

**COLUMBIA BASIN COLLEGE
BOARD OF TRUSTEES'**

July 5, 2017

Beers Board Room — 4:00 p.m.

Agenda

Call to Order

***Approval of Minutes**

Minutes of June 12, 2017 Board of Trustees

Exhibit A

Executive Session

RCW 42.30.110(1)(g): To evaluate the qualifications of an applicant for public employment.

Presidential Search Process

Public Comments

Adjournment

***(requires motion/approval)**

EXHIBIT A

Columbia Basin College
Board of Trustees' Meeting
Minutes
June 12, 2017
Beers Board Room – 4:00 p.m.

Members in attendance: Sherry Armijo, Kedrich Jackson, Duke Mitchell, Allyson Page
Interim President Thornton, Secretary to the Board; Amanda Bragg, Recording Secretary
Others in Attendance: Camie Glatt, Tyrone Brooks, Pat Campbell, Michael Lee, Melissa McBurney, Josh Ellis, Jason Engle, Monica Hansen, Mary Hoerner, Deborah Meadows, Frank Murray, Vlada Mykhailova, Alissa Watkins, Chris Herbert, Curtis Crawford, Jesus Mota, Alice Schlegel, Rik Smith, Leonor de Maldonado, Daphne Larios, Bill McKay, Steve Foster, Kevin Hartzel, Cheryl Holden, Adam Austin, KayLynn Stevens, Tanya Big Mountain

The Agenda	The Discussion	Action
Call to Order	<ul style="list-style-type: none"> Meeting called to order by Chair Jackson at 3:59 p.m. 	
Agenda Changes	<u>Interim President Thornton</u> <ul style="list-style-type: none"> Requested to add Executive Session <ul style="list-style-type: none"> RCW 42.301.10(l)(g): To review the performance of a public employee. 	
Approval of Minutes	<ul style="list-style-type: none"> May 8, 2017 	<ul style="list-style-type: none"> Trustee Armijo moved and Trustee Page seconded the motion to approve the April 10, 2017 minutes as written. Approved unanimously.
Celebrating Excellence Psychology Club Skills USA	<u>Michael Lee</u> <ul style="list-style-type: none"> Psychology club students traveled to Sacramento where they presented on research they had done. The students discussed how valuable the professional development was to them and the experience they gained from the opportunity. <u>Melissa McBurney</u> <ul style="list-style-type: none"> Skills USA was created to ensure a skilled workforce and allows students to compete in many different categories related to their career and other topics. This team is sending 12 students to nationals to compete in hands-on and managerial skills. In the state competition 6 students received 3rd place, 10 students received 2nd place, and 14 students received 1st place. 	
Linkage with Community	<ul style="list-style-type: none"> None 	
Remarks Administration	<u>Interim President Thornton</u> <ul style="list-style-type: none"> Culinary Arts project- currently the team is working on a study looking at specific issues. This study will be presented to the Foundation once finalized. The college is currently preparing for the upcoming pinning ceremonies and graduations. 	

Foundation	<p><u>Alissa Watkins, Executive Director</u></p> <ul style="list-style-type: none"> • Scholarship Program <ul style="list-style-type: none"> ○ We expect to award about \$850,000 for the upcoming academic year. This is over \$100,000 more than last year. We've already begun notifying scholarship recipients. ○ We have opened up the application process for students who have recently been accepted into the first year nursing, BSN, and BAS of Dental Hygiene programs. • Fundraising <ul style="list-style-type: none"> ○ Kadlec Foundation - recently awarded us \$ 28,000 for students in several of our Health Science programs ○ We have 70 CBC employees who participate in a payroll deduction program that supports programs and student scholarships here at CBC. In this fiscal year, these employees donated over \$15,000. ○ Two current fundraising appeals – one to recruit new donors and the other will go to existing donors. • Tangible Needs <ul style="list-style-type: none"> ○ CBC Graphics has developed a new template to help us address tangible and program needs . ○ Using this template to seek equipment for the Planetarium, Nuclear Tech, & English Language Acquisition. • Campus Lunch/Tours <ul style="list-style-type: none"> ○ June 12 – hosting the Kennewick Past Men of the Year for lunch and campus tour; this group has sponsored an annual scholarship for the past 20 years. 	
ASCBC	<p><u>Vlada Mykhailova</u></p> <ul style="list-style-type: none"> • ASCBC Student Board set a goal of hosting 1 event per week which was accomplished. Vlada reviewed many of the successful events hosted throughout the year. 	
Faculty Senate	<p><u>Chris Herbert</u></p> <ul style="list-style-type: none"> • Faculty senate just had their final meeting where they filled committees and reconstituted. • Updated the grade appeal to limit timing and add documentation requirements. • Working on steps to take to improve faculty involvement in shared governance. 	
AHE	<p><u>KayLynn Stevens</u></p> <ul style="list-style-type: none"> • Bargaining is going full throttle. • Everyone is working together collegially to reach an agreement in the best interest of all parties. 	
Classified	<p><u>Michelle Pena</u></p> <ul style="list-style-type: none"> • Absent, no report 	
Board Members	<p><u>Trustee Page</u></p> <ul style="list-style-type: none"> • Attended Spring ACT Conference <p><u>Trustee Armijo</u></p> <ul style="list-style-type: none"> • Moving forward with the Presidential Search Committee • Started with 28 applications, 8 interviewed, and planning to reduce to approximately 3 finalists to bring to campus. 	

