

CLARK COLLEGE BOARD OF TRUSTEES
Wednesday, February 25, 2015
Ellis Dunn Community Room, GHL 213

AGENDA

All regular meetings of the Board are recorded.

BOARD WORK SESSION, CTC 148

4:00-4:50 p.m.

- ◆ College Fundraising Priorities 4:00-4:15
- ◆ One-year Institutional Goals Update 4:15-4:40
- ◆ Strategic Plan Update 4:40-4:50

I. CALL TO ORDER

5:00 P.M.

II. ACTION ITEMS

First Reading

- ◆ Consideration of Tenure Page 36

Consent Agenda

- ◆ Minutes from November 19, 2014 Board of Trustees Meeting Pages 37-44

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.

- ◆ Veteran Supported Campus Presentation—Gary Condra, Deputy Director of the Washington State Department of Veterans Affairs
- ◆ Transforming Lives Award Presentation—Dena Brill

C. Constituent Reports

1. AHE
2. WPEA
3. ASCC—*Student Recreation Center Update, Emmah Ferguson*
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 4-8
Expand Access	Pages 10-13
Foster a Diverse College Community	Pages 15-17
Respond to Workforce Needs	Pages 19-21
Enhance College Systems	Pages 23-26
Statistics	Pages 28-34

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, March 18, 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
FEBRUARY 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 Workforce, Career and Technical Education (WCTE) Unit, in coordination with the Math Department, has received final approval for a new applied math course. The new course, Professional Technical Computation Skills 110, is a five credit class that will meet the computational requirement for the Certificate of Proficiency, Associate of Applied Technology, and the Associate of Applied Science. The class content can be tailored to specific career fields, and students can engage with the material in an applied format. This class is the second jointly developed general education class the WCTE Unit has developed. The first, Professional Technical Writing 135, was developed with the English department and is currently being offered. (OOI)
- As part of the ABE Leadership Block Grant, on Friday, January 30, over 30 Transitional Studies faculty and staff met in a "Friday Collaboration" to discuss Academic Standards with Natalie Shank, Assistant Director of Student Care and Community Standards. The focus of the Friday Collaborations is to bring together faculty and staff to discuss how better to implement college procedures and practices in the Transitional Studies program. (OOI)
- On Tuesday, January 27, Interim Dean Deena Godwin provided a two-hour training on the new HS21+ program to over 30 Transitional Studies and Advising staff. The new HS21+ program, launching in Summer 2015, will allow WA state residents ages 21 years or older to earn a high school diploma. The HS 21+ curriculum infuses basic skills classes with more rigorous high school-level education and training. Students will benefit by upgrading their skills while working toward a high school credential awarded by Clark College. Students will be assessed to measure gaps in education and work readiness. An advisor will then create a customized plan of action. To receive a diploma, students must demonstrate competency in reading, writing, and math in the context of science, history, government, occupational studies, and digital literacy. Students will be eligible for the Transitional Studies tuition rate of \$25 per quarter. (OOI)
- One new IBEST (Integrated Basic Education & Skills Training) section launched in Winter 2015. An integrated community of learners are enrolled in ENGL, ABE (Adult Basic Education), and BIOL (Environmental Biology). This is a first quarter offering with a strong 80% fill rate. (OOI)

- The Management Department has designed assessments for MGMT 106 Motivation and Performance, MGMT 110 Creative Problem Solving and MGMT 120 Supervisor as a Trainer Coach, to be pioneers in the college implementation of the Credit for Prior Learning program. (OOI)
- Dental Hygiene students and faculty attended legislative day on January 20, 2015. Faculty and students from each district met with their legislators to discuss and emphasize bills in support of the dental hygiene profession. (OOI)
- The 53rd annual Clark College Jazz Festival included performances by 60 middle school and high school jazz ensembles, as well as a closing performance by the Clark jazz ensemble. Over 3,000 people attended the three-day event. Thanks to band director Rich Inouye and the staff and students in the music program that helped make this event a great learning experience for young musicians in our community. (OOI)
- From January 22 to 25, Art Department faculty member Stephen Hayes' art work was on display at the Metropolitan Pavilion in New York. This prestigious exhibition also included the work of prominent contemporary artists such as Judy Chicago. Congratulations to Stephen for this well-deserved recognition of his exceptional paintings. (OOI)
- In alignment with the college's 2014-2017 Retention Plan, Kushlani de Soyza and Kendra Birnley will be offering a Spring integrated learning community consisting of WS 101—Introduction to Women's Studies and ENGL 140—Women's Literature. Numerous research studies show that integrated learning communities are an effective retention and completion initiative. (OOI)
- The Biology Department, in collaboration with Kim Olson-Charles (Library), has been awarded a Library as an Open Education Leader Collaboration Mini-Grant. Funds will support the development of BIOL& 160: General Biology, as a fully open education course with no textbook costs. It is projected that each BIOL& 160 student will save approximately \$175, and the combined savings for all BIOL& 160 students should be \$50,000 to \$80,000 per year. Curriculum development has commenced and Clark will begin offering BIOL& 160 in Summer 2015. (OOI)
- The CADD (Computer Aided Design and Drafting) Department is running a new course, CADD 216 - Integrated Computational Design. This new course represents the most recent expansion of Clark College CADD applications software offerings. The curriculum explores new computational tools for engineering design: finite element analysis, computational fluid dynamics, and more. An ENGR 216 course (very similar to CADD 216) is currently on the verge of submission to Curriculum Committee for the purpose of transfer to ME (Mechanical Engineering) 216 at WSU Pullman. (OOI)
- Despite a decline in enrollment, the number of visits to the tutoring centers in winter quarter has remained constant. Below is a summary of student visits to each center during the first five weeks of winter quarter (Jan 5 – Feb 8), as well as numbers for the same period last quarter. (OOI)

Center	# of student visits (first 5 weeks of Winter 2015)	# of student visits (first 5 weeks of Fall 2014)
Language & Writing Center	923	900
Stem Help Center/Women in STEM	3,136	3,159
Accounting & Business Lab	719	718
Tutoring Commons @ CTC	27	22
Student Learning Center	327	355
eTutoring	97	61
TOTAL VISITS	5,229	5,215

- Tutoring Services received a large number of faculty recommendations for highly accomplished Clark College students who were interested in tutoring. From this pool, a new group of peer tutors for college-level tutoring has been hired and trained.

