

Vision Statement

Extraordinary Education ❖ Excellent Services ❖ Engaged Learners ❖ Enriched Community



Mission Statement

Clark College provides opportunities for diverse learners to achieve their educational and professional goals, thereby enriching the social, cultural, and economic environment of our region and the global community.



2014 - 2015 Institutional Goals

Focus on Learning

- Continue to engage the college community in what it means to be a learning college to align continuous improvement activities with educational program assessment.
- Increase the number of employees engaged in professional development opportunities.

Expand Access

- Conduct the activities associated with the retention plan and strategic enrollment management plan to expand access and focus on learning.

Foster a Diverse College Community

- Implement an employee recruitment plan to increase the proportion of diverse employee applicants for each open position to develop a workforce more reflective of the student body.
- Support all employees' and students' engagement in educational opportunities related to power, privilege, and inequity to improve student, staff and faculty retention and success.

Respond to Workforce Needs

- Prioritize partnerships with local businesses and economic development efforts to provide relevant educational programs.

Enhance College Systems

- Implement the environmental sustainability plan.
- As required by the State of Washington, prioritize and perform activities required to prepare for the successful implementation and maintenance of the new enterprise system (i.e., ctLink).

CLARK COLLEGE BOARD OF TRUSTEES
Monday, January 26, 2015
Room 144/146 Clark College at Columbia Tech Center

AGENDA

All regular meetings of the Board are recorded.

BOARD WORK SESSION, CTC 148

4:00-4:50 p.m.

- ♦ One-year Institutional Goals Update

4:00-

BUSINESS MEETING

I. CALL TO ORDER

5:00 P.M.

II. ACTION ITEMS

First Reading

- ♦ There are no first reading items this month.

Consent Agenda

- ♦ Minutes from November 19, 2014 Board of Trustees Meeting

Pages 35-43

III. BUSINESS MEETING

A. Review of the Agenda

B. Statements from the Audience

Members of the public are provided an opportunity to address the Board on any item of business. Groups and individuals are to submit their statements in writing to the President of the College whenever possible no less than two weeks prior to the meeting. The Board Chair reserves the right to determine time limits on statements and presentations.

C. Constituent Reports

1. AHE
2. WPEA
3. ASCC
4. Foundation

D. Statements and Reports from Board Members

E. President's Report

Student Success Presentation: Kareem Boumatar

Faculty Presentation:

Tiffany Williams, Workforce Pathways Manager, "Workforce Pathways Program"

Enrollment Report

Focus on Learning

Pages 1-7

Expand Access

Pages 8-11

Foster a Diverse College Community

Pages 12-16

Respond to Workforce Needs

Pages 17-20

Enhance College Systems

Pages 21-23

Statistics

Pages 24-34

IV. FUTURE TOPICS

- ◆ College Safety
- ◆ Facility Plan
- ◆ K-12
- ◆ PPI Certificates
- ◆ Review of College Policies
- ◆ Service Learning
- ◆ Standard 2 Highlights

WATCH LIST

- ◆ Accreditation
- ◆ GISS Student Completion
- ◆ STEM

V. DATE AND PLACE OF FUTURE MEETING

The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, February 25, 2015 in the Ellis Dunn Room.

VI. EXECUTIVE SESSION

An Executive Session may be held for any allowable topic under the Open Public Meetings Act.

VII. ADJOURNMENT

Time and order are approximate and subject to change.

FOCUS ON LEARNING

**PRESIDENT'S REPORT
JANUARY 2015**

FOCUS ON LEARNING

The College will focus on learning as the foundation for decision making with respect to planning, technology, location, instructional methods and successful outcomes. Learners will receive high-quality, innovative education and services that foster student success in achievement of their goals.

- Continue to engage the college community in what it means to be a learning college to align continuous improvement activities with educational program assessment.
- Increase the number of employees engaged in professional development opportunities.

Progress

- The student-run Penguin Help Desk, which is part of the CTEC (Computer Technology) curriculum, is partnering with the Fort Vancouver Regional Library to provide programming for their public technology workshop series. (OOI)
- During Fall 2014, CGT 105 User Experience Exploration students performed user testing and provided feedback for the sabbatical project of Clark Librarians Roxanne Dimyan and Kitty Mackey. Kitty and Roxanne are redesigning the IRIS, a series of information technology tutorials especially designed for the community college student. Additionally students participated in a usability study for Wacom Technology, an international company with offices in Vancouver that specializes in touch screen and digital tablet technology. (OOI)
- The "Pathways to the Future" project, funded by a grant awarded by the Community Foundation for SW WA, has been fully implemented. A large Smart Board along with 12 touchpads are in place for use in the Pathways Center, as well as two Tech Coaches, who are on staff to help students learn the new technology. (OOI)
- The first quarter of the I-DEA (Integrated Digital English Acceleration) curriculum is in the books. Professors Les Rivera and Fred Rosenzweig attended I-DEA training in early December. Progression gains were demonstrated by all students enrolled in the class. (OOI)
- The Business, Economics Accounting and Management (BEAM) Division has been actively engaged with increasing relationships in student transfer support and possibilities with WSU-V. On November 24, 2014, an event was held with both WSU-V and Clark students. The event went very well, with over 20 students from Clark attending and circulating with students from WSU-V. Faculty and staff were also in attendance. (OOI)
- The American Scholastic Press Association recently honored The Phoenix as the Most Outstanding College Literary Art Magazine for 2014. Congratulations to all the students who contributed to the magazine and to faculty advisors Elizabeth Donley and Kathrena Halsinger for this well-deserved recognition! (OOI)

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- Engineering faculty members Tina Barsotti and Carol Hsu took students for an engineering department tour at the University of Portland on 12/12/2014. Students visited several labs and talked with professors. The new Associate Dean VanDeGrift has been working within UP to make transferring easier for Clark Engineering students. (OOI)
- An article titled Clark College Surveying & Geomatics Program was included in the most recent Professional Land Surveyors of Oregon publication. The article gives visibility to our students and program. (OOI)
- Math faculty members Joan Zoellner, Garrett Gregor, and Chris Milner attended the 40th annual American Mathematical Association of Two-Year College conference from November 12–16 in Nashville, Tennessee. Joan and Garrett presented a joint talk on Guided Inquiry Learning that was well-received and had participants working calculus problems in structured groups in an engaged learning environment. Three of the most common topics discussed at the conference were: 1) Developing alternate pathways through pre-college level courses that incorporate math literacy; 2) Flipping the classroom – a technique where students watch videos on fundamental techniques outside of class so that class time is spent developing a deeper understanding of the material, including applications; 3) The impact of the K-12 Common Core curriculum on community college mathematics courses. (OOI)
- Documentation Support Group – In response to the high level of interest that resulted from a 30 Clicks presentation on documentation methods using Microsoft OneNote, a support group was organized for employees interested in increasing their knowledge and expertise. Led by Brendan Pust, eLearning, the group is scheduled to meet twice per quarter. (OOI)
- Teaching Squares, a program to enhance teaching excellence, was launched this quarter. The program partners groups of four faculty members from different disciplines who observe one another's classrooms for the purpose of self-reflection and sharing best practices. (OOI)
- New Faculty Orientation – An orientation for faculty new to Clark College was facilitated by Lorraine Leedy, Faculty Development program specialist, on Friday, January 2. Ten new adjunct faculty and one full-time instructor attended the 4 ½ hour event. Topics included Clark policies, procedures and resources such as Instructor Briefcase; Behavioral and Threat Assessment (BITA), presented by Bevyn Rowland, counselor and tenure-track instructor; Academic Early Warning (AEW) presented by Melissa Favara, AEW liaison and English professor; and the SMART Classroom podium presented by Gracie White, IT specialist. Evaluations were favorable overall. Participants also toured Cannell Library and its online resources with Dean Michelle Bagley. (OOI)

FOCUS ON LEARNING

- Below is a summary of student visits to each tutoring center for fall quarter (Sept 22 – Dec 11).

Center	# of student visits
Language & Writing Center	2,530
Stem Help Center/Women in STEM	7,918
Accounting & Business Lab	1,819
Tutoring Commons @ CTC	60
Student Learning Center	912 (does not include study groups)
eTutoring	261
TOTAL VISITS	13,500

For comparison, there were 13, 453 total visits to the tutoring centers during Fall 2013.

Tutoring services provided during these visits may include:

- Drop-in assistance & homework help sessions
- One-on-one appointments with a tutor
- Tutor-led study groups
- Language game hours and conversation tables
- Independent study (individual & group)
- Assistance with Canvas, email, and other technology/online resources
- Computer use/printing
- Use of other resources (textbooks, style guides, study guides, reference materials, etc.)

The new tracking system provides far more useful data than our previous system. However, we are continuing to refine our tracking processes and reports to ensure that we capture the full range of student usage. The new data is helping us make informed decisions about tutor schedules and center operations.

- The ASCC Executive Council, Activities Programming Board, Peer Mentors, Student Ambassadors, and advisors participated in the *First Friday Leadership Development Series – Serving Students in Poverty*, presented by Tiffany Williams, WorkFirst Programs–Workforce Pathway Manager, on November 7. During this session students learned about the impacts and challenges of students living in poverty face on a daily basis and how they as leaders can help provide support. (SA)
- ASCC President Emmah Ferguson, ASCC Executive Assistant Jon Judge, ASCC Finance Director Bryce Ruppe, ASCC Club Coordinator Michaela Gomes, and Director of Student Life Sarah Gruhler attended the Council of Unions and Student Programs Student Legislative Academy in Olympia on November

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21-22. This two-day academy provided students an opportunity to meet policy makers and discuss current issues that the community college students are facing. Student leaders interacted with their local and state legislators, gained a better understanding of government processes, and collaborated with other community and technical colleges to create a unified voice and advocacy plan. (SA)

- The ASCC Executive Council, Activities Programming Board, Peer Mentors, Student Ambassadors, and advisors participated in the *First Friday Leadership Development Series – Finding Your Zero: Learn How to stay Calm When Surrounded by Chaos*, presented by Clark College Counselor/Instructor and former combat veteran Josh Groesz, on December 5. During this session students learned about stress and explored positive coping techniques to aid them in stress management. (SA)
- ASCC student leaders provided Welcome Week activities on January 5-8 to main campus, Columbia Tech Center and Clark College West. During this four-day event, the student leaders provided information on Clark resources, ASCC, clubs, programs, and committees. Newly implemented this quarter, the group also planned activities for each day as a way for the students to connect. The activity offerings included: *Sugar Cookie Decorating*, *BINGO*, *Harry Potter Trivia Night*, *How to Succeed in College (Without Really Trying)*, and *Therapeutic Thursday-Stress Reduction*. A total of 381 students attended the events throughout the week, and many more were served by the Information Table and Welcome Cart. (SA)
- Patrick Willis, Career Advisor, presented information to four College and Academic Prep (CAP 080) classes about Career Services during fall quarter. The presentation provided information relevant to a job seeking, transfer, or undecided student at Clark. Many of the students in these sections were undecided about their career and education pathways, and several scheduled follow up career advising appointments at the conclusion of the presentation. These appointments helped students obtain greater clarity and confidence about a program of study and career. Jody McQuillan, a CAP 080 faculty, informed Career Services staff later in the quarter that a few of her students obtained employment after the presentation because of the information that was presented. (SA)
- In fall of 2014, there were 53 student conduct cases. This number is up from 29 during Fall of 2013 and 33 in Fall 2012, respectively. Cases ranged from academic dishonesty to marijuana, harassment, and lewd conduct. (SA)
- In fall of 2014, there were 13 BITA (Behavioral Intervention & Threat Assessment) referrals. This number is down from 18 during Fall of 2013 and 17 in Fall of 2012, respectively. Cases ranged from disruptive behaviors to harmful behaviors exhibited on and off campus. (SA)
- Employee Development provided 60 trainings on campus in the 2013-2014 academic year, serving over 780 employees. This was an increase from the year before when the department held 37 on campus trainings and served 458 employees. (HR)

