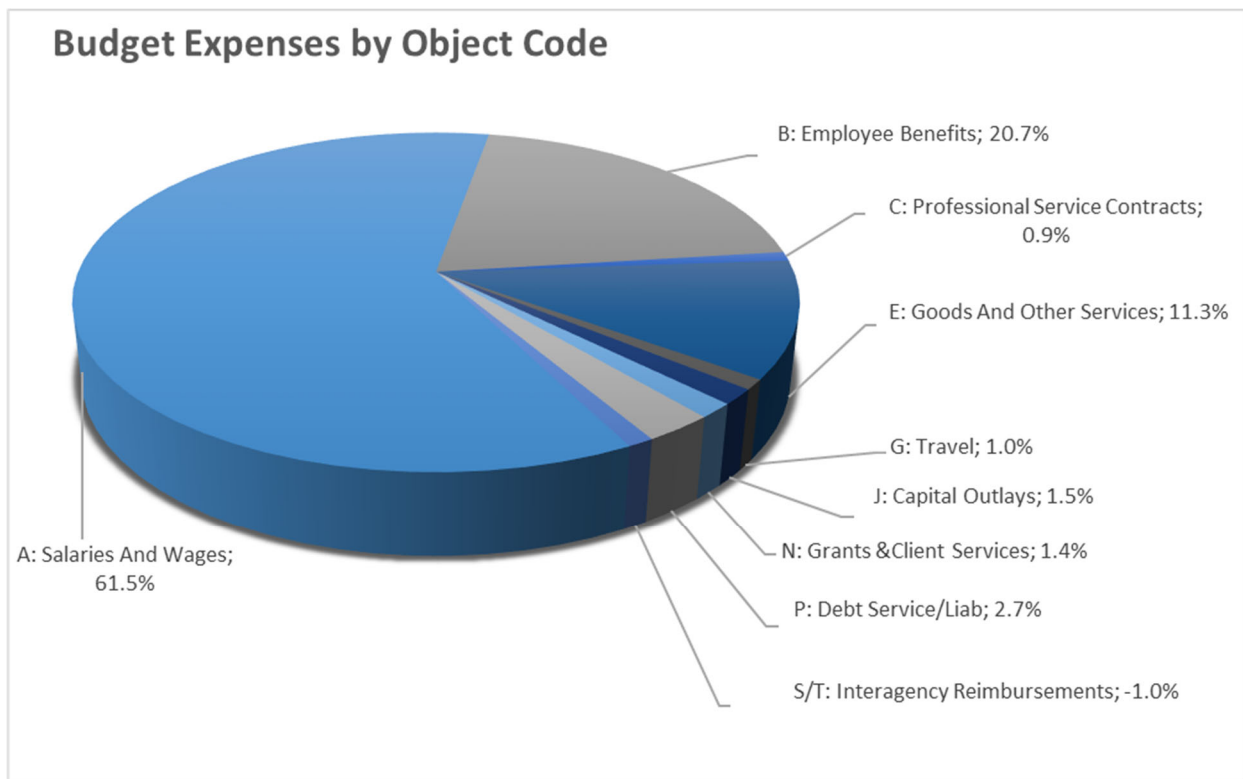
## FY23 Revenue Forecast:

| Account                  | Description                        |           | FY23 BOT Proposal | % of Total Revenue |
|--------------------------|------------------------------------|-----------|-------------------|--------------------|
| 522-1AUR                 | 522 - ASCBC Fee Rev                | \$        | 900,000           | 1.5%               |
| 000-STATE                | State- Allocation                  | \$        | 28,854,142        | 48.2%              |
| 000-GP                   | State- Guided Pathway Allocation   | \$        | 1,483,623         | 2.5%               |
| 091-Nursing              | State- Nursing Educator Allocation | \$        | 509,567           | 0.9%               |
| 112-HD                   | State- High Demand Faculty         | \$        | 770,434           | 1.3%               |
| 000-FC                   | State- Faculty Conversion          | \$        | 243,000           | 0.4%               |
| 149-TUITION              | Tuition Revenue                    | \$        | 12,183,427        | 20.4%              |
| 148-FEES                 | General Student Fees               | \$        | 3,095,455         | 5.2%               |
| xxx-Other                | Other Local Rev -ctcLink           | \$        | 1,618,857         | 2.7%               |
| 146-RS                   | Running Start                      | \$        | 7,466,925         | 12.5%              |
| 149-CARES                | HEERF - Carry Forward              | \$        | 2,702,380         | 4.5%               |
| <b>Operating Revenue</b> |                                    | <b>\$</b> | <b>59,827,810</b> | <b>100%</b>        |