The Student Learning Center has also completed training for its new volunteer tutors. Program Manager Suzanne Smith revamped the volunteer tutor training, including a new online component, which was well received. (OOI)

- On January 6, eLearning Senior Instructional Designer Kathy Chatfield successfully defended her doctoral dissertation, *The Hybrid Course Designer's Experience Using the ABCDE Instructional Design Model*. (OOI)
- eLearning Office Assistant 3 Jennifer Stone has completed her AA-DTA (Associate in Arts Direct Transfer Agreement) with Honors. This is Jennifer's second degree obtained at Clark. (OOI)
- The Bookstore is rolling out the eighth Annual Clark College Book Drive. Since the inception of this literary event during the College's 75th Anniversary, the drive has provided more than 1,000 books to young readers in our area. This year's goal is to collect 100 books to be donated to King Elementary School, one for each kindergartner. For many of these children, the book they receive through this drive is the first they've ever owned. Supporters can purchase *The Cat in the Hat* for \$6.85 each and will receive a nameplate to personalize their donation. Books will be collected February 16-27 and then presented to King kindergartners on March 2 (Read Across America Day). (AS)
- Director of Security Ken Pacheco participated in two Journalism 101 mock press conferences this quarter. Through these conferences students learn how to pose questions to high ranking officials, ask follow up questions, and verify facts provided to them by the speaker. (AS)
- Diana Jaramillo, Associate Director of Advising offered Faculty Advisor Training on January 29. This training introduced faculty to key advising resources and made them eligible for the faculty advising stipend. (SA)

- Education Planners for Health Occupations and Education Programs Kira Freed, Carmen Roman, and Tasaday Turner attended a virtual webinar offered by the American Association of Medical Colleges (AAMC) on January 29. The webinar was intended for pre-health advisors as well as pre-medicine students to learn more about medical school application processes, testing requirements, financial resources, and more. The webinar also provided an open forum for questions and answers from specialists with AAMC. This professional development opportunity enhanced the advisor's understanding of the medical school admissions process and informed them of resources available to students. (SA)
- Craig Ebersole joined the Career Services staff on January 28 in the role of Financial Literacy Coach. As part of the Working Families Success Network Grant, Craig will be developing resources and programs and working with students one-on-one to increase financial literacy at Clark College. (SA)
- Patrick Willis, Career Services advisor, presented on STEM career opportunities and services available to students and departments at the STEM Colloquium on "STEM Career Exploration" on January 27. (SA)
- The Veterans Resource Center hosted a Veteran Success Workshop on January 13. Shirley Schwartz, the Scholarship/Stewardship Manager at Clark's Foundation, and Lizette Drennan, Clark's Outreach and Scholarship Coordinator, provided a presentation on accessing financial aid and scholarships for student veterans. (SA)
- The ASCC Executive Council, Activities Programming Board, Peer Mentors, Student Ambassadors, and advisors participated in the *First Friday Leadership Development Series – Brain Things*, presented by Transitional Studies Student Success Navigator Leslie Mohlman on February 6. During this session students learned about the effects of stress on the human brain and strategies to adapt the brain's fight or flight response. (SA)
- Student Life and ASCC partnered to host the winter quarter Student Involvement Fair on January 14. The event offered students information on how to engage in ASCC clubs and programs, as well as become familiar with the many resources and services available to them. There were 34 clubs, programs and resources in attendance, serving approximately 150 students. (SA)
- The college community was invited to take part in improving our current draft of the 2015-2020 Strategic Plan by attending one of six college forums that were offered between January 20 and January 26.

In addition, more than 1,100 community leaders and other community members received an email from President Knight with the draft strategic plan inviting them to comment on the current draft; 88 responses were received. More than four in five community respondents strongly agree or agree with the statement, "The Clark College DRAFT 2015-2020 Strategic Plan identifies clear direction that is aligned with the needs of our community." (P&E)

- The overall Fall 2014 to Winter 2015 retention rate for first-term, degree-seeking students was 84%.
 - Running Start students had a higher retention rate (93%) compared to Non-Running Start students (75%). 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 (83%) compared to students who did not take College Essentials (73%). 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 84%. (P&E)

- The Diversity Outreach Manager, Dolly England, represented Clark College at the South Puget Sound Higher Education Diversity Partnership training entitled “Understanding Racial Stereotypes & Strategies for Mitigating Stereotype Threat” on February 4, 2015. (ODE)

- The Diversity Outreach Coordinator, Rosalba Pitkin, represented Clark College at the NO MORE SUMMIT. This summit was planned by Northwest Cave and LULAC (League of United Latin American Citizens) organizations. During the event, a panel of people who have suffered violence and exploitation gave their testimonies about this problem in Washington State. Resources focused on safety for women, children, and LGBTQ communities, and domestic violence survivors were available for the community. (ODE)

- Administrative Assistant 4 for the Office of Diversity and Equity and Clark College Social Justice Leadership Institute (SJLI) representative, Roslyn Guerrero, attended the third training of the Social Justice Leadership Institute on January 23, 2015. The training focused on ways for community colleges to avoid creating unequal practices relating to budget management, policy development, and student achievement. (ODE)

- Administrative Assistant 4 for the Office of Diversity and Equity, Roslyn Guerrero, represented Clark College at the Engaging in Promising Practices Conference sponsored by the Asian American Native American Pacific Islanders Serving Institutions (AANAPISI). The conference focused on culturally responsive teaching and learning, transformative curriculum and pedagogy, student engagement and development, assessment/measurements of promising practices and cross-campus collaborations and community-based partnership for our Asian and Southeast Asian American, Pacific Islanders, and Native Alaskan population. (ODE)

EXPAND ACCESS

EXPAND ACCESS

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

- Mechatronics faculty members Chris Lewis and Ken Luchini, along with Grant Writer Lori Silverman and Dean Genevieve Howard, attended the Mentor Connect: Leadership Development and Outreach Initiative for ATE Conference in St. Petersburg Florida at the end of January. Clark College has been selected to participate in the Mentor Connect program, which aims to assist colleges in the development of proposals for National Science Foundation (NSF) Advanced Training Education (ATE) grants and navigating the NSF system. Clark College's proposal is the development of online and hybrid versions of our existing Mechatronics courses. Offering classes in alternate modalities will expand access to many students in our rural service district, as well as, provide regional employers with a much needed workforce. Successful completion of this proposal will greatly enhance the College's chances of securing additional grant funding through the NSF. (OOI)
- On January 15, 2015, Clark hosted the Evergreen School District Principle of Engineering design competition. Keith Stansbury and Tina Barsotti, along with engineering students, served as judges for the event. In addition, Keith Stansbury gave an inspiring talk to the students before judging began. (OOI)
- Starting February 2, Clark NERD Girls and faculty members Tina Barsotti, Erin Harwood, and Rosa Grajczyk began the five-week STEM camp at Harney Elementary. There are 28 fourth and fifth graders participating. Students have learned how to make seed paper from all recycled materials this week and they can hardly wait until the next activity – volcano! (OOI)
- On Saturday, February 7, the Battle Ground school district held its third annual Southwest Washington Math Challenge at Chief Umtuch Middle School. Students from grades five through eight participated in events, games, and challenging math questions. Prior to the competition, adjunct faculty Teri Miller wrote six sets of ten questions per grade (that's 240 questions). Teri then had students from her Math for Elementary Educators class carefully proofread the questions. During the competition, Clark College math students Stephanie Dragut, Joshua Bizer, and Will Matthews assisted adjunct faculty Teri Miller, Diana Coatney, and Marci Bohac in scoring Mental Math competition, Individual Test, and Team Test. (OOI)
- A most important day is coming up soon. Every year, on March 14, the world celebrates Pi day. If you recall, Pi is the number that is achieved when the circumference of a circle is divided by its diameter. It is the irrational number 3.1415926... However, this Pi Day will be the only Pi Day this century that will include the year (3/14/15 – 3.1415...)! Math faculty Kay Barnhill and Paul Casillas thought it would be fun for all of the faculty and students to participate in the Pi Project this year.

