



# CLARK COLLEGE

## BOARD OF TRUSTEES



## **VISION**

Clark College inspires learners to excel, transforms lives, and strengthens our increasingly diverse community.

## **MISSION**

Clark College, in service to the community, guides individuals to achieve their educational and professional goals.

CLARK COLLEGE BOARD OF TRUSTEES

Wednesday, May 27, 2015

Ellis Dunn Room, GHL 213

AGENDA

BOARD WORK SESSION, PUB 258C

4:00-4:55 p.m.

- ◆ Tenure Executive Session 4:00-4:30
- ◆ 2015-2016 ASCC Budget 4:30-4:55

GENERAL MEETING

I. CALL TO ORDER

5:00 P.M.

II. BUSINESS MEETING

A. Review of the Agenda

B. Public Hearing on Revised Code of Student Conduct, Non-discrimination Policy and Grievance Procedure

C. 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.*

D. Action Items—First Reading

- ◆ Consideration of Tenure--**MOTION TO MOVE TO CONSENT FOR JUNE VOTE** Page 33
- ◆ 2015-2016 Sabbatical Requests--**MOTION TO MOVE TO CONSENT FOR JUNE VOTE** Page 34 and Appendix A
- ◆ 2015-2016 ASCC Budget --**MOTION TO MOVE TO CONSENT FOR JUNE VOTE** Page 36 and Appendix B

**Action Items—Consent Agenda--MOTION TO APPROVE CONSENT**

- ◆ Minutes from April 22, 2015 Board of Trustees Meeting Pages 38-43
- ◆ Revised Code of Student Conduct, WAC 132N-125-035 Carry over from April 2015 meeting
- ◆ Revised Discrimination Policy, WAC 132N-300-001 Carry over from April 2015 meeting
- ◆ Revised Grievance Procedure, WAD 132N-300-010 Carry over from April 2015 meeting

E. Constituent Reports

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

F. Statements and Reports from Board Members, *ACT Spring Conference, Trustee Rupley*

G. President's Report

*Student Success Presentation: Romney Kellogg*  
*Faculty Presentation: Bob Hughes, Adam Coleman, Microsoft Technology Associate Certifications*  
*Enrollment Report*

- Academic Excellence Pages 1-7
- Social Equity Pages 8-13
- Economic Vitality Pages 14-19
- Environmental Integrity Pages 20-23
- Statistics Pages 24-31

**III. FUTURE TOPICS**

- ◆ College Safety
- ◆ Facility Plan
- ◆ K-12
- ◆ PPI Certificates
- ◆ Review of College Policies
- ◆ Service Learning
- ◆ Standard 2 Highlights
- ◆ The Changing Face of Our Students

**WATCH LIST**

- ◆ Accreditation
- ◆ GISS Student Completion
- ◆ STEM

**IV. DATE AND PLACE OF FUTURE MEETING**

*The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, June 10, 2015 in the Ellis Dunn Room.*

**V. EXECUTIVE SESSION**

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

**VI. ADJOURNMENT**

*Time and order are approximate and subject to change.*

# ACADEMIC EXCELLENCE

**PRESIDENT'S REPORT  
MAY 2015**

**ACADEMIC EXCELLENCE**

Facilitate student learning by providing the conditions for intellectual growth through scholarship, discovery, application, creativity, and critical thinking.

- Implement and institutionalize practices that increase academic performance, retention, and completion.
- Create and sustain an inclusive and dynamic curriculum and environment that reflect our diverse college community.
- Integrate active learning strategies within and across courses, disciplines, and programs with a global perspective.
- Create and advance accessible, integrated, and technology-enriched learning environments.
- Engage faculty, administrators, and staff in professional development experiences that enhance student learning.
- Align curriculum with learning outcomes and apply outcomes assessment evidence to continually advance student learning.

*Progress*

- Brian McVay, tenure track faculty in the Welding Department, recently passed the American Welding Society's Certified Welding Inspector exam on his first attempt. This certification requires approximately 100 hours of classroom instruction, 200 hours of study time and an extensive exam with a 49% first-time pass rate. (OOI)
- Mike Godson, Automotive Faculty member, is the first person in the country to pass the Automotive Service Excellence's (ASE) new L3 Advanced Hybrid and Electric Vehicle exam. In a response to industry demand, Mike will begin to integrate hybrid and electric curriculum into the Toyota T-TEN Automotive program. (OOI)
- The English Department completed its two-year long project of developing common final assignments, shared readings, and standardized rubrics for ENGL 097 Writing Fundamentals, 098 Writing Fundamentals, ENGL 101 English Composition 1, and ENGL 102 English Composition 2. This project was determined to be a high priority based on the outcomes assessment work of ENGL 101 and 102 over the past few years. (OOI)
- The English Department received approval and funding to adopt the best practice of using computer-assisted instruction in pre-college composition classes to promote student success, retention, and persistence. Beginning in Summer 2015, all pre-college level writing will have designated computer lab time. (OOI)