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- The Employee Development Department supported the following on-campus training sessions, serving over fifty Clark employees:
 - **Conflict Resolution**, *presented by MHN*
 - **Micro-Aggressions and Micro-Affirmations**, *presented by the Office of Diversity and Equity*
 - **Dealing with Difficult Students**, *presented by Enrollment Services (HR)*

- Employee Development worked with Communications and Marketing to create an Employee Recognition webpage that showcases the multiple ways Clark College recognizes and rewards employees. Housed on the Employment at Clark Human Resources site, program information and stories highlighting employees' achievements and contributions are included and will be updated periodically. (HR)

- Employee Development sponsored an online webinar through Magna Publications titled "Outcomes Based Assessment of Teaching and Learning Centers." All 14 members of the Teaching and Learning Advisory Committee have 30 days on-demand access to explore best practices for developing and evaluating successful professional development programming that adds value to the college. (HR)

- In January, the college community is invited to take part in improving our current strategic plan draft by attending one college forum listed below:
 - January 20 PUB 161 3:30 – 5:00 p.m.
 - January 21 CCW 124 1:30 – 3:00 p.m.
 - January 22 PUB 258 B&C 11:30 a.m. – 1:00 p.m.
 - January 23 CTC 144 & 146 1:00 – 2:30 p.m.
 - January 26 CTC 144 & 146 10:00 – 11:30 a.m.
 - January 26 PUB 258 B&C 2:00 – 3:30 p.m. (P&E)

- The next steps in the development of the Clark College 2015-2020 Strategic Plan are outlined below:
 - At the January 15, 2015 State of the College Address, President Knight announced the draft *Clark College 2015-2020 Strategic Plan*.
 - Feedback will be gathered from internal and external constituents from January 15 thru January 26 from forums, College Council representatives, and a survey external constituents.
 - The Planning & Accreditation Committee will receive the feedback and make revisions, if needed.
 - College constituents will have an opportunity for a final review through College Council in early March.
 - Final draft will be submitted to the Board of Trustees for their approval at the April board meeting. (P&E)

- The preliminary overall Fall 2014 to Winter 2015 retention rate for first-term, degree-seeking students is 84%.

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- Running Start students had a higher retention rate (94%) compared to Non-Running Start students (76%) This difference is statistically significant at the $p < 0.001$ level.
- Among Non-Running Start students, students who took College Essentials (COLL 101) had a higher retention rate (84%) compared to students who did not take College Essentials (74%). This difference is statistically significant at the $p < 0.001$ level.
- Students (Non-Running Start) who participated in a First-Quarter Learning Community (FQLC, which contains College Essentials course) had a retention rate of 85%. (P&E)

- Enrollment in Community Education classes is on a trend to surpass 2013-2014 activity. Fall 2014 enrollment is up 13%, compared to fall quarter of 2013. Winter 2015 is continuing the expansion with enrollment up 16% compared to the same time last year. Both Professional Development and cooking class enrollments are up 80% over last year at the time. Sales from the annual “12 Days of Christmas” promotion was up 29% (243 this year vs. 173 last year) and has contributed to the increase in enrollment. (ECD)

- The Diversity Outreach Coordinator, Rosalba Pitkin, gave a presentation and training on October 11, 2014 about leadership skills to youth members of OneAmerica. The presentation and training focused on DREAMers when they transfer to college. The training was designed to help High School Senior students and their parents to learn about the importance of the participation of civic engagement. During the community meeting, the Clark County Auditor, Greg Kimsey, gave a presentation about the importance of voting and the history of Charters in the county. Dignitary City Council Member Anne McEnery–Ogle attended the meeting as well as 40 community members. (ODE)

- The Multicultural Retention Manager, Feliciano Peralta, Associate Dean of Enrollment Management, Colm Joyce, and the Diversity Outreach Coordinator, Rosalba Pitkin, gave a presentation during the Pacific Association of Collegiate Registrars and Admissions Officers (PACRAO) on November 12, 2014 in Portland Oregon about Clark College initiatives in helping and welcoming undocumented students. They discussed trials, tribulations and successes of the DREAMers Task Force at Clark College. The workshop name was No Longer Dreaming from the Shadows. There were 20 people in attendance. (ODE)

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The college will offer programs and services that are affordable and accessible to students of the community. Students will be provided flexible options for learning in locations that are accessible and resources that help make their education affordable.

- Conduct the activities associated with the retention plan and strategic enrollment management plan to expand access and focus on learning.

Progress

- Dr. Donna Whitehouse, Business Medical Office and Health Occupations adjunct, is developing a Tech Prep articulation for Medical Terminology I and II with Woodland High School, which will expand access to our current Health Care Core curriculum. (OOI)
- During Fall 2014, The Computer Technology Department offered CTEC 122 HTML Fundamentals as a co-enrolled offering for Clark College students and students attending iTech Prep at CCW. (OOI)
- Interim Dean of Basic Ed, English, Communications, and Humanities, Deena Godwin, met with three staff at the Stevenson Department of Social and Health Services (DSHS) office in December to discuss how to provide instructional options to clients in the Gorge. A small pilot will be launched in January. (OOI)
- On November 18, 36 middle school students (grades 6-8) participated in the American Mathematics Competition for 8th grade at Clark College. Math faculty member Kanchan Mathur invited students from eight schools in the Vancouver School District to participate. The AMC-8 is a 25-question, 40-minute multiple choice exam in middle school mathematics designed to promote excitement, enthusiasm and positive attitudes towards mathematics, and to stimulate interest in continuing math study beyond the minimum required for high school graduation. Although this exam is designed for 8th grade students, mathematically advanced 6th and 7th grade students may also take it. Many thanks to Math faculty members Jennifer Ward and David DeMaris who assisted Kanchan with conducting the contest. For more information on the AMC-8: <http://www.maa.org/math-competitions/amc-contests/amc-8> (OOI)
- On November 7, seventy-one Clark College students participated in round I of the American Mathematical Association of Two-Year Colleges (AMATYC) Student Math League contest. Participants complete an extremely challenging exam designed for students who have had college algebra or higher-level mathematics courses. The Student Mathematics League (SML) was founded in 1970 by Nassau Community College in New York. In 1981 the American Mathematical Association of Two-Year Colleges assumed sponsorship. The League has grown to more than 165 colleges in more than 35 states, as well as Bermuda, and involves over 8,000 community college math students. The top individual scorer nationally receives a scholarship to a four-year college. Clark College has participated in the AMATYC SML contest every year since 1992. Congratulations go out to the top five local scorers for round I. They were students Phuc Pham, Joshua Carter, Park Swatosh, Dakota Sanchez, and Daniel Benjamin. The top three scorers received gift certificates to the bookstore for \$50, \$40, \$30 respectively (sponsored by the Foundation). Round II of the contest will be on Friday, March 6, 2015. The top two Clark College students with the best total score from both rounds will

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have their names engraved on the Clark College AMATYC SML plaque, which is displayed in a case outside of the Math Division office. A big thank you to Math faculty members Martha Birk and Vadim Nersesyan for helping with proctoring, Kay Barnhill and Jennifer Ward for helping with grading, and to Kanchan Mathur, who organized the contest. (OOI)

- Clark College Libraries has been awarded a \$2,500 Library as Open Education Leader planning grant. The library will use these funds to support the development of an Open Educational Resources advocacy plan for Clark. The Library as Open Education Leader (LOEL) grant project is a collaboration between the WA Library Leadership Council and College Librarians & Media Specialists (CLAMS) with support from the eLearning Council and State Board for Community & Technical Colleges (SBCTC). The grant is funded by the WA Office of the Secretary of State and Institute of Museum and Library Services. (OOI)
- The 2015 Washington State Higher Education Technology Conference (WSHETC) aka the “Building Bridges” conference has accepted a conference proposal from Librarians Julie Austad, Radka Ballada, and Andrea Bullock, and TechHub staff Brendan Pust and Dennis Davis. “A Hub for Student Success: Our Story of Collaboration Between eLearning, Library, and IT” has been accepted for inclusion in the conference as a 50-minute session. The conference will be held in Spokane on March 12 and 13. (OOI)
- Winter enrollment in eLearning classes remains strong; 258 eLearning sections were offered, with 184 fully online and 74 hybrid. These sections were at 97% of capacity. The total number of eLearning enrollments for the quarter is 5,940 and 75% (4,442) of eLearning enrollments were in fully online classes. (OOI)
- The Clark College Bookstore belongs to the National Association of College Stores. The Association surveys college students to report national trends to its members and rewards student participants with random monthly and quarterly drawings. The survey has no cost associated with it, but is dependent on voluntary student participation. The Bookstore makes the survey information available to Clark students via the store web site, Facebook, posters, and with in-store bookmarks. In the last three quarters, three Clark College students have been drawing winners. One student received \$100 cash while two others each received a \$50 Bookstore gift card. We continue to promote this because we want Clark students’ opinions to be included and to receive the benefits of participation. (AS)
- A total of 1,991 Running Start students are enrolled in winter quarter classes, comprising 1,597 FTES. This is an 8% increase in RS FTES over last winter. Running Start enrollment in eLearning classes is up 30% over last winter. (SA)
- Six recruitment/outreach visits were made in November: Columbia River High School Grad Night College Fair, WaferTech Fair, Hudson’s Bay High School College Fair, La Center High School, Prairie High School, and Kelso High School. In addition, Enrollment Services staff participated in the NACAC (National Association of College and Admissions Counseling) College Fair in Portland on November 2-3 and in the Fall Transfer Fair at Clark College on November 19-20. In addition, three recruitment/outreach visits were made in December: Legacy High School, Oregon City High School (OR), and Estacada High School (OR). (SA)

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- Student Ambassadors conducted 19 individual campus tours in November, assisting 17 prospective students and two new employees. Three group tours were conducted in November: Glenwood High School (10 students on November 3) and two groups of students (10 total) from Bridges Academy on November 24. The group tours included an admissions presentation. (SA)
- Student Ambassadors conducted 14 individual campus tours in December, assisting 14 prospective students. Four group tours were conducted in December: Union High School (50 students on December 5), McLoughlin Middle School (180 students on December 15), and Jason Lee Middle School (50 students on December 18). Fifteen new international students participated in a group tour on December 29. The group tours included an admissions presentation. (SA)
- The college will collaborate on a regional submission for the US Department of Labor American Apprenticeship Initiative with the Columbia-Willamette Workforce Collaborative. Areas of exploration include manufacturing, IT/Software. In addition, the SBCTC is organizing another collaborative submission that Clark College plans to consider. Submission date is planned for April 30, 2015. (P&E)
- The Diversity Outreach Coordinator, Rosalba Pitkin, represented Clark College at the Education Committee of the Mexican Consulate on October 14, 2014 and November 20, 2014. During this meeting the committee is in charge to select students, educational institutions, and non-profit organizations to receive financial support (Mexican Grants). The Institute de los Mexicanos en el Exterior or Education Mexican Foreign Affairs and their scholarship programs wants to provide support for disadvantaged students who need financial support to begin or continue their university studies. Students must live in Oregon State and Clark, Klickitat and Skamania in Washington State counties. (ODE)

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The college will provide programs and services to support the needs of diverse populations.