<http://www.thepiproject.org/> The Pi Project seeks to create a ribbon of fabric squares where someone has drawn a stylized number on each square of fabric. The squares are then sewn together and will be displayed at the Kiggins Theatre in downtown Vancouver. Students, faculty, and staff are encouraged to stop by the math bulletin board to design and decorate a square with a number. (OOI)

- Clark Libraries and Faculty Development continue to provide a forum for exploring and implementing the use of Open Educational Resources (OER) through a Faculty Learning Community that meets monthly. On Friday, February 6, Emmah Ferguson, ASCC President, and Sarah Swift, ASCC Vice-President, attended Open Friday to discuss Open Educational Resources from a student perspective, including how this initiative can support the student legislative action agenda. The group also reviewed the results from a survey of the students enrolled in three OER courses during fall quarter.

Clark was recently awarded a \$3,000 Library as Open Education Leader collaboration mini-grant funded by the WA Office of the Secretary of State and Institute of Museum and Library Services. The grant will support the work of Biology faculty in adopting open source learning materials, specifically for BIOL& 160 – General Biology. Librarian Kim Olson-Charles will work with the Biology faculty on this project. (OOI)

- As of winter quarter, Day 10 Clark eLearning offerings are 95% filled. There are 258 sections (74 hybrid, 184 online), 137 unique courses (49 hybrid, 96 online, eight offered both in hybrid and online modality). (OOI)
- The Bookstore's year-to-date sales through January 2015 are down by 5% compared to the same period last year. Results are in line with targeted expectations and enrollment trends. Transactions in the store are also down 6% year-to-date. (AS)
- Mike Shingle, Educational Planner, hosted a drop-in orientation and registration support session for new ABE/GED students on January 5. This session provided a last-minute orientation experience for students who were recently admitted in an effort to position them for a successful start at Clark. (SA)
- Advising Services hosted the SBCTC's Baccalaureate and Community and Technical College Transfer Group (BACC/CTC) Winter Transfer Fair on January 15 and coordinated by Academic Advisor Joe Jenkins. This event was attended by over 20 baccalaureate institutions allowed students to make contact with transfer institutions. (SA)
- 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)
- Kira Freed, Educational Planner for Health Occupations and Education Programs, met with students from the Transitional Studies Fast Track class on January 22 to share program information about students' areas of interest. (SA)

- Patrick Willis, Career Services Advisor, collaborated on the Student Success Workshop “Undecided about your Major” and also presented an “Undecided about your Major” workshop specifically for Running Start students on February 11. (SA)
- The Veterans Resource Center started a textbook loan process to help student veterans. Students can donate textbooks they are no longer using to the VRC who will then loan them to veteran students in need. The VRC has collected over 30 books to date. (SA)
- Enrollment Services recruiting staff conducted six recruitment/outreach visits in January to Union High School’s College and Career Fair, Clark County Skills Center Family College Night, and Friends of the Children Opportunities Fair (OR). In addition, they participated in an adult recruitment event at the Central City Concern Education Fair (OR), and met with nConnect and with the Educational Opportunities for Children and Families (EOCF) to discuss potential partnerships. (SA)
- During the month of January, Enrollment Services recruiting staff conducted multiple outreach activities promoting College Goal Washington to high schools, community groups, and organizations. In addition, to promote this event, they staffed a table at the Vancouver Westfield Mall during the first and second week of January. (SA)
- Student Ambassadors conducted 21 individual campus tours, assisting 21 people in January. In addition, they conducted four group tours in January: Gaiser Middle School (30 students on January 13), Ilwaco High School (35 students on January 28), and Wahkiakum High School (12 students on January 30). Each group tour included an admission presentation in addition to their tour. Twenty-five students from the Boys and Girls Club were treated to a scavenger hunt aimed at college access on January 29. (SA)
- Student Ambassadors assisted at the following campus events in January: Running Start Information Night, State of the College and the accompanying food drive, College Goal Washington, and at Union High School’s College & Career Fair. (SA)
- At least 646 people were served in the Welcome Center during the month of January. (SA)
- Clark hosted the annual College Goal Washington event for approximately 200 attendees on January 24. Half-hour information sessions on Financial Aid, Scholarships, College Success, and Aid for Dreamers were offered simultaneously throughout the event. Three computer labs were open and college experts from Clark, WSUV and The International Hospitality and Air Academy were available to assist students with the online college admission application and FAFSA. (SA)
- Workforce Education Services partnered with Advising Services to provide Long Term Educational Planning workshops. The workshops were piloted in Fall quarter with Business and Accounting major students and expanded to serve Business Medical students in winter quarter. The workshops have been a great success and will continue to expand each quarter. (SA)
- Student Enrollment and Completion staff including Miranda Saari, Vanessa Watkins, Gary Kay, Stephon Okibedi, Kelsey DuPere and Colm Joyce visited Portland Community College for a best practices meeting. Items discussed included orientation, high school programs, open houses, information sessions, and transitioning ABE/ESL students to college credit. (SA)

- In January, Workforce Education Services launched an on-line pre-screening tool called Start Next Quarter that will allow students to take a quick survey to help determine their eligibility for support that is available through the Workforce Education Services office. Based on the survey results, students will be invited to sign-up for an information session where they will learn more about the support available through the WES office. Final eligibility will be determined when students meet with a Program Specialist. (SA)
- Shayna Collins, Faculty Counselor and Probationer, reached the 3,000-hour benchmark to become a Licensed Mental Health Counselor (LMHC) in the State of Washington. This is a significant professional milestone and will serve our students very well. Shayna became a Nationally Board Certified Counselor (NBCC) in 2009. (SA)
- Joshua Groesz, Faculty Counselor and Probationer, passed his national board exam to become a Nationally Board Certified Counselor (NBCC). (SA)
- Bevyn Rowland, Faculty Counselor and Probationer, completed her licensure as a clinical psychologist for the State of Washington. This is a significant professional milestone that required 350+ hours of time invested outside of the tenure process. (SA)
- Communications & Marketing and IT Services are continuing efforts to build websites and applications that are accessible to people of all physical abilities. In January, WebAIM, a non-profit organization that provides web accessibility solutions and training based out of Utah State University, conducted a review of the Clark College website, and provided a detailed report of recommended accessibility improvements which are currently being addressed. In addition, staff members Jason Wiscarson from IT Services and Chris Concannon from Communication Marketing, along with Jon Pielaet of Disability Support Services, all received training to help build their skills in developing accessible web based technology for students, faculty, and staff. (C&M)
- Diversity Outreach Coordinator, Rosalba Pitkin, together with the Financial Aid-Program Specialist, Lizette Drennan, and a member from WSU-V Student Affairs, Leslie Melchor, gave a presentation at the College Goal Washington on January 24, 2015 at Clark College. They gave three presentations to prospective students and their parents in English and Spanish about how to pay for college and financial resources for DREAMers –WASFA (Washington Application for State Financial Aid). The event was well attended; people were eager to learn about financial options at Clark College and WSU-V. About 30 prospective students were in attendance. (ODE)