## FY23 Budget Proposal:

| Object                   | Object Description             | FY23 BOT Proposal    | % of Total Budget |
|--------------------------|--------------------------------|----------------------|-------------------|
| A:                       | Salaries And Wages             | \$ 36,815,272        | 61.5%             |
| B:                       | Employee Benefits              | \$ 12,356,331        | 20.7%             |
| C:                       | Professional Service Contracts | \$ 527,933           | 0.9%              |
| E:                       | Goods And Other Services       | \$ 6,772,463         | 11.3%             |
| G:                       | Travel                         | \$ 583,797           | 1.0%              |
| J:                       | Capital Outlays                | \$ 893,229           | 1.5%              |
| N:                       | Grants & Client Services       | \$ 858,181           | 1.4%              |
| P:                       | Debt Service/Liab              | \$ 1,636,525         | 2.7%              |
| S/T:                     | Interagency Reimbursements     | \$ (616,515)         | -1.0%             |
| <b>Operating Expense</b> |                                | <b>\$ 59,827,216</b> | <b>100%</b>       |



# Exhibit M

| <b>S&amp;A Budget</b>                        | <b>2020-21</b>         | <b>2021-22</b>         | <b>2022-23</b>         |
|--|------------------------|------------------------|------------------------|
| <b>Projection &amp; Continual Expenses</b>   |                        |                        |                        |
| Service & Activities Fee                     | \$ 1,500,000.00        | \$ 1,500,000.00        | \$ 1,470,000.00        |
| ASCBC Salaries (continual)                   | \$ 217,000.00          | \$ 217,000.00          | \$ 217,000.00          |
| Food Pantry Pilot (up to 2 years)            |                        |                        | Pilot Complete         |
| Student Support Account (COVID-19 related)   | \$ 71,600.00           | \$ 71,600.00           | Combined w/below       |
| Emergency Fund for S&A Funded Groups         | \$ 18,018.00           | \$ 18,018.00           | \$ 89,618.00           |
| <b>Organizations</b>                         |                        |                        |                        |
| Orchestra                                    | \$ 5,000.00            | \$ 5,000.00            | \$ 5,000.00            |
| Band   | \$ 35,000.00           | \$ 35,000.00           | \$ 35,000.00           |
| Vocal Music                                  | \$ 55,255.00           | \$ 55,255.00           | \$ 55,255.00           |
| Drama/Theater                                | \$ 60,600.00           | \$ 60,600.00           | \$ 60,600.00           |
| Baseball                                     | \$ 39,000.00           | \$ 39,000.00           | \$ 39,000.00           |
| Men's Basketball                             | \$ 29,000.00           | \$ 29,000.00           | \$ 29,000.00           |
| Men's Soccer                                 | \$ 27,000.00           | \$ 27,000.00           | \$ 27,000.00           |
| Men's Golf                                   | \$ 13,000.00           | \$ 13,000.00           | \$ 13,000.00           |
| Women's Basketball                           | \$ 29,000.00           | \$ 29,000.00           | \$ 29,000.00           |
| Volleyball                                   | \$ 29,000.00           | \$ 29,000.00           | \$ 29,000.00           |
| Women's Soccer                               | \$ 27,000.00           | \$ 27,000.00           | \$ 27,000.00           |
| Women's Golf                                 | \$ 13,000.00           | \$ 13,000.00           | \$ 13,000.00           |
| Softball                                     | \$ 29,000.00           | \$ 29,000.00           | \$ 29,000.00           |
| <b>Services</b>                              |                        |                        |                        |
| <b>Services Managed by ASCBC</b>             |                        |                        |                        |
| Service                                      | \$ 9,500.00            | \$ 9,500.00            | \$ 9,500.00            |