- Implement an employee recruitment plan to increase the proportion of diverse employee applicants for each open position to develop a workforce more reflective of the student body.
- Support all employees' and students' engagement in educational opportunities related to power, privilege, and inequity to improve student, staff and faculty retention and success.

Progress

- Pathway Center Program Manager, Tiffany Williams, coordinated and led the first Career Development Facilitator Training as part of the "Pathways to the Future" grant referenced in the Focus on Learning section. In order to better serve the Transitional Studies student population, 10 employees from WorkFirst, Adult Basic Education, and Workforce Education Services attended the training. The focus is to skill-up the staff on career resources and labor market information, career planning processes, diversity and specific population needs, and professional and resource portfolios. (OOI)
- The Engineering Department and the Surveying and Geomatics Department hosted a table at the Girl Scout/Girl Fest on November 15, 2014, which included more than 2,000 attendees. Engineering faculty members Tina Barsotti and Carol Hsu, and Surveying and Geomatics faculty members Carla Meritt and Erielle Lamb, along with 8 Clark students, interacted with more than 1,000 attendees. (OOI)
- Power, Privilege and Inequity in the Classroom, a quarterly student panel series sponsored by the Office of Diversity and Faculty Development, was moderated by Felis Peralta, Multicultural Retention Manager. The topic focused on DREAMers, or undocumented students, with a panel of three students who spoke candidly about their experience at Clark. The event was attended by more than 35 staff, administration, students and faculty. Evaluations of the event were highly favorable. (OOI)
- Several staff members in Enrollment Services and Advising departments participated in the 19th Annual Washington State Faculty and Staff of Color Conference in Vancouver on November 5-7. This conference encouraged interaction with peers from other higher education institutions to explore methods of supporting students and other staff of color. (SA)
- More than 75 people from the college and community attended Clark's Veterans Day Celebration hosted by the Veterans Resource Center on November 10. The event included three guest speakers, Larry Smith, Col (Ret) from Vancouver City Council, Tim McPharlin, Lt Col (Ret) Clark faculty/VetCorps and Robert Pearson, SSgt (Ret), who is a current Clark College student veteran. Jeff Davis, Maj (Ret) provided historical displays from the Vancouver Barracks. (SA)
- The Veterans Resource Center (VRC) held the second symposium for Faculty and Staff concerning student veterans on November 4. Twenty-five faculty and staff attended the symposium which provided information about Post Traumatic Stress Disorder and Traumatic Brain Injury. It was

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facilitated by Dr. Lorrie Daniels PhD, LCSW, from the Portland Veterans Center; Scott Bloom, the Washington Department of Veterans Affairs TBI Coordinator, and Tim McPharlin, MS, MAT, Lt Col USAF (Ret), Clark College Instructor and VetCorps Advocate. (SA)

- Veterans Resource Center (VRC) staff members received training on November 20 from Lena Leksunkin, Financial Aid Office Lead, on the FAFSA process and using Clark's Financial Aid portal. This training expands the ability of the VRC staff to assist student veterans with completing and tracking their Financial Aid applications. (SA)
- The VRC recently held two Veteran Success Workshops on November 18 and December 8. The first provided instruction on Smarter Measures and specific student success practices and the second workshop was facilitated by Michael Frakes, Creekside Mortgage, Inc., who taught students about the VA home loan process. (SA)
- From fall to winter term, international student numbers dropped from 213 to 173. Although the numbers dropped, the 173 enrolled students represent a 52% increase in FTEs from winter quarter 2014. There are a number of complex factors responsible for this drop: differing attendance, behavioral and progress expectations, lack of academic readiness, and funding agency transfer policies. Solutions to these complex issues include continuing to clarify college regulations and classroom expectations, and continued communication with funding agencies. Newly admitted winter quarter students represent nine countries including Canada, China, India, Japan, Saudi Arabia, Senegal, South Korea, Vietnam and Yemen. The total international student population represents 23 countries. (SA)
- Nine Peer Mentors and volunteers assisted with International Student Orientation and Testing on December 29-30. A Resource Fair was also held for new international students and featured local businesses and key campus departments. (SA)
- David Kosloski, Communications instructor at Clark, was chosen to lead the Washington Consortium for the Community College Study Abroad (WCCCSA) program to Florence, Italy from April 2 - June 12, 2015. WCCSA will pay a stipend to cover the cost of the instructor's replacement while he is away. (SA)
- Jane Walster, Director of International Programs, and Jody Shulnak, International Outreach Manager, participated in a community advisory meeting at Fort Vancouver High School on December 19. FVHS has established a Center for International Studies and is partnering with the Asia Society and community groups to move forward with their vision: "Fort Vancouver High School Center for International Studies graduates are globally-aware and engaged citizens who are life, college and career ready." Principal Scott Parker noted that over 30 languages are spoken by students at FVHS. (SA)
- The recruitment team in Human Resources recently began recruiting for a Diversity Outreach Program Manager to represent the college at community functions, provide guidance and support the college's efforts to recruit faculty and staff from underrepresented populations. This position will work in partnership with college leaders and other internal clients to establish and implement

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short- and long-term organizational diversity recruitment objectives and practices. Dolly England has been hired and start date is January 7, 2015. (HR)

- The Diversity Outreach Coordinator, Rosalba Pitkin, and LULAC leaders lead a training about Cultural Identity on October 18, 2014 at the Office of Diversity and Equity at Clark College. This training was helping Clark College Students who are members of LULAC to learn more about their cultural roots and how they identify themselves. (ODE)
- The Multicultural Student Affairs Program Director, Felisciana Peralta hosted the Fall Student of Color Luncheon on October 21, 2014. The guest speaker was Kushlani de Soyza, The Diversity Outreach Coordinator, Rosalba Pitkin, and the Special Advisor of the Diversity and Equity, Sirius Bonner, attended the event. There were more than 80 people in attendance. (ODE)
- The Diversity Outreach Coordinator, Rosalba Pitkin, and the Activities Director of ASCC, Julie Mercado, lead, the Day of the Dead celebration at Clark College on November 04, 2014. Day of the Dead is a Mexican tradition and the purpose of this event was to embrace and celebrate the diverse ethnic backgrounds of the community. Vancouver City Mayor, Tim Leavitt read the proclamation for Day of the Dead and member of the Board of Trustees/City Council member, Jack Burkman attended the event. This event was attended by 150 people. (ODE)
- The Office of Diversity and Office of Disability Support Services hosted the Disability Awareness Month Event with speaker Caitlin Wood. The focus on the talk was ableism, intersectionality of identity regarding disabilities and other identities. The title of the event was “Deconstructing Disability: A Discourse on Ableism, Marginalization and Disability Justice”. The event on October 28 had 80 people in attendance. (ODE)
- On October 28, the Multicultural Retention Manager, Felisciana Peralta, hosted a panel of six current Clark College students for the Gateways event. The students talk about how it is to be a student of color in college and at Clark College. (ODE)
- The Diversity Outreach Coordinator, Rosalba Pitkin, gave a presentation about the Office of Diversity and Equity of Clark College and the different programs Clark College offers on November 19, 2014 at Mountain View High School during their College & Career Fair. The event was well attended, approximately 100 high school students. (ODE)
- There were 37 faculty and staff from Clark College who attended the annual Faculty and Staff of Color Conference (FSOCC) on November 5-7, 2014. The Diversity Outreach Coordinator, Rosalba Pitkin, the Multicultural Retention Manager, Felisciana Peralta, and the Special Advisor for Diversity and Equity, Sirius Bonner, were in attendance. The Multicultural and Retention Manager, Felisciana Peralta, Women Studies Instructor, Dian Ulner, Transitional Studies Manager, Monica Wilson, and Administrative Assistant 4, Roslyn Leon Guerrero, facilitated workshops and Courageous Conversations. (ODE)

FOSTER A DIVERSE COLLEGE COMMUNITY

- Clark College Native American Celebration Committee held the “Educating for the Seventh Generation: Celebrating Indigenous Cultures” on November 7, 2014. The event began with a welcome address by Trustee Jack Burkman followed by Isaac Trimble playing the flute while Indian fry bread tacos were served. Open Ceremonies began at 6:00 p.m. for the Pow Wow. There were 23 vendors and organizations present. Closing Ceremonies began at 10:00 p.m. There were around 350+ college community and community at large in attendance. (ODE)

RESPOND TO WORKFORCE NEEDS

RESPOND TO WORKFORCE NEEDS

The college will provide educational services that facilitate the gainful and meaningful employment for students seeking training, retraining or continuing education. College programs and services will meet the economic needs of the community.

- Prioritize partnerships with local businesses and economic development efforts to provide relevant educational programs.