FOSTER A DIVERSE COLLEGE COMMUNITY

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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

- On January 26, the Instructional Planning Team approved the Power, Privilege, and Inequity academic certificate. The coursework in this certificate helps students critically analyze power, privilege, and inequity as core organizing principles in the United States. Thanks to Dian Ulner, Debi Jenkins, Carlos Castro, and Kathy Bobula for developing this certificate program. (OOI)
- On January 27, the STEM Unit held its quarterly STEM Colloquium, a professional development opportunity for the STEM faculty and staff. Patrick Willis, Career Services, presented on the topic of STEM Career Exploration. He discussed available STEM occupations, and the employment outlook and earning potential for our students after they complete education requirements. Patrick also shared what's trending for job prospects, providing a look at current labor market statistics and what that means for the future. He also shared information about Career Services and the connections they can provide for our students. (OOI)
- On February 6, Peter G. Williams, Dean of STEM, and Charlene Montierth, Chair of the Earth and Environmental Science Department, hosted a discussion with 12 faculty and staff on Sustainability in the Curriculum. Curriculum Development is one of the goals of the Clark College 2014-2015 Environmental Sustainability Plan. One of the action items from the meeting is to conduct an assessment of current sustainability in the curriculum practices campus wide. There was also a suggestion to have a workshop on sustainability in the curriculum at the Faculty Fall Focus. (OOI)
- Catharine Keane, Career Services Program Manager, presented "Keeping a Job" at the Vancouver School District Gateway to Adult Transition Education (GATE) program offices on January 29. Twenty special needs students ages 18-21 and three staff members attended. (SA)
- Ten students and two chaperones from Nihon Fukushi University (NFU) in Japan are participating in a two-week study and culture program at Clark College from February 8-21. These students will study English in the morning and participate in afternoon activities including Asian Heritage Night at a Blazers game, meeting the Mayor of Vancouver, visiting Fort Vancouver, Fort Vancouver High School and a local assisted care center. The Clark College Japanese language program takes local students to NFU every other year. This is the first year Clark has hosted students from NFU. (SA)
- Three Clark College students, along with other Washington State community college students, will travel with Clark's Communications instructor David Kosloski, to Florence, Italy from April 2-June 12. Students will earn 15 credits for the 10-week spring term as part of the WA State Community College Consortium for Study Abroad Program. (SA)

- Jody Shulnak, International Student Recruitment and Outreach Manager, and Nguyen Huynh, International Program Specialist, just returned from Vietnam where they represented Clark College at the US State Department Education USA recruiting fair and met with prospective students and agents. Jody also participated in Education USA recruiting fairs in Thailand, Malaysia, Myanmar, Cambodia and Brunei. (SA)
- International Programs launched the new Conversation Café program on January 15 to provide a relaxed and supportive environment for international students to practice English. International and local students participate in the Café and OIP (Office of International Programs) staff members facilitate the conversations. The Café is scheduled bi-weekly in the International Programs office. (SA)
- Shayna Collins, Faculty Counselor, and Felisciana Peralta, Multicultural Retention Manager, facilitated training to Student Affairs staff at their quarterly meeting on January 23. The training focused on Communication and Critical Conversation and how to engage in constructive conversation regarding conflict, especially with diverse populations. (SA)
- Dr. Andy Job, Assistant Professor at Portland State University, facilitated “Working with Diverse Teams and Personalities” training to the Student Affairs Leadership Team on January 14. Staff discussed the stages, benefits, challenges, and decision making of team dynamics. (SA)
- The Diversity Outreach Coordinator, Rosalba Pitkin, recorded a Spanish advertisement for the College Goal Washington event on January 15, 2015 at a radio station in Portland OR. The Spanish advertisement ran for a week before the event. (ODE)
- The Diversity Outreach Coordinator, Rosalba Pitkin, gave a presentation to 60 students and community members about President Obama’s Executive Order and DREAMers on January 14, 2015 at Clark College. This presentation highlighted changes in the Deferred Action for Childhood Arrivals (DACA) and Deferred Action for Parents of Americans (DAPA). (ODE)
- The MLK Planning Committee and the Office of Diversity and Equity hosted the annual Martin Luther King Celebration at Clark College on January 21, 2015. The speaker for the event was Aaron Reader, who is a spoken word artist. The event was attend by over 200 students, staff, faculty, and community members. (ODE)
- The Office of Diversity and Equity attended the fifth Annual MLK Breakfast hosted by Mosaic Blueprint and sponsored by Clark College’s Community Wide Diversity Event Grant on January 17, 2015. The speakers for the event were Vancouver Chief of Police James McElvain, Dr. Daymond Glenn and musical performances. One of the Master of Ceremonies was Multicultural Retention Manager, Felisciana Peralta. There were over 200 community members, Clark College staff, and dignitaries in attendance. (ODE)
- Multicultural Retention Manager, Felisciana Peralta, and faculty counsellor Shayna Collins, gave a presentation on “Communication and Critical Conversation” to the Student Affairs all-staff meeting on January 23, 2015. The training focused on how participants can engage in constructive conversation regarding conflict, especially with diverse populations. (ODE)

- The Diversity Outreach Coordinator, Rosalba Pitkin, and Multicultural Retention Manager, Felisciana Peralta, presented DREAMers 102 to 17 faculty and staff on February 3, 2015. The presentation provided information on how to work effectively with DREAMers, provided scenarios for the participants to work through in groups and gave updates on the legislation that will influence Clark College students. (ODE)
- The Multicultural Student Affairs Program hosted the Winter 2015 Student of Color Luncheon on February 4, 2015. The speaker for the event was Student Success Retention Manager, Dr. De'Sha Wolf. The event was attended by 85 students, faculty, staff, and community members. (ODE)
- Multicultural Retention Manager, Felisciana Peralta represented Clark College at the Oregon Student Success and Retention Conference on February 5-6, 2015. Felisciana and SBCTC staff member Edward Esparza gave a presentation titled, DREAMers-Creating Access through System Partnerships to over forty conference participants. (ODE)

RESPOND TO WORKFORCE NEEDS

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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

- The Clark Aerospace team completed their most recent design documentation milestone and submitted it to NASA on January 16, 2015. This requirement is a complete documentation of their design – the Critical Design Review. The team received a full funding request from ASCC and is now poised to construct and program the launch vehicle and Autonomous Ground Support Equipment over the coming month and a half. This is the most ambitious project ever attempted by Clark Aerospace students, and they are doing a stellar job. (OOI)
- A new version of Summit, the system that allows for Orbis Cascade Alliance (a consortium of libraries in the Northwestern U.S.) library borrowing, was implemented on January 20. This is part of the on-going transition from individual library management systems to a shared library system for the Orbis Cascade consortium. (OOI)
- Edie Blakely, Director of Career Services, and Brianna Lisenbee, Career Services Employer Relations Program Specialist, attended the Career and Technical Education (CTE) Consortium General Advisory Committee meeting at Evergreen School District on January 29. CTE education needs were discussed. Partnerships were made with local school districts and employers with the purpose of strengthening relationships to align K-12 programs, industry, and post-secondary needs. (SA)
- Brianna Lisenbee, Career Services Employer Relations Program Specialist, spoke and/or met with various local companies (e.g. Ascentec Engineering, Miller Nash Graham & Dunn, Farmers Insurance, King’s Cross Automotive and Kaiser Permanente) to create partnerships and opportunities for Clark College students. (SA)
- Catharine Keane, Career Services Program Manager, provided a *30-Clicks* presentation on “Social Media and your Job Search” to fifteen members of faculty, staff and students at Columbia Tech Center on February 4. (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;
 - 3) links all of the employment and career information with the educational opportunities offered at Clark College.