## ACADEMIC EXCELLENCE

- The Subtext Literary Festival took place the week of May 18, and included the *Phoenix* art and literary journal unveiling and a new English Department student award banquet. The English Department awarded two creative writing students the McCordic Talent Award. Ashlee Nelson and Tim Roduner shared an award of \$500 that goes towards tuition. Both students used the award to enroll in English 275: Advanced Fiction Writing. (OOI)
- Spring 2015, English 275: Advanced Fiction Writing is being offered for the first time as a stand-alone class. Author and screenwriter Jonathan Raymond will be a visiting writer in that class for two weeks. Raymond co-wrote the teleplay for the HBO mini-series *Mildred Pierce*, the novel *The Half-Life*, and the story collection, *Livability*. He also co-wrote the films *Old Joy* and *Wendy and Lucy*, which are based on his short stories. (OOI)
- The Dental Hygiene program hosted the WREB (Western Regional Examining Board) Restorative Examination April 10-12, 2015. Sixty-three candidates tested at Clark. The examiners' comments were positive, saying they "loved the clinic and its organization." Assistants were hired from the Skills Center, and they did a fantastic job. (OOI)
- All senior Dental Hygiene students presented table clinics last month to the dental community. On April 17-18, two students, accompanied by Kristi Taylor, the SADHA (Students of the American Dental Hygienists' Association) advisor, then presented their table clinic/poster and informational session at the Washington State Dental Hygiene Association's Symposium. The Clark students' oil pulling poster session was voted by symposium participants as the most informative. (OOI)
- Dental Hygiene and Nursing have taken the first steps toward inter-professional education. A Nursing student spent 20 hours working with students in the Dental Hygiene department, learning what is involved in Dental Hygiene education, including the many roles of a dental hygienist. The Nursing student assisted the Dental Hygiene students, collaborated when reviewing medical history, worked with students during restorative and dental hygiene scaling and root planing clinics, and pitched in wherever possible. Students commented that they loved the experience and felt a connection between the professions. (OOI)
- The BAS in Applied Management Taskforce presented their program to the State Board of Community and Technical Colleges (SBCTC) on May 6. The Board was impressed with the work the Taskforce has done and commended them on the personal interviews they conducted with employers. (OOI)
- A new Intro to e-Business is being offered this quarter. The class is successfully running at full capacity for Spring Quarter. (OOI)
- Naomi Kay, eLearning Programs Specialist, attended the ITC (Instructional Technology Council) Conference February 18-21. Topics included test proctoring, first year experience for eLearners, retention and eLearning programs. Program innovations included accelerated, intensive and alternative degree offerings. A fun fact: the first "eLearning" correspondence course was offered in 1890! (OOI)

## ACADEMIC EXCELLENCE

- Despite declining enrollment, the number of visits to the tutoring centers remains steady, with some locations seeing a slight increase over last quarter. (OOI)
- Spring enrollment shows that, while overall college FTE has dropped by 4.58%, eLearning FTE has increased 5.66% and now comprises 20% of Clark's FTE. (OOI)
- On Wednesday, April 15, Clark College Libraries hosted Library for You Day. Students, faculty, staff, and the community visited Cannell Library and the CTC iCommons and participated in a variety of activities involving new technology, photos, and a video screening featuring Clark College community members. Four unique videos featuring members of the college community were produced through a partnership between the library's Marketing and Outreach Committee and Communications and Marketing. (<http://library.clark.edu/?q=content/30-clicks-library-videos-screening>) (OOI)
- Clark College continues to make excellent progress in the adoption and application of Quality Matters principles in our eLearning courses. Quality Matters (QM) is a nationally recognized peer review process designed to certify the quality of online courses and components. The QM Rubric is the standard for design of online and blended courses at the college level. Clark has the highest number of completers (95) in Washington State for Quality Matters' Applying the Quality Matters Rubric (APPQMR) workshop. During the 2014-15 academic year, six courses were selected for official QM reviews. Upon completion of the reviews, Clark College will have 43 Quality Matters Recognized Courses, the highest in the state. (OOI)
- 2015 Student Advocacy Seminar Series -- With funding from the Title III Strengthening Institutions grant, the 2015 Student Advocacy Seminar Series began April 21, giving all employees the opportunity to deepen their understanding of research-based strategies and initiatives that are proven to improve student learning. The three-part series includes an interactive session on Integrative Learning, a discussion-based workshop on Power, Privilege, and Inequity, and a final Capstone seminar that incorporates an outcomes-based work plan for each participant. Key organizers include Felis Peralta, Multicultural Student Retention Manager, and Janette Clay, Transitional Studies Learning Communities Manager, with the assistance of faculty members Jill Darley-Vanis (English), Debra Jenkins (Early Childhood Education), Becky Engel (American Sign Language), Ann Fillmore (Outcomes Assessment), Joe Pitkin (Outcomes Assessment), and Diane Ulner (Women's Studies), along with staff members Kanna Hudson (Planning and Effectiveness), Heather White (Disability Support Services), Julie Robertson (Planning and Effectiveness), and Lorraine Browne-Leedy (Teaching and Learning Center). The series runs once per week from April through July. (OOI)
- Diana Jaramillo, Associate Director of Advising, offered Faculty Advisor Training on April 15-16. These opportunities provided faculty with the training needed to begin or continue providing advising services to Clark students, with a focus on key resources, referral opportunities, and development of the education plan. Attendance at this training satisfies the annual training requirement for faculty advisors. (SA)