| Travel/Training                              | \$ 14,200.00           | \$ 14,200.00           | \$ 14,200.00           |
| Office Expense                               | \$ 13,500.00           | \$ 13,500.00           | \$ 13,500.00           |
| Progressive Club Funding                     | \$ 40,000.00           | \$ 40,000.00           | \$ 40,000.00           |
| Activities                                   | \$ 45,000.00           | \$ 45,000.00           | \$ 45,000.00           |
| Music Copyrights                             | \$ 5,000.00            | \$ 5,000.00            | \$ 5,000.00            |
| Game Room                                    | \$ 34,175.00           | \$ 34,175.00           | \$ 34,175.00           |
| <b>Services Managed outside of ASCBC</b>     |                        |                        |                        |
| Veterans Resource Center                     | \$ 10,000.00           | \$ 10,000.00           | \$ 10,000.00           |
| Athletic Promotions                          | \$ 1,500.00            | \$ 1,500.00            | \$ 1,500.00            |
| Game Management                              | \$ 85,000.00           | \$ 85,000.00           | \$ 85,000.00           |
| Esvelt Gallery                               | \$ 23,430.00           | \$ 23,430.00           | \$ 23,430.00           |
| Academic Success Center                      | \$ 75,351.00           | \$ 75,351.00           | \$ 75,351.00           |
| Disability Testing                           | \$ 32,670.00           | \$ 32,670.00           | \$ 32,670.00           |
| Grants in Aid (Athletic scholarships)        | \$ 131,040.00          | \$ 131,040.00          | \$ 131,040.00          |
| Talent Grants (Drama)                        | \$ 18,000.00           | \$ 18,000.00           | \$ 18,000.00           |
| Talent Grants (Vocal Music)                  | \$ 25,800.00           | \$ 25,800.00           | \$ 25,800.00           |
| Talent Grants (Band)                         | \$ 22,500.00           | \$ 22,500.00           | \$ 22,500.00           |
| Talent Grants (Orchestra)                    | \$ 3,000.00            | \$ 3,000.00            | \$ 3,000.00            |
| Childcare Reimbursement                      | \$ 52,500.00           | \$ 52,500.00           | \$ 52,500.00           |
| Travel Reimbursement for Low Income Students | \$ 37,800.00           | \$ 37,800.00           | \$ 37,800.00           |
| Planetarium                                  | \$ 8,200.00            | \$ 8,200.00            | \$ 8,200.00            |
| <b>Prefunded Clubs</b>                       |                        |                        |                        |
| Hockey Club                                  | \$ 15,588.00           | \$ 15,588.00           | \$ 15,588.00           |
| Automotive Performance Club                  | \$ 5,000.00            | \$ 5,000.00            | Not Active             |
| SkillsUSA                                    | \$ 25,000.00           | \$ 25,000.00           | Not Active             |
| Splitting Image                              | \$ 14,000.00           | \$ 14,000.00           | \$ 14,000.00           |
| Tech Club                                    | \$ 5,900.00            | \$ 5,900.00            | \$ 5,900.00            |
| Professional Agricultural Student Org (PAS)  | \$ 11,000.00           | \$ 11,000.00           | \$ 11,000.00           |
| Psych Club                                   | \$ 13,300.00           | \$ 13,300.00           | \$ 13,300.00           |
| Game Club                                    | \$ 8,178.00            | \$ 8,178.00            | \$ 8,178.00            |
| Dental Hygiene                               | \$ 5,295.00            | \$ 5,295.00            | \$ 5,295.00            |
| Cyberhawks                                   | \$ 3,000.00            | \$ 3,000.00            | \$ 3,000.00            |
| Phi Theta Kappa (PTK)                        | \$ 8,100.00            | \$ 8,100.00            | \$ 8,100.00            |
|  | <b>20-21 Total:</b>    | <b>2021-22 Total:</b>  | <b>2022-23 Total:</b>  |
|  | <b>\$ 1,500,000.00</b> | <b>\$ 1,500,000.00</b> | <b>\$ 1,470,000.00</b> |