As people explore available positions for hire, 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)

- Customized Learning and Development is partnering with Spokane Community College to deliver a Jobs Skills Program (JSP) grant for Franz Bakery. Clark College will receive \$35,025 to provide 84 hours of training to 59 employees in a variety of topics, including Microsoft Office platform, Professional Communication and Supervisory Skills. (ECD)
- The Columbian newspaper published an article on January 29, 2015 regarding the name change of Clark College Economic and Community Development (ECD). The article highlighted ECD's evolving role in the community and the region. The Vancouver Business Journal (VBJ) also published an article announcing ECD's name change on January 23, 2015. (ECD)
- Customized Learning and Development staff collaborated with regional partners on a number of levels over the past month including supporting the Leadership Clark County trip to Olympia to meet with elected officials and serving as a session lead for Diversity and Inclusion training. In addition, Customized Learning and Professional Development met with WorkSource to discuss an increase in training partnerships for long-term unemployed workers. Michelle Giovannozzi, Director of Economic Development and Partnerships, served as a discussion facilitator for an Apprenticeship Industry meeting for the Southwest Washington Workforce Development Council, to evaluate advanced manufacturing, healthcare and IT employer needs and commitment for the American Apprenticeship Initiative grant. Michelle also attended the quarterly Healthcare Employee Education and Training (HEET) grant meeting at South Seattle Community College, to discuss the development of a statewide Patient Navigation and Advocacy program in conjunction with Clark's BMed (Business Technology Medical Office) department. (ECD)
- The Economic and Community Development team met with the following organizations and attended events to promote the College:
 - Met with the Vancouver Housing Authority (VHA) to investigate the creation of a new Federally Qualified Health Center clinic, in a VHA housing complex, focused on serving low-income Medicaid patients.
 - Met with Jeanne Bennett, Executive Director of the Southwest Washington Workforce Development Council (SWWDC), to discuss partnerships between the two organizations.
 - Attended Columbia River Economic Development Council (CREDC) executive lunch with Tesoro Chairman, President, and CEO Greg Goff and Savage Chairman and CEO Allen Alexander.
 - Met with Portland Community College (PCC) Vice President Sylvia Kelley, to discuss a National Science Foundation (NSF) grant partnership.
 - Attended meetings of the Southwest Washington Regional Health Alliance (RHA) Board of Directors in support of education in healthcare.
 - Conducted employer visits with Ascentec, Bakeworks, Cadet Manufacturing, Celestica, ICD Coating, Kuni Automotive, Mid-Columbia Medical Center, Northwest Paper Box and SEH America Stardust to discuss training needs. (ECD)

- The Diversity Outreach Coordinator, Rosalba Pitkin, attended the third Annual Latin Women Night at Portland State University. Las Mujeres, a PSU program, focuses on supporting educational programs in southwest Washington and the Portland metro area, as well as extending educational opportunities for Latino families. There were over 300 people in attendance. (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

- Emergency Management staff have made the college-wide COOP (Continuity of Operations Plan) a top priority and as a result, tremendous progress has been made in the last two months. In November 2014, 40% of the 31 departments required to complete plans had submitted their portion of the COOP plan. As of February, 70% are complete. Meetings have been scheduled with departments who have yet to finish. (AS)
- Emergency Management organized and executed a lockdown exercise at the main campus on January 22. The post-exercise survey indicated that the vast majority of the college community felt prepared for the exercise. Respondents indicated they would like to see improved mass communication capability in common areas and the exterior grounds, including parking lots. Additionally, a number of respondents requested more exercises and training. (AS)
- During the January 22 lockdown exercise, we experienced failures in two of our mass communication systems: Informacast (used to communicate messages over the phone system) and Alertus (used to communicate over computers). IT has been working diligently to correct these errors. Informacast is back up and operational; work continues on Alertus. Both systems are expected to be ready for our spring evacuation drills. (AS)
- Environmental Health and Safety (EHS) staff conducted an asbestos awareness training for Facilities Services staff at their monthly safety meeting in January. In addition, EHS staff conducted cart training for three employees and facilitated the SW WA Clean Air Agency's annual inspection of our natural gas equipment. (AS)
- In March and April EHS staff will be conducting reassessments of safety findings identified during last summer/fall's initial inspections. All findings are expected to be corrected by June 30. (AS)
- The Employee Safety Committee Tobacco-Free Sub-Committee has created two new tobacco-free awareness posters and flyers that will be available in highly visible areas beginning winter quarter. (AS)
- The aerial below shows progress in STEM's construction through about the end of January. To orient yourself, the T Building is at the top, Ft. Vancouver Way is to the left, and Fourth Plain is visible on the right.

The green area on the left side of the construction site is the vapor barrier for the basement slab on grade. On the right are the forms for the main concrete shearwall running down the center of the west of the building, and the second floor walls for the west stairwell. Concrete was poured after this picture was taken.

The east stairwell first floor walls are at the left of the basement, and the elevator shaft is at the upper right corner of the basement. The sloping retaining wall to the right of the basement will be backfilled from the right (west) side. The second floor slab on grade will be poured after the second floor footings and columns are in place. The main entrance will be on the south (upper left) side of the basement, where we'll pour another slab on grade.

- Other major upcoming construction steps include:
 - At the upper left, just south of the entrance to the Green One parking lot, we will install a major underground bore across Ft. Vancouver Way to install hydronic and irrigation lines from the Central Mechanical Building to valve vaults near the T Building. These lines will run north, parallel to Ft. Vancouver Way, and will enter STEM in the wall next to the east stairwell.
 - The sanitary sewer line will come out of the building at this same wall to the sidewalk at Ft. Vancouver Way, then run north until it turns out into the street and connects to a main line the middle of the intersection with Fourth Plain.
 - The new main domestic waterline ties into the existing water line to the right (west) of the Foundation building and runs along the north side of the building to enter the basement at the same wall next to the east stairwell. (AS)



- All college employees were 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. The college received the highest number of responses in 2015 (n= 658) compared to 2011 (n=632) and 2013 (n=603). The increase in response is most likely attributable to the:
 - 1) marketing and solicitation for participation recommendations of College Council;
 - 2) the support of the unions' leadership teams;
 - 3) the support of college leaders. (P&E)
- Susan Maxwell, Research, Reporting and Data Integrity Professional, has been assigned to the ctclink project director role. Six teams have been formed consisting of one implementation team and five work teams: Technical & Security, Communication, Alignment, Training, and Go Live. Each team is developing a work plan by March 13, 2015. Members of all teams form the advisory group that meets monthly. The Go-Live date for ctclink has been postponed. No new date has been set. (P&E)
- Clark College was selected to work with a U.S. National Science Foundation (NSF) mentor to develop and submit a grant proposal for an Advanced Technology Education (ATE) Small Grant in the area of mechatronics. Specifically, the proposal would increase student access to mechatronics technician education in rural areas within the service district. The proposal is due in October 2015 and the process in the highly competitive.