## ACADEMIC EXCELLENCE

- Educational Planners Wende Fisher and Brittany Brist attended the Effective Communication Skills for Managers workshop on March 31. The workshop provided information on ways to communicate with colleagues when it comes to supervisor/supervisee relationships. (SA)
- Craig Ebersole, Financial Literacy Coach, staffed a financial literacy booth at Clark's Career Fair on April 29. Students were informed about the new financial services offered through Clark and our upcoming workshops. The day after the fair Clark hosted a Cash Flow Game Night, in celebration of Financial Literacy Month, during which students and Clark alumni learned budgeting and investing strategies for achieving their financial goals. (SA)
- Trisha Haakonstadt, Health e-Workforce Consortium Student Navigator, collected intake data from new students enrolled in the Nursing program for the 2015 winter quarter and created individual student success plans for each student based on barriers and concerns that were listed. These will be used as a guide for coaching topics, and individual meetings throughout Nursing program completion. Trisha also collaborated with Cannell Library to offer an APA Format workshop to 25 Nursing students on May 5. The workshop discussed ways to prevent plagiarism and as a result would increase retention in the program. (SA)
- Catharine Keane, Career Services Program Manager, and Patrick Willis, Career Services Career Advisor, successfully completed training and examinations presented by the Myers-Briggs Foundation on May 5-8 required to become Certified Practitioners of the Myers-Briggs Type Indicator (MBTI) Step I and Step II Instruments. The "Career Report" MBTI version of instrument, the world's most widely used personality assessment, is offered to students and community members through Clark College Career Services and HDEV courses as a tool to assist with career transition and plan career development strategies and action steps. (SA)
- The ASCC Executive Council, Activities Programming Board, Peer Mentors, Pathway Peer Mentors, Student Ambassadors, and their respective advisors participated in the First Friday Leadership Development Series-Leadership Panel on May 1. Panel members included Vice President of Administrative Services Bob Williamson, Dean of Workforce, Career and Technical Education Genevieve Howard, and Interim Associate Dean of Enrollment Management Colman Joyce. The panel was presented with prepared questions and questions from the student audience that provided an opportunity for them to share their individual leadership journeys and experiences. This educational session provides students different pictures and perspectives of leadership that help form their future direction. (SA)
- Jami Fordyce and Stephon Okibedi, Student Recruiters, conducted recruitment/outreach visits in April to the Stevenson High School Education Fair, the Title VII American Indian Education Program at Burton Elementary School, Skyview High School's Honors Celebration, HeLa High School, Grant High School (OR), and they represented Clark College at the Pacific Northwest Association for College Admission Counseling (PNACAC) College Fair. In addition, the student recruiters continue to hold information sessions at the Clark County Library. (SA)