	<p><u>Trustee Mitchell</u></p> <ul style="list-style-type: none"> • 5/9/17- Attended Richland School Board Meeting • 5/11/19- Visited CBC Student Art Show at Esvelt Gallery • 5/23/17- Attended Pasco School Board Meeting • 5/25-26/17- Attended 2017 Washington State Association of College Trustees (ACT) Spring Conference at Big Bend Community College in Moses Lake, Washington along with Trustee Jackson, Trustee Page, and Interim President Thornton • 6/2/17- Attended CBC HEP Picnic at the Gazebo on campus along with Trustee Gordon • 6/8/17- Attended CBC High School Academy Graduation ceremony in the Gjerde Center • 6/9/17- Attended CBC GED graduation ceremony in the CBC Gymnasium along with Trustee Jackson <p><u>Trustee Gordon</u></p> <ul style="list-style-type: none"> • Absent, no report. <p><u>Chair Jackson</u></p> <ul style="list-style-type: none"> • Presented at the language interpretation class on getting ready for your business • Attended ACT Conference and elected Treasurer 	
<p>Reports</p> <p>Budget Tracking and Fund Balance</p> <p>Mission Fulfillment Report</p>	<p><u>Tyrone Brooks</u></p> <ul style="list-style-type: none"> • No update from the legislative review but update to come June 13th • Currently anticipating no state budget by July 1 so the college is preparing to spend local dollars and charge to the state allocation when a budget is approved. • Finalizing the college budget using the more conservative senate proposal. • 93.88% through the year and 82% expended with expectations of higher expenses. • Expect about \$40 million in total expenditure budget. • Continue to spend down reserves for projects. • SSWL should be closed out completely by the end of this fiscal year. <p><u>Jason Engle</u></p> <ul style="list-style-type: none"> • <i>Actions.</i> Addressing our areas of need and efforts to continue to nurture strengths continue on a number of levels, many of which have been named in previous reports – institution-wide, project-based, and through more individual innovation. <i>Institution-wide</i>, CBC recently became a member of the <i>Frontier Set</i> through the Aspen Institute, a select group of colleges nationwide (of which, only six are community colleges) who have made strides in reforms toward increasing student performance and look to improve further as an institution. Part of the service of the Frontier Set network is a series of ongoing 3rd party consultation and self-assessments, mostly focused toward our next phase of implementing Guided Pathways interventions. Scaled programs, such as our Human Development course sequence and streamlined first-year advising, have been an asset, and building on those kinds of ideas has been a priority. We continue to be responsive on the <i>project and individual level</i> as well, which are too many to document fully here, with notable innovations in teaching, learning, and support through initiatives like Title V Math work, innovative English Language Acquisition curriculum, and developmental mathematics teaching models. Even given these longer term institutional plans for improvement, CBC might benefit by more directly understanding and emphasizing its more prominent needs – success for those who are not entering CBC “college ready.” 	

	<ul style="list-style-type: none"> In the coming years, we recommend that CBC revisit indicators and standards for those indicators under the guidance of Organizational Learning, both as a matter of a research ethic of peer review and oversight, data “housekeeping”, and staying relevant to our mission. Institutional assessment relies heavily on standards and measures that evolve and emerge as “what constitutes good performance” changes over time. While measures can be fairly consistent in many cases, standards for those measures may require change as our theory and research base change. Some of this activity can evolve and be accomplished slowly by incremental alterations (as this year’s report does) – and there are very strong arguments that consistency is an important way to be able to see longer term trends. However, periodically, institutions may need to revise their own standards in order to be consistent with changes in the “normative” environment (comparing ourselves to the performance of our peers due to national trends and expectations) and updated aspirations (defining what it means to be a quality institution and comparing ourselves to self-imposed standards). 	
Discussion Residence Building	<u>Tyrone Brooks</u> <ul style="list-style-type: none"> The college has hired a Director for Residence Life who started his position and is working hard to fill beds. The project is moving forward and a tour is scheduled next week. 	.
Board Retreat Dates and Agenda	Board retreat is scheduled for August 25, 2017, 9:00 a.m.-1:00 p.m.	
Consent ASCBC Constitutional Changes		Trustee Armijo moved and Trustee Page seconded the motion to approve the consent agenda. Approved unanimously.
Trustee Workshop	None	
Public Comments	None	
Executive Session	<ul style="list-style-type: none"> RCW 42.301.10(l)(g): To review the performance of a public employee. 	Board went into Executive Session at 5:34 p.m. for 35 minutes. Reconvened at 6:09 p.m.
Adjournment: 6:10 p.m.	<p style="text-align: center;">Next Board of Trustees Meeting Beers Board Room August 25, 2017- 9:00 a.m.</p>	ab

Kedrich Jackson, Chair