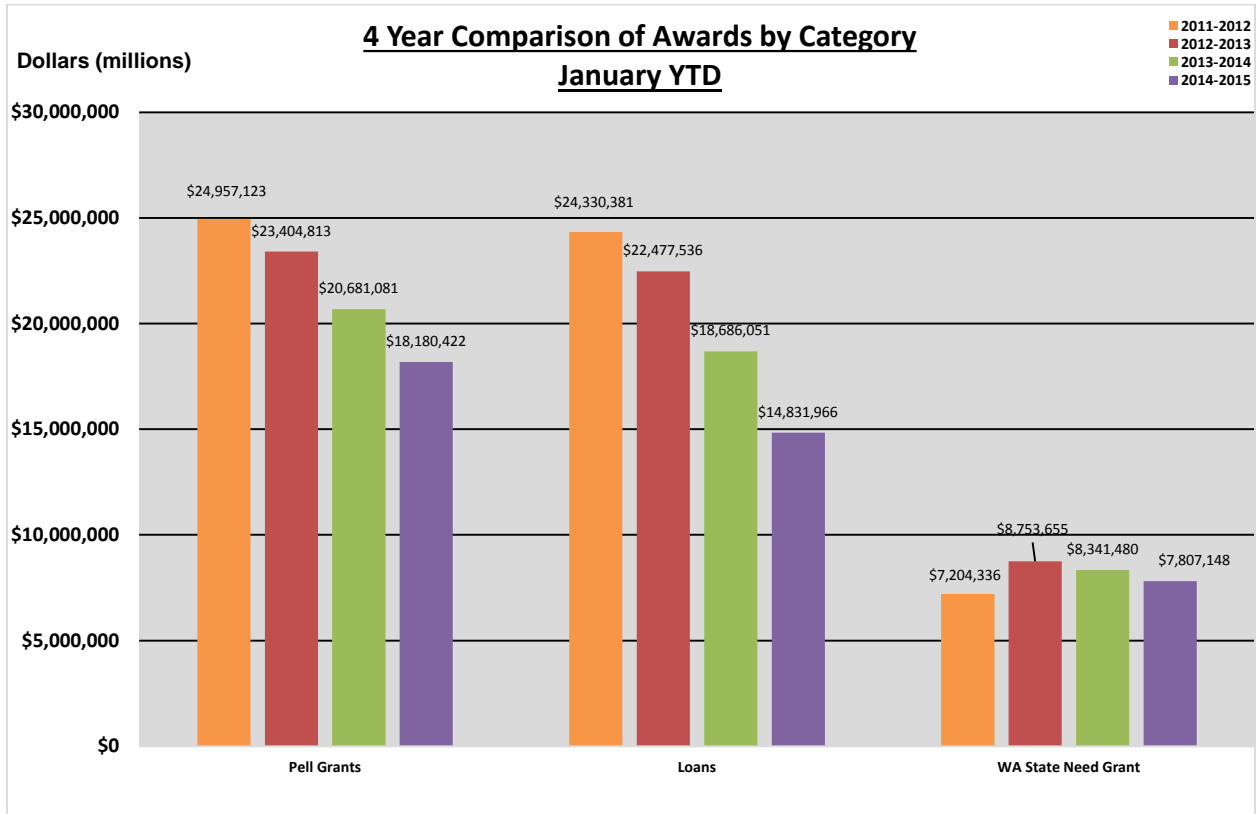
The fact that Clark College is a member of the MentorConnect program increases the college's likelihood of receiving the first NSF-ATE Small Grant and also increases the college's ability and capacity to be successful with other NSF-ATE type grant proposals. (P&E)

- On February 5, 2015, Lynn Lagreid, Program Coordinator of the Creative Retirement Institute of Edmonds Community College, traveled to Vancouver to meet with Economic & Community Development (ECD) Program Manager Jennifer Ward, for a one-day training on the CampusCE registration and student management system. Jennifer has been recognized as a leader among community colleges in the use of CampusCE and is often looked to for training and support. The Edmonds Continuing Education program is currently using CampusCE and is looking to incorporate the Creative Retirement program into the system. Edmonds CC is scheduled in Wave 2 of the ctclink deployment, which will not take place until May 2016. (ECD)
- On January 29, 2015, Economic and Community Development (ECD) hosted an open house for its instructors. Twenty-six instructors attended. The focus was to unveil the new ECD name, branding and launch of the new ECD website. Instructors were invited to participate in a hands-on demonstration of how to navigate the new ECD website, led by Program Assistant Marian Choquer and Director of Professional and Personal Development Bonnie Peterson. This was followed by a question and answer session led by Associate Vice President Kevin Witte and Continuing Education Program Manager Tracy Reilly Kelly. The Open House also gave instructors an opportunity to meet ECD staff and network with other instructors. (ECD)

- IT Services has completed the conversion of the campus data network over to a new fiber infrastructure and are nearly complete with the conversion of the HVAC and Fire/Life/Safety conversion. This new fiber infrastructure brings data network connection speeds between all buildings up to 10 GB, 10 times the old speed. The new fiber system has the capability to support data transfer speeds regardless of what that may be, for the life of the system and we should expect it to last the College for the next 20 to 25 years. (ITS)
- Communications & Marketing completed a new website for Economic and Community Development. The new site, which was launched in conjunction with the name and branding change, is on the same content management platform as the Clark.edu site and ECD staff have been trained on how to update and manage their own content. (C&M)