Progress

- CTEC continues to integrate the Microsoft Technology Associate (MTA) certification into their curriculum. Students have the opportunity to earn MTAs as a part of their course work. Last quarter nearly two-thirds of students enrolled in an MTA course earned certification. In Winter 2015, CTEC is offering CTEC 134 MTA Database Administration for the first time and delivering it in a hybrid format. (OOI)
- Bruce Elgort, Computer Technology Instructor, was named an IBM Champion for 2015. IBM Champions are business leaders, IT professionals, developers, and educators who lead and mentor others to help them make the best use of IBM solutions and services. (OOI)
- Columbia Machine donated 1,000 pounds of raw material to the Clark College Machining Department to be used in the lab on lathes, mills, grinders, and Computer Numeric Controlled machines. (OOI)
- The press brake, a machine tool for bending sheet and plate material, was installed over the holiday break in the Welding Department. The addition of the press brake is critical to the implementation of the new fabrication curriculum being integrated into the Welding program. The addition of this piece of equipment will better prepare students completing the Welding program for entry into the industry. (OOI)
- Nursing Class #118 celebrated successful completion of the program on December 9, 2014 with a pinning ceremony and reception for the 46 graduates. (OOI)
- On December 3, 2014, sixteen students received certificates for successfully completing the fall 2014 Nursing Assistant Certified program. (OOI)
- Approximately 400 degrees and certificates were awarded at the end of fall quarter. (SA)
- Carolyn Johnson, Career Services Program Coordinator, attended the Nonprofit Network Annual Conference at the Vancouver Hilton on November 13. Partnerships were made with local employers that generated internship opportunities for Clark College students. (SA)
- Catharine Keane, Career Services Program Manager, was appointed to 2014-2015 Washington Occupation Information System (WOIS)/Career Information System Executive Committee, and attended the initial meeting held November 14 in Tacoma. (SA)

RESPOND TO WORKFORCE NEEDS

- Staff from Innovative Services NW visited Career Services on December 12 to review resources and discuss collaboration on career exploration services for current or former foster youth as well as those between the ages of 16-21 who are homeless, low-income and out of school. (SA)
- Career Services and Veterans Resource Center staff collaborated to host a table at the Veteran's Resource Fair at the Salmon Creek American Legion Post 176 on December 6. Veteran educational benefits and Job Search resources were shared with local veterans. (SA)
- Enrollment Services initiated an outreach activity which involved staff from the Welcome Center (Stephon Okibedi and Jami Fordyce) delivering twenty holiday gift bags to Vancouver and Portland metropolitan area businesses and organizations with tuition reimbursement programs and/or whom show support for continuing education for their employees. This initiative was well received. (SA)
- Through funds from the U.S. Department of Education, Title III Strengthening Institutions grant, the college has launched Economic Modeling Specialist Inc.'s (EMSI) application Career Coach. Career Coach provides a central location for individuals in our community to 1) search for jobs, 2) explore types of careers – including average salary and wage information, and 3) links all of the employment and career information with the educational opportunities offered at Clark College. As people explore they are linked back to the college web site and are directed to Career Services for additional assistance with career exploration or Enrollment Services for admission.
<https://clark.emsicareercoach.com/> (P&E)
- The Clark College Corporate and Continuing Education division is finalizing the name change to Clark College Economic and Community Development (ECD) during the month of January. The Corporate Education department name will also change to Customized Learning & Development, to align with the new division name. The implementation simultaneously integrates new branding, the new name, a new website and website address. Incremental communication with our internal and external stakeholders, as well as a press release to local media, will occur the last two weeks of January, following the official launch of our new website. An instructor open house will be held January 29, 2015 to answer any questions or concerns. (ECD)
- Clark College Economic and Community Development was awarded a \$199,744 Job Skills Program (JSP) grant by the State Board of Community & Technical Colleges (SBCTC), to partner with Frito Lay Vancouver on performance-based training for plant production and maintenance employees. The grant will enable the College and Frito Lay to work together to improve the efficiency and quality of local Frito Lay production. (ECD)
- The Customized Learning and Development team finalized the schedule for the 2015 classes in Math, Metallurgy, Mechatronics, Welding, Machining, and Communications for KapStone company apprentices. There are two classes of six employees each, and a combined 655 hours of training will be delivered to the company's maintenance trainees. This training enables KapStone to develop employees to fill positions that are critical to plant operations but very difficult to fill. (EDC)

RESPOND TO WORKFORCE NEEDS

- The Economic and Community Development team met with the following organizations and attended events to promote the College:
 - Met with Western Pacific Trucking School to develop a trucking program at Clark.
 - Attended an EB-5 meeting, hosted by Greater Portland, Inc. and the Portland Development Commission, to learn how educational opportunities could encourage future foreign investment in the region.
 - Attended the statewide Refugee Advisory Council quarterly meeting.
 - Met with DSHS and Lutheran Community Services to discuss the Limited English Proficient (LEP) Pathway program.
 - Met with the Southwest Washington Workforce Development Council, the Northwest Interstate College Consortium and Worksystems, Inc. to discuss capacity building.
 - Attended Greater Portland Inc. member event.
 - Met with Sea Mar Community Health Center and the Vancouver Housing Authority (VHA) to investigate creating a new Federally Qualified Health Center Clinic in a VHA housing complex that would be focused on serving low-income Medicaid patients.
 - Attended Bridgeview Housing Board of Directors meeting.
 - Toured ADX makerspace with Klickitat County Economic Development Delegation.
 - Attended the Greater Vancouver Chamber of Commerce 2015 Legislative Breakfast.
 - Attended the Columbia River Economic Council Q4 Luncheon.
 - Met with Vancouver Sign to tour warehouse space for a possible makerspace.
 - Met with Port of Ridgefield to discuss potential location for a makerspace.
 - Attended the regional Healthy Living Collaborative quarterly meeting.
 - Met with Portland Community College to discuss partnerships.
 - Attended the Land Here, Live Here, LEARN Here appreciation reception.
 - Attended meetings of the Southwest Washington Regional Health Alliance (RHA) Board of Directors and RHA Communications Workgroup in support of education in healthcare.
 - Met with the Fort Vancouver National Trust to discuss the Fermentation/Restaurant program.
 - Met with the National Park Services to discuss the Fermentation/Restaurant program.
 - Attended the Columbian Economic Forecast Breakfast.
 - Met with Southwest Washington Workforce Development Council's new Employer Services Manager to discuss partnerships between the two organizations.
 - Conducted employer visits with Ascentec, Camas Meadows, Columbia Fruit, Elkhart Plastics, Enoch Machining, Fitesa, Flowserve, Franz Bakery, Frito Lay, Fujifilm, Mid-Columbia Medical Center, Neil Jones Food and Stardust to discuss training needs. (ECD)

- The Diversity Outreach Coordinator, Rosalba Pitkin, attended the DREAMers training on October 26, 2014 at Green River Community College – Kent Campus, Kent Washington. This training was very important because we have the opportunity to update the information about changes in the registration, and financial process for DREAMers students. The Multicultural Retention Manager, Feliciano Peralta, facilitated the main training. (ODE)

- The Diversity Outreach Coordinator, Rosalba Pitkin, attended the new President Obama Executive Order and DREAMers training on December 5, 2014 at Seattle, Washington. This training was regarding the new changes in the Deferred Action for Childhood Arrivals (DACA) that will affect DREAMers students and about the new executive order on November 20, 2014 for parents of U.S citizens Deferred Action for Parents of Americans (DAPA) that is going to affect most to ESL, ABE, and GED students (ODE)

ENHANCE COLLEGE SYSTEMS

ENHANCE COLLEGE SYSTEMS

The College will continually assess, evaluate, and improve college systems to facilitate student learning.

- As required by the State of Washington, prioritize and perform activities required to prepare for the successful implementation and maintenance of the new enterprise system.

Progress

- The College is currently reviewing bids submitted for the Culinary Arts renovation and will be identifying an architect shortly. (OOI)
- Interim Dean of Basic Ed, English, Communications, and Humanities (BEECH), Deena Godwin, attended the 2014 Reengagement Plus conference with several Student Affairs reps. The conference was sponsored by the National League of Cities to share more about reengagement efforts for high-school drop-outs and the Gateway to College Program.
- Adriana Thomas, who was hired at Clark under the Health e-Workforce Grant, has acquired through professional development the opportunity to become a Career Development Facilitator. This distinction comes from the National Career Development Association (NCDA). In addition to this recognition and honor, Mrs. Thomas has had a national article published through NCDA regarding the use of social media while searching careers. (OOI)
- Business Services has completed the draft of the Fiscal Year 2014 Clark College Financial Statements and has provided the statements to the State Auditor's Office (SAO). SAO will begin its financial statement audit the week of January 12, and anticipates being on campus for 3-4 weeks to complete the audit. We look forward to working with the audit team and to any recommendations they may have. (AS)
- In support of our environmental sustainability plan, Risk Management staffed an information booth at the College's recent Benefits and Wellness Fair. (AS)
- Tom Buckley has been hired as the College's new Emergency Manager. He is currently working on updating the Emergency Operations Plan and the Continuity of Operation Plan (COOP). To date, 15 departments have completed their COOP, nine are in progress and seven will begin in February 2015. (AS)
- As part of the College's ongoing emergency preparedness training, a lockdown drill is scheduled for the main campus on January 22. Similar drills will be held at other College facilities later in the year. In the spring, the College will conduct its annual emergency evacuation drill. (AS)
- Environmental Health and Safety (EHS) staff provided training on slip, trip and fall hazards and lockout protocols at the monthly Facilities Services staff safety meeting. In addition, EHS staff completed nine ergonomic consultations and continued to meet with department directors and deans to follow up on the results of the comprehensive building assessments conducted last summer and fall. The goal is to ensure that all findings are corrected by the end of the academic year. (AS)

ENHANCE COLLEGE SYSTEMS

- The employee Safety Committee has completed required building inspections in Foster Hall, Hanna Hall, Hawkins Hall, O'Connell Sports Center, Beacock Music Hall, Frost Arts Center, Baird Administration, Scarpelli Hall, and Bauer Hall. The committee has also formed a tobacco-free sub-committee to revisit the College's educational awareness program. (AS)
- STEM construction: the expanded Yellow One lot was completed and opened in time for the start of winter quarter. The contractor still has a few small items to complete, such as striping and signage. The contractor also opened a 6' path between the northwest end of the Yellow One lot and the sidewalk along Fourth Plain Blvd. This will provide a shortcut from Fourth Plain along the T Building sidewalk to the HAWK crossing, as well additional parking for Foundation staff should they choose to park in Yellow One and walk out to Fourth Plain to access the Foundation building.

The primary retaining wall between the basement at the east end of the building and the slab on grade at the west end has been poured. This wall serves as the primary retaining wall on the west side of the basement. Forms have been installed to pour the south and east side basement walls before backfilling begins.