Renaming to ASCBC Support

Orchestra  
ASCBC  
Band  
Vocal Music  
Drama/Theater  
Athletics  
WEC  
Manages One Budget

## Service & Activities Budget Recommendation 2022-23

### Detailed Report

#### **S&A Fee Projection and Scaled Increase:**

The S&A Fee is now reaching the state maximum and will continue to increase to meet the state maximum annually after this year. This scaled increase was approved by both student government and the Board of Trustees almost five years ago. The goal was to reach the state maximum by increasing the fee by \$1.00 per year until we reached the allowable State Board maximum. This gentle increase has not overburdened the students, but it has allowed our S&A funded programs ample funding to remain competitive with CTCs across the state whose S&A fees are currently and continue at the state maximum. In general, it will also assist with rising expenses such as travel costs and the increase to minimum wage.

However, for the 2022-23 academic year, the mild increase will allow our total S&A projection to be slightly lower than the current year. This is due to our current and projected decrease in enrollment. Even though we are optimistic that our enrollment will bounce back next year, we would like to stay conservative in our projection.

FY22: \$11.10 = \$1,500,000

FY23: \$11.93 = \$1,470,000 (keeping in mind the possible 15% reduction in enrollment)

\*FY23 represents the current S&A state maximum for the 2021-22 academic year. We will increase our S&A fee to this amount for FY23, and then we will continue to increase to maintain the state maximum in future years.

#### **Background & Proposed Plan:**

This year we had a delayed start to student government. When the student leaders were hired in November/December, they went through S&A Budget training. As part of this training, we discussed the current situation with COVID-19 which involved limited travel, lower enrollment, and the hybrid involvement of our student body in extracurricular activities. Due to our lower enrollment, our S&A projection for the upcoming year has reduced, but we have also seen some of our S&A funded groups discontinue. With this in mind, the ASCBC executive council under guidance of the Director of Student Activities would like to continue the plan that was implemented last year and the year prior. We will continue to fund all current S&A groups at the same level as this year, excluding any groups that have dissolved over the past two years. With the funding from these two discontinued groups along with the gentle increase of the S&A fee, we will negate our decreased enrollment, which means all other groups should be able to retain their funding at the current level. The current Student Support Account and the S&A Emergency Fund will be moved into a centralized account called ASCBC Support where new proposing groups can ask for annual funding, and current groups can ask for one-time bumps to their accounts if needed. Newly qualifying groups will be given preference, but we anticipate funding remaining after those new groups are awarded. The process for asking for extra funding to bump a budget is underway and will hopefully involve a larger S&A budget committee comprised of both student government and students-at-

large. And as always, 2022-23 allocations will not be implemented until July if approved by the Board of Trustees at their May or June meeting. Typically, this implementation happens on July 1. However, with our transition to ctcLink, it will happen after July 5.

**Rationale for the Current Plan:**

1. With classes being heavily online until winter quarter, it has been difficult for many of our S&A funded groups to fully operate. Because of this, the groups have limited data or information to present to a budget committee. And in some cases, our S&A funded groups have been severely hindered due to the COVID-19 infection waves and the lack of comfort or ability to travel. This inactivity is not a choice, and it seems unfair to penalize groups for something outside of their control. This is why we are recommending that all groups remain at the same level of funding if at all possible.
2. It also seems both an unkindness and a hardship to ask S&A funded groups to project their needs for next year, when many of us will have to rebuild our services, programs, and activities to re-achieve our previous standards of participation.
3. Running a comprehensive S&A Budget Committee – even under normal circumstances – is difficult, but running one where the student members haven't been able to witness or understand the full scope of these S&A programs in which they are judging could be construed as unfair and may have unintended consequences for S&A funded groups who are already struggling with the current situation.
4. With a reduction in enrollment and a modest increase in S&A fees next year, the S&A projection would hold true to the current year with some modest adjustments internally. It only seems fair that we freeze amounts at their current position for those groups who have made it through the pandemic.

**Recommendation:**

It is recommended that the 2022-23 budget follow this plan and the spreadsheet provided.