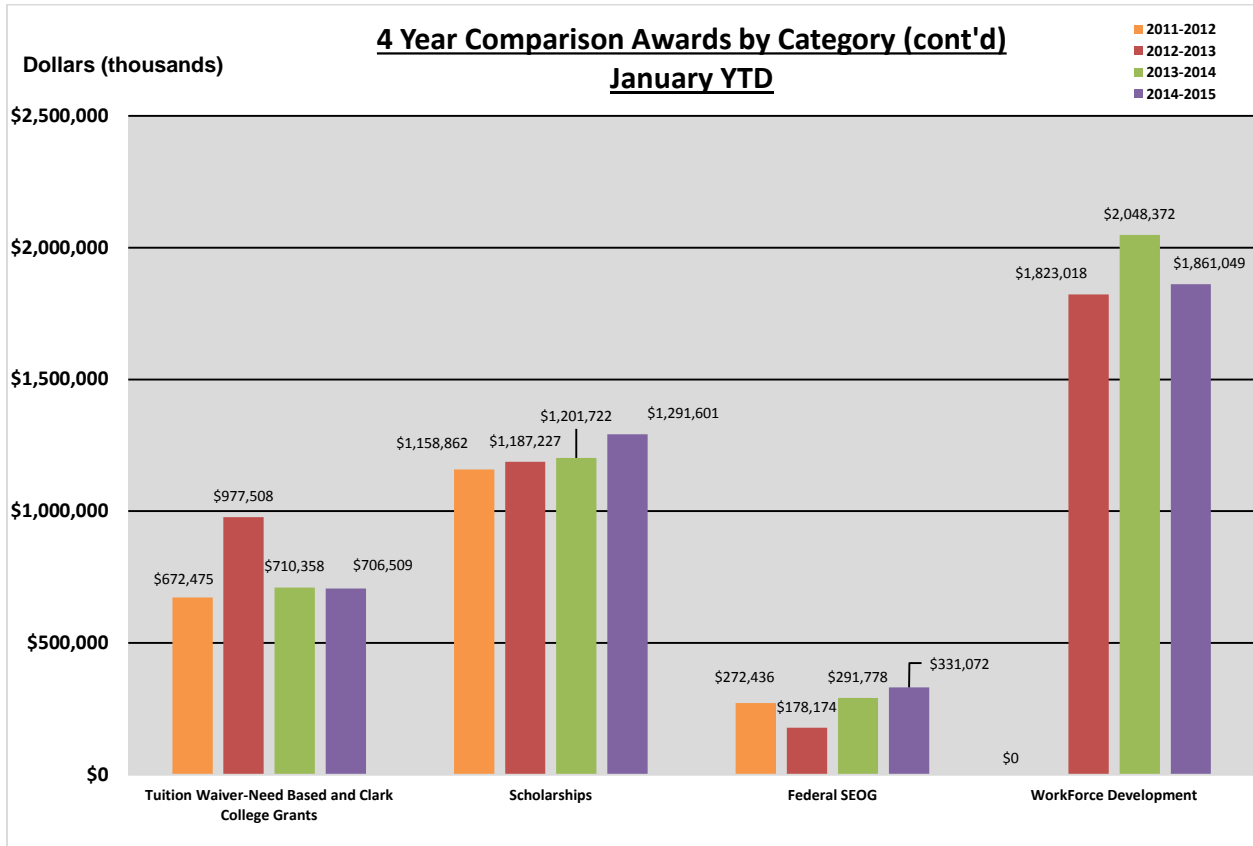
STATISTICS

STATISTICS (PAGE 1)



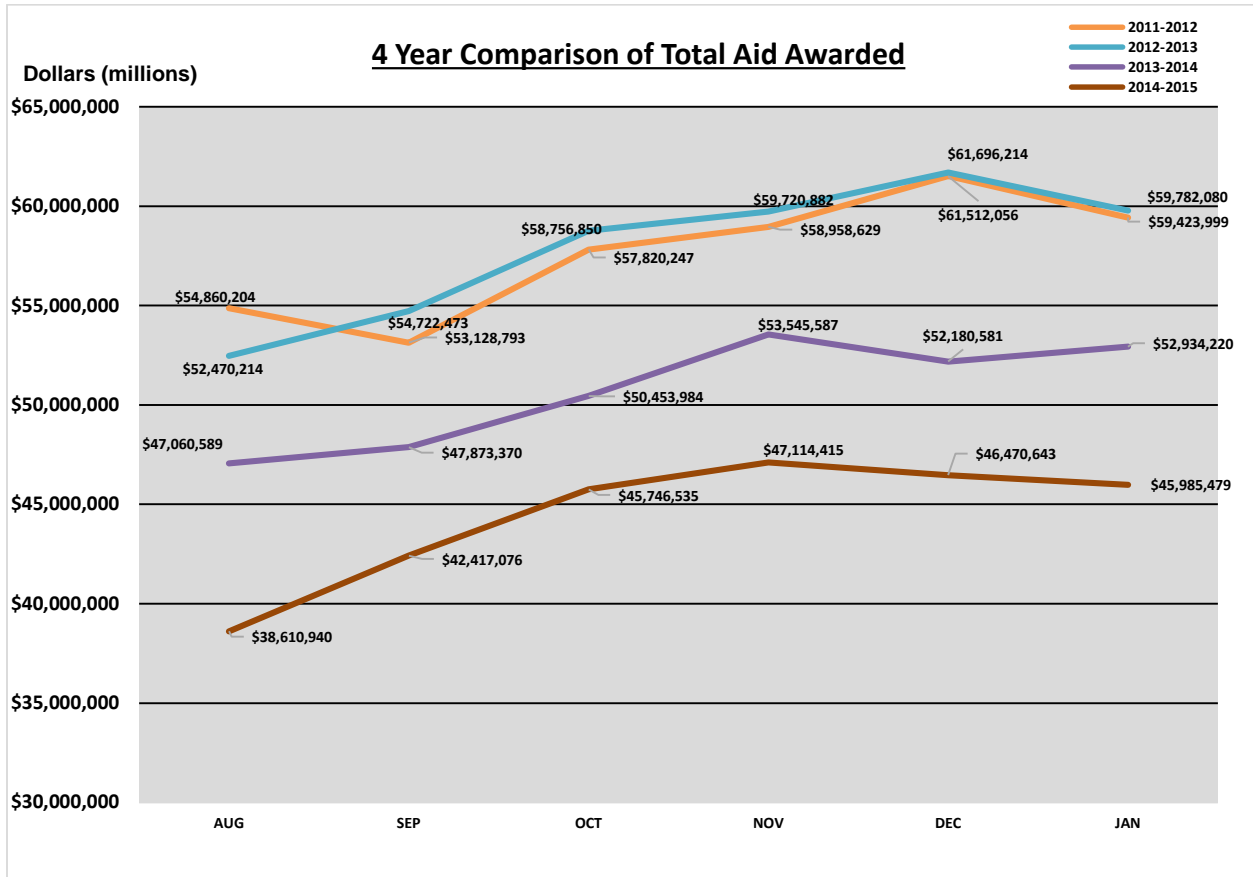
Note: WA State Need Grant includes College Bound Scholarships