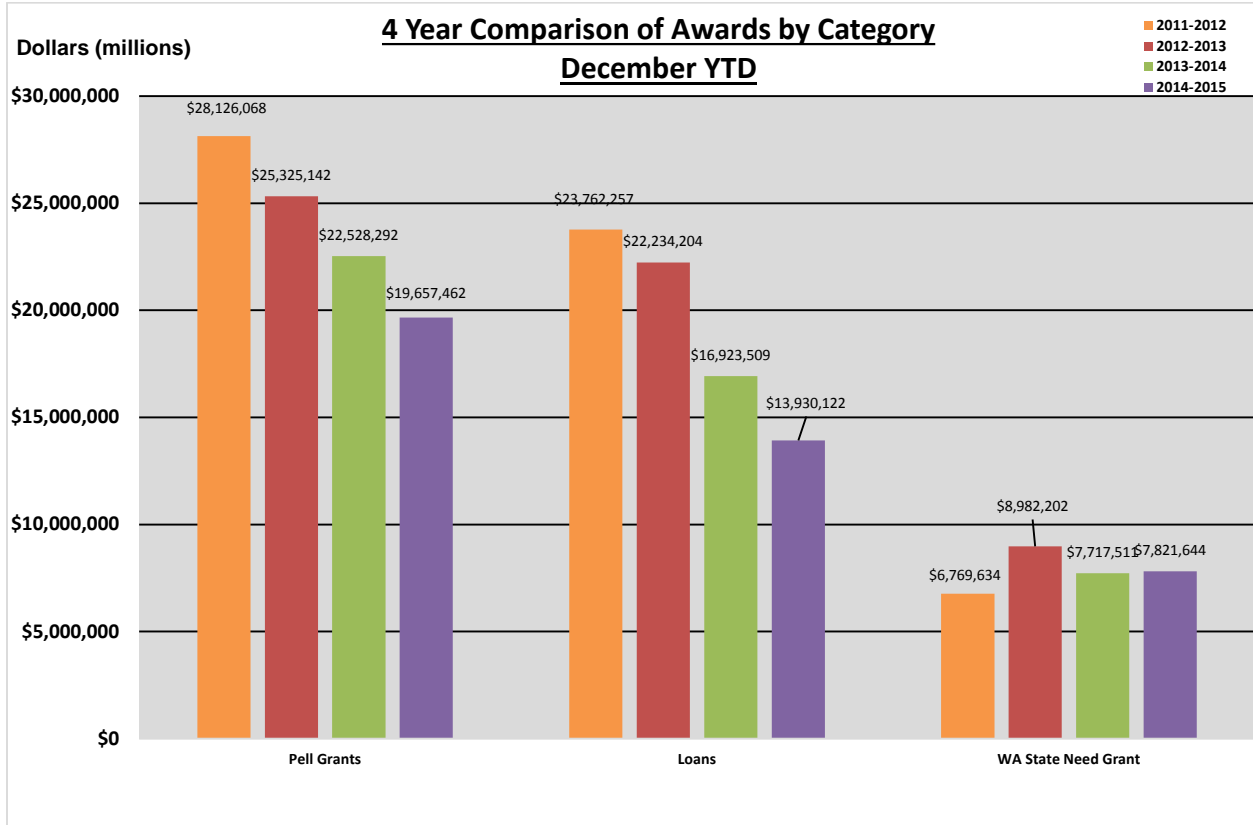
The contractor is continuing the work to build forms and set the bonded PT (post-tensioned) cabling, and expects to have the second floor poured by the end of January.

The work removing hazmat to allow the building to proceed through Phase I has been reviewed and tabulated. Part of the work to remove the hazmat and replace the lost material with structural fill is already covered as part of Skanska's contract. However, the College has also needed to use project contingency funds for work over and above the contract amount. To date, 43.5% of the overall project contingency budget has been spent on hazmat related work. More remediation costs are anticipated as we begin trenching for utilities, storm water, sanitary sewer systems, and additional landscaping. (AS)

- This winter the Bookstore began utilizing its text messaging service to notify students when a book, previously out of stock, had arrived during the first two weeks of the quarter. In prior quarters, student names and numbers were recorded and, upon receipt of the book, students would be contacted by phone, voice mail message or in person. Though important, this was a labor intensive process and tied up staff time needed to tend to heavy in-store traffic. With this implementation, we found that students prefer text notice 90% of the time and the time spent on staff notifying students was reduced by 75%. (AS)
- All college employees will be invited to complete the 2015 climate survey. The climate is a critical factor in enhancing student learning because the more satisfied employees are with the climate of their work environment and their ability to influence their work environment, the more effective their work to support student learning becomes. The climate survey measures employees' perceptions of work environment; shared governance; community and information; strategic planning; resources, facilities, and technology; diversity; cross-college relations; and community perceptions. (P&E)

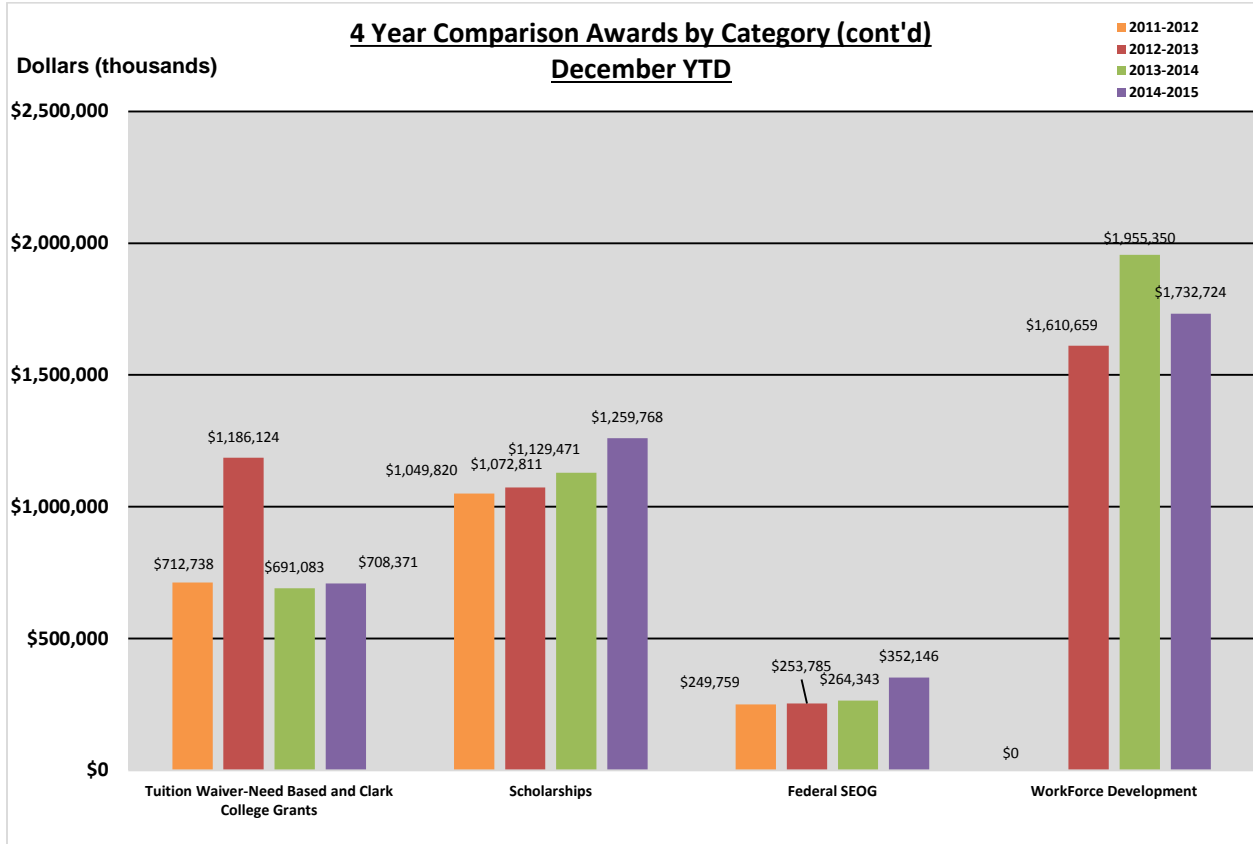
STATISTICS

STATISTICS (PAGE 1)



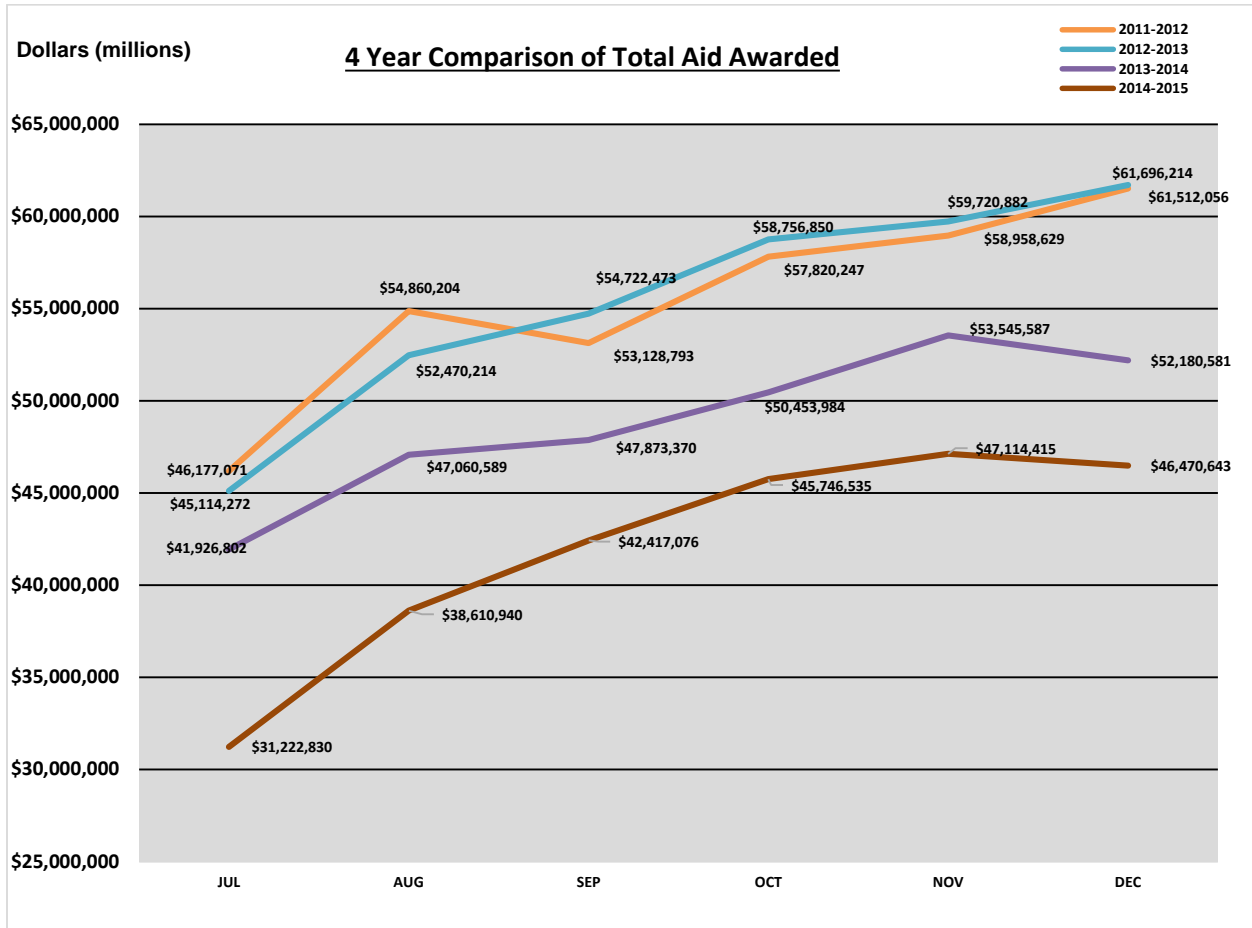
Note: WA State Need Grant includes College Bound Scholarships

STATISTICS (PAGE 2)