## ACADEMIC EXCELLENCE

- Jami Fordyce, Student Recruiter, and Emily Melgoza, Enrollment Services, attended the Southwest Washington Community Summit on College Access at WSU-V on April 24. This event was sponsored by 16 area organizations that seek to answer the questions: “What things make access to college difficult to achieve?” and “What things – big and small – can we do to overcome them?” The goal was for participants to leave the summit with actionable things they could do to improve college access. (SA)
- Clark College hosted the Washington Council’s College Planning Day on April 2. This event provides an opportunity for students to learn about Washington State’s options for higher education. Eight high schools brought 250 students who were able to meet with representatives from 15 colleges. In addition, the participants received Financial Aid and Dreamers/WAFSE presentations. (SA)
- Enrollment Services hosted a well-attended Open House on April 21. Prospective students were able to learn about college life by visiting program information tables, attending a choice of three class sessions, and information panels provided by currently enrolled students. In addition, there was a session on financial aid and campus tours were also available. (SA)
- Enrollment Services was awarded a College Access Corps grant through AmeriCorps for 2015-2016. This grant allows selected member institutions to place an AmeriCorps member to help coordinate college access programs in their local communities. AmeriCorps members will recruit and train college students from their campus to act as college access coaches to economically disadvantaged youth in schools, community agencies, etc., that have a student population that is at least 50% eligible for the federally-funded free/reduced lunch program. Clark College’s grant proposal received the highest score by the committee. Clark is one of eleven Washington colleges that were awarded the grant, and one of only three new sites to receive this award. (SA)
- Student Ambassadors conducted 31 individual campus tours during the month of April, assisting 37 individuals. They also conducted group tours: six students from the Washington State School for the Blind (April 2), 15 first through fifth grade students from the Boys & Girls Club were treated to a college-themed scavenger hunt (April 2), and 15 students from the Boys & Girls Club came to Clark College to take the COMPASS test (April 6). (SA)
- Throughout the year, Planning & Effectiveness staff have been collaborating with faculty in their work to assess student learning outcomes. Of particular note is the assessment of academic transfer and general education learning outcomes, pertaining to the Social Sciences; Information Literacy; Power, Privilege, and Inequity; etc. To assess student learning pertaining to the Human Relations outcome for career and technical students, this month a sample of about 300 students are being shown a video of an interaction in an office setting, and then prompted to analyze the professional interactions in the video. In another project, academic transfer students are being prompted to analyze a scenario to assess their ability to apply scientific perspectives and methods, for the Natural Sciences learning outcomes. Also this spring, discussions with faculty and administrative stakeholders have also been held to reflect on results of the assessments for the Quantitative Skills and Humanities outcomes. In addition to general education outcomes, career and technical faculty are engaged in program-level assessment, and will use the Outcomes Assessment Toolbox (the Clark-developed online outcomes assessment coordination tool) to submit reports on their outcomes assessment activities by the end of the academic year. (P&E)

## ACADEMIC EXCELLENCE

- Registration in spring open enrollment continuing education classes is up 20% compared to the same time last year (2,271 this year vs. 1,890 last year). Community education, cooking, professional development, mature learning, and testing are all significantly higher than year ago. There are more active classes and more students per class than previously, demonstrating that the course offerings are relevant. We feel this momentum will continue in the summer. (ECD)
- Registration for summer open enrollment continuing education classes begins online May 19, 2015. The summer class schedule *Explorations* will be delivered to over 124,000 Clark County households the week of May 25, 2015. The summer schedule will showcase a variety of options for our students. Community Education will offer pairings of gardening and cooking classes, a STEM camp for kids, tap and wedding dance, as well as several outdoor activities. New Mature Learning options will include a seven-part series called “Spies and Lies,” which will feature profiles of American history’s most notorious spies and a look at some dark episodes as well, including the “Tuskegee Syphilis Experiment”. Professional Development will offer a new series of online certificates and courses, with a focus on skills for the 21st century. (ECD)
- Economic & Community Development Program Manager Jennifer Ward and Executive Assistant Janet Owens attended the spring Continuing Education Council (CEC) meeting in Wenatchee on April 23 & 24, 2015. CEC of Washington is the professional council that represents the continuing education mission across the community and technical college system. The meeting, which included presentations on social media and eLearning, focused on innovation. (ECD)

# SOCIAL EQUITY

## SOCIAL EQUITY

Facilitate student learning by providing the conditions that improve educational outcomes and eliminate systemic disparities among all groups.

- Create and sustain an accessible and inclusive environment by utilizing principles of universal design and social justice so that all students can achieve equitable outcomes.
- Demonstrate improved intercultural competency among employees and students through comprehensive professional development and curricular transformation.
- Institutionalize hiring and retention practices that challenge systems of power, privilege, and inequity.