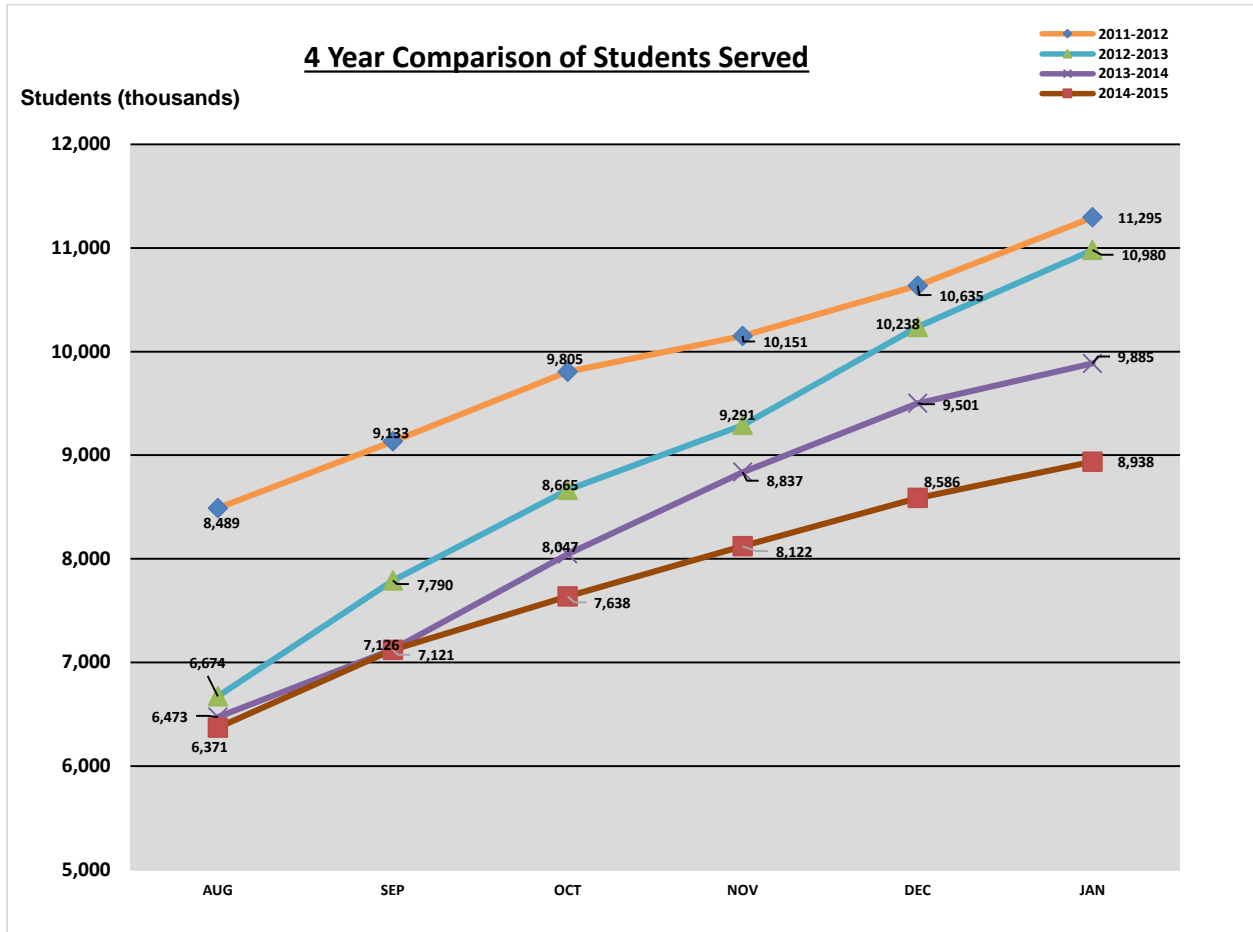
STATISTICS (PAGE 2)



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

STATISTICS (PAGE 3)





Clark College - Budget Status Report January 31, 2015

Sources of Funds (Revenues)	2014-15 Budget	Revenues to Date	Difference	% Budget Received
Operating Accounts				
State Allocation	25,813,315	14,851,741	(10,961,574)	57.5%
Tuition & ABE	19,566,355	15,123,261	(4,443,094)	77.3%
Running Start	7,344,703	3,223,598	(4,121,105)	43.9%
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	2,662,147	(1,476,039)	64.3%
Total Operating Accounts	61,607,074	37,218,829	(24,388,245)	60.4%
Other Accounts				
Grants & Contracts less Running Start	5,681,404	1,578,061	(4,103,343)	27.8%
Internal Support & Agency Funds	1,130,013	783,652	(346,361)	69.3%
ASCC less PUB	1,848,366	1,248,204	(600,162)	67.5%
Bookstore	4,469,634	3,306,423	(1,163,211)	74.0%
Parking	463,861	292,370	(171,491)	63.0%
Auxilliary Services	1,368,170	768,418	(599,752)	56.2%
Financial Aid	49,626,636	30,626,698	(18,999,938)	61.7%
Total Other Accounts	64,588,084	38,603,826	(25,984,258)	59.8%
Total Sources of Funds	126,195,158	75,822,654	(50,372,504)	60.1%

Uses of Funds (Expenses)	2014-15 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
Operating Accounts				
President	812,910	431,607	381,303	53.1%
Associate Vice President of Planning & Effectiveness	449,187	282,118	167,069	62.8%
Special Advisor for Diversity & Equity	370,757	174,619	196,138	47.1%
Vice President of Instruction	37,703,291	18,551,186	19,152,105	49.2%
Vice President of Administrative Services	7,687,041	4,633,610	3,053,431	60.3%
Vice President of Student Affairs	8,127,136	4,671,004	3,456,132	57.5%
Associate Vice President of Corporate & Continuing Ed	1,066,380	504,688	561,692	47.3%
Executive Director of Communications	4,546,340	2,975,398	1,570,942	65.4%
Associate Vice President of Human Resources	844,032	444,974	399,058	52.7%
Bank & credit card fees		147,453	(147,453)	
Total Operating Accounts	61,607,074	32,816,657	28,790,417	53.3%
Other Accounts				
Grants & Contracts less Running Start	5,681,404	2,980,924	2,700,480	52.5%
Internal Support & Agency Funds	1,130,013	855,475	274,538	75.7%
ASCC less PUB	1,848,366	869,251	979,115	47.0%
Bookstore	4,469,634	3,456,555	1,013,079	77.3%
Parking	463,861	230,596	233,265	49.7%
Auxilliary Services	1,368,170	809,599	558,572	59.2%
Financial Aid	49,626,636	31,940,171	17,686,465	64.4%
Total Other Accounts	64,588,084	41,142,570	23,445,514	63.7%
Total Uses of Funds	126,195,158	73,959,227	52,235,931	58.6%
Difference - Excess (Deficiency)	-	1,863,428		
Capital Projects- Expenditures	20,149,089	7,109,564	13,039,525	35.3%

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—FIRST READING



MEMORANDUM

To: Robert K. Knight
President

From: Tim Cook, Ed. D.
Vice President of Instruction

Date: February 11, 2015

Re: Recommendations for Tenure

The Tenure Review Committees have forwarded their tenure recommendations for the following 3rd year tenure-track faculty:

3rd Year Tenure-Track Faculty	RIF Unit
Shayna Collins	COUNSELING/HUMAN DEVELOPMENT
Sunnie Elhart-Johnson	BUSINESS MEDICAL TECHNOLOGY
Helen Martin	BUSINESS TECHNOLOGY
Ethel Reeves	NURSING
Stephanie Robinson	HEALTH OCCUPATIONS
Bevyn Rowland	COUNSELING/HUMAN DEVELOPMENT
Kristi Taylor	DENTAL HYGIENE
Linda Valenzuela	NURSING
Alan Wiest	PHYSICAL EDUCATION
Joan Zoellner	MATHEMATICS

Please note that the tenure support staff are currently drafting and finalizing the winter meeting minutes to be sent for the chair and probationer’s review and signatures. A notation will be included in the binders to identify if there are signatures pending.

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: <p>“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> <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 decide 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, GHL 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