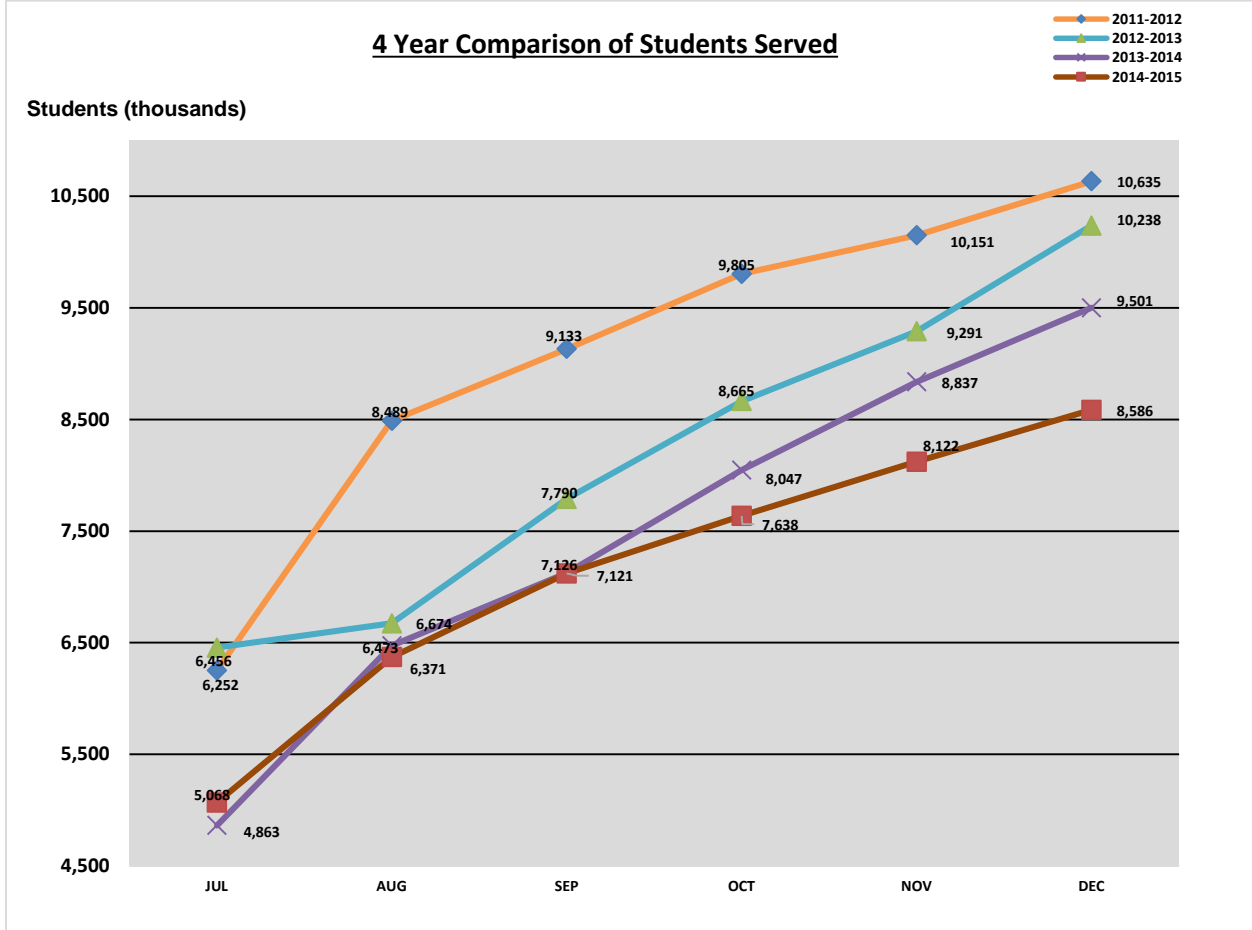


Note: WorkForce Development includes WorkFirst, Worker Retraining, BFET, Opportunity Grants, and Sponsored Programs

STATISTICS (PAGE 3)



STATISTICS (PAGE 4)



Clark College - Budget Status Report November 30, 2014

Sources of Funds (Revenues)	2014-15 Budget	Revenues to Date	Difference	% Budget Received
<u>Operating Accounts</u>				
State Allocation	25,813,315	10,814,697	(14,998,618)	41.9%
Tuition & ABE	19,566,355	8,795,158	(10,771,197)	45.0%
Running Start	7,344,703	1,458,769	(5,885,934)	19.9%
Excess enrollment	4,153,586	1,358,082	(2,795,504)	32.7%
Planned use of prior fund 148 balance	590,929	-	(590,929)	0.0%
Dedicated, matriculation, tech, cont ed	4,138,186	1,714,609	(2,423,577)	41.4%
Total Operating Accounts	61,607,074	24,141,315	(37,465,759)	39.2%
<u>Other Accounts</u>				
Grants & Contracts less Running Start	5,429,700	1,067,144	(4,362,556)	19.7%
Internal Support & Agency Funds	1,130,013	637,965	(492,048)	56.5%
ASCC less PUB	1,827,056	747,088	(1,079,968)	40.9%
Bookstore	4,469,634	2,124,506	(2,345,128)	47.5%
Parking	463,861	198,042	(265,819)	42.7%
Auxilliary Services	1,368,170	526,420	(841,750)	38.5%
Financial Aid	49,607,886	19,551,333	(30,056,553)	39.4%
Total Other Accounts	64,296,320	24,852,499	(39,443,821)	38.7%
Total Sources of Funds	125,903,394	48,993,814	(76,909,580)	38.9%

Uses of Funds (Expenses)	2014-15 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
<u>Operating Accounts</u>				
President	866,865	317,728	549,137	36.7%
Associate Vice President of Planning & Effectiveness	449,187	200,927	248,260	44.7%
Special Advisor for Diversity & Equity	347,356	108,765	238,591	31.3%
Vice President of Instruction	37,720,945	12,739,931	24,981,014	33.8%
Vice President of Administrative Services	7,679,442	3,572,636	4,106,806	46.5%
Vice President of Student Affairs	8,130,868	3,319,973	4,810,895	40.8%
Associate Vice President of Corporate & Continuing Ed	1,066,380	420,525	645,855	39.4%
Executive Director of Communications	4,533,473	2,347,890	2,185,583	51.8%
Associate Vice President of Human Resources	812,558	323,112	489,446	39.8%
Bank & credit card fees		106,445	(106,445)	
Total Operating Accounts	61,607,074	23,457,933	38,149,141	38.1%
<u>Other Accounts</u>				
Grants & Contracts less Running Start	5,429,700	2,081,079	3,348,621	38.3%
Internal Support & Agency Funds	1,130,013	741,747	388,266	65.6%
ASCC less PUB	1,827,056	594,736	1,232,320	32.6%
Bookstore	4,469,634	2,458,462	2,011,172	55.0%
Parking	463,861	122,783	341,078	26.5%
Auxilliary Services	1,368,170	534,569	833,601	39.1%
Financial Aid	49,607,886	19,428,658	30,179,228	39.2%
Total Other Accounts	64,296,320	25,962,034	38,334,286	40.4%
Total Uses of Funds	125,903,394	49,419,967	76,483,427	39.3%
Difference - Excess (Deficiency)	-	(426,153)		
Capital Projects- Expenditures	20,195,089	4,045,904	16,149,185	20.0%

c. Bob Knight, Bob Williamson, Sabra Sand
e. Theresa Heaton, Cindi Olson, Nicole Marcum, Bill Belden
Linda Tuve, Accounting - December 9, 2014

Clark College - Budget Status Report December 31, 2014

Sources of Funds (Revenues)	2014-15 Budget	Revenues to Date	Difference	% Budget Received
<u>Operating Accounts</u>				
State Allocation	25,813,315	12,624,674	(13,188,641)	48.9%
Tuition & ABE	19,566,355	14,187,040	(5,379,315)	72.5%
Running Start	7,344,703	2,357,713	(4,986,990)	32.1%
Excess enrollment	4,153,586	1,358,082	(2,795,504)	32.7%
Planned use of prior fund 148 balance	590,929	-	(590,929)	0.0%
Dedicated, matriculation, tech, cont ed	4,138,186	2,499,250	(1,638,936)	60.4%
Total Operating Accounts	61,607,074	33,026,759	(28,580,315)	53.6%
<u>Other Accounts</u>				
Grants & Contracts less Running Start	5,483,900	1,366,554	(4,117,346)	24.9%
Internal Support & Agency Funds	1,130,013	705,653	(424,360)	62.4%
ASCC less PUB	1,827,056	1,166,554	(660,502)	63.8%
Bookstore	4,469,634	2,417,480	(2,052,154)	54.1%
Parking	463,861	268,933	(194,928)	58.0%
Auxilliary Services	1,368,170	652,337	(715,833)	47.7%
Financial Aid	49,626,636	24,082,466	(25,544,170)	48.5%
Total Other Accounts	64,369,270	30,659,977	(33,709,293)	47.6%
Total Sources of Funds	125,976,344	63,686,736	(62,289,608)	50.6%

Uses of Funds (Expenses)	2014-15 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
<u>Operating Accounts</u>				
President	859,266	367,969	491,297	42.8%
Associate Vice President of Planning & Effectiveness	449,187	239,433	209,754	53.3%
Special Advisor for Diversity & Equity	347,356	128,033	219,323	36.9%
Vice President of Instruction	37,720,945	15,521,994	22,198,951	41.1%
Vice President of Administrative Services	7,687,041	4,140,796	3,546,245	53.9%
Vice President of Student Affairs	8,132,883	3,960,893	4,171,990	48.7%
Associate Vice President of Corporate & Continuing Ed	1,066,380	427,532	638,848	40.1%
Executive Director of Communications	4,546,340	2,649,803	1,896,537	58.3%
Associate Vice President of Human Resources	797,676	372,868	424,808	46.7%
Bank & credit card fees		115,912	(115,912)	
Total Operating Accounts	61,607,074	27,925,233	33,681,841	45.3%
<u>Other Accounts</u>				
Grants & Contracts less Running Start	5,483,900	2,478,251	3,005,649	45.2%
Internal Support & Agency Funds	1,130,013	817,216	312,797	72.3%
ASCC less PUB	1,827,056	731,051	1,096,005	40.0%
Bookstore	4,469,634	3,018,766	1,450,868	67.5%
Parking	463,861	215,795	248,066	46.5%
Auxilliary Services	1,368,170	632,922	735,248	46.3%
Financial Aid	49,626,636	24,172,733	25,453,903	48.7%
Total Other Accounts	64,369,270	32,066,733	32,302,537	49.8%
Total Uses of Funds	125,976,344	59,991,967	65,984,377	47.6%
Difference - Excess (Deficiency)	-	3,694,770		
Capital Projects- Expenditures	20,195,089	5,844,138	14,350,951	28.9%

c. Bob Knight, Bob Williamson, Sabra Sand
e. Thersa Heaton, Cindi Olson, Nicole Marcum, Bill Belden
Linda Tuve, Accounting - January 13, 2015

CLARK COLLEGE
Fund and Cash Balances
as of July 1, 2014

	Fund Balance (minus non-cash assets) 6/30/14	Cash Balance (minus dedicated cash) 6/30/14	Required Reserves	Prior Commitments (prior to 7/1/14)	New Commitments (2014/15)	Total Available Cash
145 Grants and Contracts	3,547,842	2,304,365		24,883	30,000	2,249,482
145 CIS	762,109	762,109		133,000	629,109	-
147 Local Capital	381,142	-				-
148 Dedicated Local	3,895,996	(33,500)		51,000	531,407	(615,907)
149 Operating Fee	321,196	65,753				65,753
440 Central Store (Catalog)	47,079	47,079				47,079
448 Print/Copy Machine	(16,576)	(16,576)				(16,576)
460 Motor Pool	61,175	61,175				61,175
522 ASCC	2,420,013	-				-
524 Bookstore	3,487,059	3,487,059			2,000,000	1,487,059
528 Parking	335,853	335,853				335,853
570 Other Auxiliary Enterprise	1,094,377	384,953		30,315		354,638
790 Payroll (clearing)	220,748					-
840 Tuition/VPA	1,483,029					-
846 Grants - Fin Aid	(1,452,560)					-
849 Student Loans	46,204					-
850 Workstudy (off-campus)	(4,350)					-
860 Institutional Financial Aid Fui Reserves*	928,436		3,953,754			(3,953,754)
Totals	17,558,772	7,398,270	3,953,754	239,198	3,190,516	14,802

*Reserves of 10% reduced by \$2,000,000 on October 21, 2014 to fund Culinary remodel as approved by Board

Fund Balance Less Commitments

Available Fund Balance Before Commitments	7,398,270
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Prior Year Commitments				
Date	as of July, 2014	Fund	Amount	Total
7/31/2012	Facilities Carryforward	145	24,883	24,883
12/10/2013	Fiber Optic Cable	145	116,984	
10/8/2014	OU Campus	145	16,016	133,000
7/22/2013	STEM Grant	148	25,000	
11/27/2013	Security Street Legal Carts - 2	148	26,000	51,000
7/1/2011	Basic Events	570	18,535	
7/1/2011	Government Events	570	10,000	
11/27/2013	Basic Events	570	1,780	30,315
Total Prior Commitments				239,198

New Commitments July 1, 2014 to present

Date		Fund	Amount	Fund Total
7/1/2014	Softball Fence	145	30,000	
6/30/2014	Arbitration Ruling	145	133,847	
6/30/2014	Composite Feasibility Study	145	26,000	
7/1/2014	CIS Funds	145	439,262	629,109
9/2/2014	EMSI	145	30,000	30,000
7/1/2014	Gorge-Student Affairs position	148	12,998	
6/30/2014	BAS DH	148	27,917	
6/30/2014	Diversity Plan	148	58,000	
6/30/2014	IT Strategic Plan	148	177,313	
6/30/2014	CTC Link	148	241,429	
9/9/2014	Culinary Consultant	148	10,000	
10/14/2014	Career Coach	148	15,000	542,657
10/21/2014	Culinary Remodel-use of reserves	524	2,000,000	2,000,000
Total New Commitments				3,201,766

Required Reserves

10% of \$59,537,540 less \$2,000,000* **3,953,754**

Fund Balance After Commitments and Required Reserves	3,552
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* Reserve as approved by the Board on June 11, 2014, use of reserve approved 10/21/14

CLARK COLLEGE
Fund and Cash Balances
as of July 1, 2014

	Fund Balance (minus non-cash assets) 6/30/14	Cash Balance (minus dedicated cash) 6/30/14	Required Reserves	Prior Commitments (prior to 7/1/14)	New Commitments (2014/15)	Total Available Cash
145 Grants and Contracts	3,547,842	2,304,365		24,883	30,000	2,249,482
145 CIS	762,109	762,109		133,000	629,109	-
147 Local Capital	381,142	-				-
148 Dedicated Local	3,895,996	(33,500)		51,000	531,407	(615,907)
149 Operating Fee	321,196	65,753				65,753
440 Central Store (Catalog)	47,079	47,079				47,079
448 Print/Copy Machine	(16,576)	(16,576)				(16,576)
460 Motor Pool	61,175	61,175				61,175
522 ASCC	2,420,013	-				-
524 Bookstore	3,487,059	3,487,059			2,000,000	1,487,059
528 Parking	335,853	335,853				335,853
570 Other Auxiliary Enterprise	1,094,377	384,953		30,315		354,638
790 Payroll (clearing)	220,748					-
840 Tuition/VPA	1,483,029					-
846 Grants - Fin Aid	(1,452,560)					-
849 Student Loans	46,204					-
850 Workstudy (off-campus)	(4,350)					-
860 Institutional Financial Aid Fui Reserves*	928,436		3,953,754			(3,953,754)
Totals	17,558,772	7,398,270	3,953,754	239,198	3,190,516	14,802

*Reserves of 10% reduced by \$2,000,000 on October 21, 2014 to fund Culinary remodel as approved by Board

Fund Balance Less Commitments

Available Fund Balance Before Commitments	7,398,270
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Prior Year Commitments				
Date	as of July, 2014	Fund	Amount	Total
7/31/2012	Facilities Carryforward	145	24,883	24,883
12/10/2013	Fiber Optic Cable	145	116,984	
10/8/2014	OU Campus	145	16,016	133,000
7/22/2013	STEM Grant	148	25,000	
11/27/2013	Security Street Legal Carts - 2	148	26,000	51,000
7/1/2011	Basic Events	570	18,535	
7/1/2011	Government Events	570	10,000	
11/27/2013	Basic Events	570	1,780	30,315
Total Prior Commitments				239,198

New Commitments July 1, 2014 to present				
Date		Fund	Amount	Fund Total
7/1/2014	Softball Fence	145	30,000	
6/30/2014	Arbitration Ruling	145	133,847	
6/30/2014	Composite Feasibility Study	145	26,000	
11/25/2014	Smart Classroom replacement	145	207,000	
7/1/2014	CIS Funds	145	232,262	629,109
9/2/2014	EMSI	145	30,000	30,000
7/1/2014	Gorge-Student Affairs position	148	12,998	
6/30/2014	BAS DH	148	27,917	
6/30/2014	Diversity Plan	148	58,000	
6/30/2014	IT Strategic Plan	148	177,313	
6/30/2014	CTC Link	148	241,429	
9/9/2014	Culinary Consultant	148	10,000	
10/14/2014	Career Coach	148	3,000	
11/1/2014	ABC Costing	148	750	531,407
10/21/2014	Culinary Remodel-use of reserves	524	2,000,000	2,000,000
Total New Commitments				3,190,516

Required Reserves

10% of \$59,537,540 less \$2,000,000* 3,953,754

Fund Balance After Commitments and Required Reserves	14,802
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* Reserve as approved by the Board on June 11, 2014, use of reserve approved 10/21/14

ACTION ITEMS

ACTION ITEMS/CONSENT

**Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
November 19, 2014
Ellis Dunn Room GHL 213**

Trustees Present: Mmes. Jada Rupley, and Rekah Strong, Messrs. Jack Burkman, Mike Ciraulo, and Royce Pollard.

Administrators: Mr. Robert Knight, President, Dr. Tim Cook, Vice President of Instruction; Mr. Bob Williamson, Vice President of Administrative Services, Mr. Bill Belden, Vice President of Student Affairs; Ms. Shanda Diehl, Associate Vice President of Planning & Effectiveness; Mr. Kevin Witte, Associate Vice President of Economic & Community Development; Dr. Chato Hazelbaker, Chief Communications Officer & Interim Director of IT; Ms. Sirius Bonner, Special Advisor for Diversity & Equity; Ms. Jane Beatty, Interim Associate Vice President of Human Resources & Director of Change Management; Ms. Leigh Kent, Executive Assistant to the President.

Faculty: Prof. Kimberly Sullivan, AHE President; Instructors Kushlani de Soyza and Kendra Birnley

Others: Ms. Lisa Gibert, CEO Clark College Foundation; Ms. Bonnie Terada, Assistant Attorney General; Ms. Jane Walster, Director of International Programs; Ms. Emmah Ferguson, Mr. Takunda Masike, students.

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none"> Chair Strong called the meeting to order at 5:05 pm. Prior to today’s board meeting the trustees held a tenure executive session, meeting with two tenure candidates, their department heads and deans, the President and the Vice President of Instruction. 	
II.	BUSINESS MEETING		
II.	Review of the Agenda	<ul style="list-style-type: none"> The First Reading and the Consent Agenda were moved to the beginning of the agenda today in order to hold the tenure vote. 	
III.	ACTION ITEMS		
	FIRST READING Tenure Candidates Susan Nieman, Nursing Ruth Trejo, Chemistry		MOTION: Trustee Burkman made a motion that the Board of Trustees, after having given reasonable consideration to the recommendations of the Tenure Review Committees at the November 19, 2014 executive session, grant tenure to Susan Nieman and Ruth Trejo effective with beginning of Fall Quarter 2015. Trustee Rupley seconded the motion and it was unanimously approved.

	TOPIC	DISCUSSION	ACTION
III.	<p>CONSENT AGENDA</p> <ul style="list-style-type: none"> • Tenure Candidates--Susan Nieman, Nursing; Ruth Trejo, Chemistry • Minutes from the October 21, 2014 Board Meeting 		<p>MOTION: Trustee Burkman made a motion to approve the Consent Agenda. The motion was seconded by Trustee Pollard and unanimously approved.</p>
	<p>Statements and Reports from Board Members</p>	<ul style="list-style-type: none"> • Chair Strong announced that Trustee Sherry Parker’s term of office has come to an end and the Board took time to acknowledge and honor her and her long commitment to Clark College. Chair Strong read the following comments into the record: “During Sherry Parker’s time on the Board of Trustees she has been instrumental in the college's completion of several key initiatives including the construction and opening of Clark College at Columbia Tech Center and the opening of the Oliva Family Early Learning Center. She was also a steady hand and stabilizing influence during the transition to current Clark College President, Bob Knight. She has served on too many committees to name, but one important example was her service on the honorary steering committee for the 75th anniversary of Clark College. Mrs. Parker was simply on campus anytime she was called, whether it was helping the college celebrate opening day every year, attending events, or getting in the van to go to the graduation ceremony at Larch Correctional Facility”. <p>As a board member Mrs. Parker served as Vice Chair of the Clark College Board of Trustees during the 2007-2008 academic year and served as Chair during the 2008-2009 academic year. In 2014 she received the Trustee Leadership Award from the Trustees Association of Community and Technical Colleges.</p> <p>As part of the Trustees Association of Community and Technical Colleges, Mrs. Parker has served on:</p> <p>Audit Committee as a member and the chair</p> <ul style="list-style-type: none"> • Operating Budget Task Force • Resolutions & Bylaws Committee • Legislative Action Committee • TACTC Board of Directors • Finance and Budget Committee 	

	TOPIC	DISCUSSION	ACTION
II. E.	<p>Statements and Reports from Board Members</p>	<p>Her community service over the years has extended to every corner of Southwest Washington and statewide. Her community activities include:</p> <ul style="list-style-type: none"> • Member, City of Vancouver Transportation Finance Task Force • Member, Board of Directors, Clark County Volunteer Lawyers Program • Executive Board Member and Past President, Salmon Creek Lions Club • Executive Board Member, Troop and Pack 340, Boy Scouts of America <p>Thank you Sherry for all that have you done for all of us.</p> <ul style="list-style-type: none"> • Chair Strong, Trustees Burkman, Ciraulo, Pollard and Rupley spoke individually and at length about Mrs. Parker’s contributions to Clark College and what she has meant to them personally and to the community at large. Among their observations were comments about her qualities as a mentor and how she always clapped for every sing student who walked across the stage at Commencement—because they might not have anyone else to celebrate their accomplishments. She always had a unique perspective as she was a student, an instructor, an employee, and a trustee and she is the only trustee to have served at every level of the organization. This brought a richness and depth to Clark and she was a very steady, calming influence. She always supported and had a deep respect for the institution. Due to her long involvement with TACTC, she is the face of our college at the state level and is known nationally as well. • President Knight said that Mrs. Parker been a trustee the entire time he has been at the college. She and the other trustees took a risk in supporting him as president and it is a testament to her confidence that he has had the opportunity to hold the position for eight years. The student perspective was always her perspective. She always asked how something being considered would affect the student. He really appreciates her contributions and announced that Mrs. Parker will be volunteering in ECD so the college will not be losing her, but shifting her role. 	

	TOPIC	DISCUSSION	ACTION
II. E.	Statements and Reports from Board Members	<ul style="list-style-type: none"> • Professor Sullivan provided her recollections on presenting faculty news to the board over many years, delivering both good and not so good news. Knowing Mrs. Parker was there was comforting and calming and her body language said “just tell us about it”. When Professor Sullivan attended functions where she didn’t know anyone, she knew she could find Mrs. Parker and everything would be fine. Mrs. Parker always considered the faculty perspective and served as a partner to the AHE over the years as they moved forward during difficult times. Ms. Sullivan is happy that Mrs. Parker won’t be too far away. • Ms. Brill recalled that she first spoke to the board as a brand new student in the I-BEST program. Mrs. Parker encouraged Dena and took the time to visit with her whenever she saw Dena on campus; she made Dena feel more than “just a student”. Mrs. Parker had kind words for all, she shared stories, was always available to the students, and attended all the events. Dena is glad that she will still be with Clark. She thanked Mrs. Parker for being the person students can aspire to be and look up to when other people aren’t encouraging. Clark is better because of Mrs. Parker. • Mr. Garner spoke on behalf of the WPEA. As a representative for the union for 10 years, he always saw her as supportive of the union and always listened to what they had to say. He would often see her around the college and out in the community. She always was friendly and made him feel like he was at home when he saw her at events, making him feel like he belonged. 	
II. A	Statements and Reports from Board Members	<ul style="list-style-type: none"> • Mrs. Parker said that it has been a privilege and an honor to serve on this board. Over the years, she served with nine other trustees; they are all wonderful people and very important to our community. She learned so much from everyone at the college and e state levels. She has been penguin since 1981, has attended the 50th and 75th anniversaries, as a student and trustee respectively. She plans to be here for the 100th anniversary as well. 	
II. B	Statements from the Audience	<ul style="list-style-type: none"> • There were no statements from the audience. 	

	TOPIC	DISCUSSION	ACTION
II. C.	Constituent Reports 1. AHE	<ul style="list-style-type: none"> • Professor Sullivan was happy to hear about the roll out of the new tenure procedure where the board members meet directly with the candidates. • She recognized and thanked Kathy Ostermiller and her staff in the tenure office for their hard work and dedication in support of the process. • The college and union continue salary/workload negotiations. • Professor Sullivan met with President Knight and Vice President Cook today for their regular monthly meeting. She was happy that they were able to discuss some philosophical issues, such as the vision for adjunct faculty and making Clark more welcoming to millennials coming in to the workforce. She would like to bring some of her millennial students to a board meeting to discuss their perspective of work. • Both Trustee Rupley and President Knight look forward to working with the union to address the serious underfunding issue facing Clark College and will invite her to attend meetings as they occur. 	
	2. WPEA	<ul style="list-style-type: none"> • Mr. Garner has been representing the college for the past six months on classified collective bargaining. The team successfully negotiated the staff's first increase in eight years. He agreed that it would be a significant step for the college to have its allocation adjusted to its appropriate level. 	
	3. ASCC	<ul style="list-style-type: none"> • ASCC President Emmah Ferguson outlined the exciting things happening on campus. Student involvement increased significantly over the past month; there are now 28 chartered clubs and students have provided 181 service hours. They are working with financial aid to sponsor events that encourage fiscal responsibility and involvement. • The Student & Activities (S&A) Committee received the internal audit report and are now looking at how to implement the recommendations over the next year. • President Knight asked about the process of assigning students to tenure committees. Ms. Ferguson said that the students who are on committees are passionate but it's a huge commitment of time for them and there can be significant scheduling difficulties. • Trustee Rupley was interested in what ASCC has done at the state level this year. The students will be attending training this week in Olympia to learn how to lobby for change and will also be attending the legislative breakfast on Monday, November 24. 	

	TOPIC	DISCUSSION	ACTION
	4. Foundation	<ul style="list-style-type: none"> Ms. Gibert highlighted the hyperlinks sent to the trustees this week that illustrate a campus competition about the Employee Campaign; it shows the local community how we invest in ourselves. Employee donations are up from previous years. She presented President Knight a plaque that memorialized the campaign goal. Chair Strong requested information about Clark Connect. Ms. Gibert explained that they are a group of students who work nightly from 5-9 pm, calling alumni about donations, and keeping the foundation data base updated. 	Trustee Rupley requested that Ms. Gibert please contact a former welding student she met who is interested in starting a scholarship.
II. D.	Statements & Reports from Board Members	<ul style="list-style-type: none"> Chair Strong extended a warm welcome to Trustee Mike Ciraulo, the newest trustee and member of the Penguin Nation. Trustee Ciraulo is a Battle Ground resident and Division Fire Chief in Clark County; he is the former Battle Ground mayor and city council member. His skills will be very helpful as we open the North County campus. She has had the opportunity to work with him in diversity training and he has taken bold and courageous steps forward as Division Fire Chief. 	
II. D.	Statements & Reports from Board Members	<ul style="list-style-type: none"> Trustee Pollard welcome Trustee Ciraulo, congratulated the women’s volleyball team and Clark’s new athletic director. He said the foundation videos were outstanding. Trustee Burkman attended the scholarship reception; he asked again that people be encouraged to attend. It is a very emotional event and students are grateful for the vote of confidence they receive from their donors. The annual Native American powwow was a great event and is broadening its scope to include other indigenous cultures. He spoke with many community members who had never been to the college before but came to participate in this occasion. Trustee Rupley recapped the legislative action committee and TACTC state meetings on November 13 and 14. They received legislative summaries and agendas from students and presidents. Representation this year is most important for Clark due to the allocation formula under discussion. The state is trying to delay the changes because some colleges do not want to reduce allocations that might “do harm”. She stated that our students have been harmed for 10 years. 	<ul style="list-style-type: none"> Trustee Rupley requested a work session on advocating for the college and exerting pressure on the state and legislature. President Knight will be notifying SBCTC that the trustees will be joining him in appealing directly to the legislators to achieve change since the state agencies are not willing to help.
II. E.	President’s Report	<p>STUDENT PRESENTATION</p> <ul style="list-style-type: none"> In honor of International Education Week, Vice President Belden and Ms. Walster introduced Takunda Masike an international student from Zimbabwe. Mr. Masike is a Peer Mentor for new students. He advises international students to become involved in student activities to help ease them through the culture shock of their move to a new country. He is the second in his family to attend Clark and the first to speak to the board. There is a strong emphasis on education in his family and he is studying to become a biomedical engineer, a relatively new field of medicine. He feels that Clark is devoted to student success at all levels and all students can expect success with the services that are provided thru student affairs. 	

	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<p>FACULTY PRESENTATION</p> <ul style="list-style-type: none"> Ms. De Soyza and Ms. Birnley discussed instructional modalities that increase student success through learning communities. They teach a combined Women's Studies 101 and English 102 course. Learning communities are a challenge to develop and integrate, and are expensive to set up. However, the payoff in student retention/completion is great. Two instructors from different disciplines come together and create a single course. Students sign up for both classes and receive credit for each class. The instructors assess each other's teaching and gain immediate feedback and have the advantage of working together. This design also offers an increased support system for the students, among the benefits being smaller classes that allow students more opportunity to be heard. President Knight discussed Roberto Anitori's Faculty Speaker Series lecture of Rock-Eating Microbes in Antarctica talk. He would like Mr. Anitori to present at a future board meeting faculty presentation. Mr. Witte introduced new branding for Corporate & Continuing Education, which will now be known as Economic & Community Development. The process for obtaining student and community input on how to better reach the local business community and have more impact has been a two-year effort. Many of the comments he received mentioned the unit's name and what they really stood for. There will be a hard roll out of the name and new logo in January 2015. Dr. Cook discussed the Healthcare Core Curriculum Conference that took place at CTC in October. The college has offered six healthcare core curriculum courses for the past five years; students can take these courses to help them decided the direction they want to take in healthcare. The courses are articulated through local high schools. This curriculum is viewed throughout the state as a role model for articulation agreements. These courses are on the career tech side of health care for high school students for which credit can be transferred to Clark or other colleges. Instruction is now looking to do this for other career and technical (CTE) education classes. The power utilities program is moving through the elimination process. In reviewing the classes in which students are enrolling and their associated success rates, it was determined that this program should be eliminated. There was discussion about whether the program could eventually be offered through Economic & Community Development. Fall enrollment is 5% down but winter is currently ahead of this same period last year. 	<ul style="list-style-type: none"> The Student Achievement Initiative was deferred until the next meeting.

	TOPIC	DISCUSSION	ACTION
IV.	FUTURE TOPICS		WATCH LIST
	Budget College Safety Facility Plan K-12 PPI Certificates Review of College Policies Service Learning Standard 2 Highlights		Accreditation GISS Student Completion STEM
V.	DATE AND PLACE OF FUTURE MEETING		
	<ul style="list-style-type: none"> The next regular meeting of the Board of Trustees is currently scheduled for F, 2014 in the Ellis Dunn Community Room, GHJ 213. No meeting in December. 		
VI.	EXECUTIVE SESSION		
	<ul style="list-style-type: none"> No Executive Session was held this evening. 		
VII.	ADJOURNMENT		
	<ul style="list-style-type: none"> There being no further business, the meeting adjourned at 6:55 pm. 		

Rekah Strong, Chair

Leigh Kent
Recorder
November 24, 2014