### *Progress*

- Winter 2015, The Columbia Writers Series brought in Jess Walter, author of the best-selling novel *Beautiful Ruins* (among other things). Held in the Foster Auditorium, this was a very popular event. For Spring 2015, Columbia Writers invited two authors to speak during the Subtext, Clark's literary festival: National Book Award winner Mary Szybist and short story writer Nam Le. (OOI)
- The SOFA unit recently purchased a streaming license of the documentary "*Prodigal Sons*". This award-winning film explores transgender issues and will be used in a variety of Psychology, Sociology, Early Childhood Education, and Women's Studies courses. The streaming modality allows convenient student access to the film for online and hybrid courses. (OOI)
- Engineering Faculty Carol Hsu and Tina Barsotti offered a free activity for employees and their children on April 23 to celebrate STEM (Science, Technology, Engineering, and Mathematics) on Take Your Child to Work Day. Participants were able to make and take home their own colored slime. (OOI)
- Engineering faculty Tina Barsotti and Carol Hsu, and STEM Coordinator Erin Harwood, along with the assistance from STEM students, are running an after-school camp for girls at Harney Elementary. It is called Code Like A Girl After School Camp. The camp teaches girls in grades 4 and 5 basic computer coding utilizing the Scratch program from MIT. It runs every Wednesday for six weeks from April 29 through June 3. (OOI)
- Engineering professor Tina Barsotti visited Wy'East Middle School on April 22 to provide engineering design information to two groups of sixth grade students who are working on a project called the Egg-o-Naut Challenge. These students are tasked with creating a device to protect an egg during a drop. (OOI)
- The Engineering and Survey department participated in the Clark College Open House on April 21. CADD faculty Keith Stansbury did a class demo to show case the Aerospace Club NASA USLI (University Student Launch Initiative) project. Engineering faculty Tina Barsotti, Carol Hsu, Tim Kent, Izad Khormae, along with engineering student volunteers, hosted a table to inform prospective students about studying in the STEM fields at Clark. (OOI)

## SOCIAL EQUITY

- NERD Girls hosted the third annual Science in Action event on April 25. Approximately 40 kids participated in events such as Jell-o Optics, Reverse Engineering, Exploding Airbags, etc. The Chemistry, Physics, Engineering, and Automotive departments, along with the Aerospace club, organized various hands-on activities to get kids interested in STEM. Keynote speaker Marcela Alcantar spoke about her journey to become a civil engineer and encouraged students to study STEM. (OOI)
- On April 2, 2015, Nancy Young of International Programs presented a training on intercultural communication to the writing tutors, desk staff, and program administrators. The goal of the training was to increase awareness of issues that arise when communicating across cultures. (OOI)
- Contradiction in Capitalism – Approximately 200 students, faculty, employees, and community members filled Foster Auditorium April 23 for a panel discussion of the best-selling book on wealth inequality, *Capital in the Twenty-First Century*, by Thomas Piketty. Organized through the Faculty Development department of the Teaching and Learning Center, the event was initiated by Patricia Atkinson, Economics instructor. She also moderated the evening discussion. Panelists included Dr. Carlos Castro, Sociology professor; John Fite, Economics professor emeritus; and Dr. Shon Krale, Economics instructor. The evening was sponsored through Foundation funds from Business and Health Sciences and the Teaching and Learning Center. Aaron Corvin of The Columbian covered the event: <http://www.columbian.com/news/2015/apr/24/panelists-tackle-wealth-inequality/>. (OOI)
- Edie Blakely, Director of Career Services, and Brianna Lisenbee, Employer Relations Specialist, attended the CTE Consortium General Advisory Committee meeting at Evergreen School District on April 23. 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)
- The Office of Student Life and the ASCC co-sponsored the quarterly Student Involvement Fair on April 15. This event highlights student involvement opportunities in clubs and programs as well as student services. This spring's fair hosted 171 participants. (SA)
- Clark College Office of Student Life hosted the Student Legislative Voice Academy on May 8-9. The Student Legislative Voice Academy is an opportunity for Washington State Community and Technical College students to come together and caucus on a number of issues impacting their college experience. The Academy is one part of the Council for Unions and Student Programs (CUSP) Legislative Leadership Annual Cycle and academy series. When attending the Voice Academy students will caucus on vital issues, network with other students and state leaders and build an agenda-based approach to change in the CTC college system. Participating students developed an understanding of critical legislative issues that have a broad impact for multiple college students, learned how to effectively communicate legislative priorities in written form and in presentations to various groups, gained buy-in on collective issues, and networked with fellow student leaders to share critical issues affecting student constituencies and how to gain support on a statewide and system level. There were 125 participants in attendance. (SA)

## SOCIAL EQUITY

- Disability Support Services met with and advised over 20 students as part of DSS Priority Registration on May 4. Numerous other students registered by themselves using online registration. DSS Priority Registration is for students that need access to early registration as a disability-related accommodation. For example, a student with Multiple Sclerosis might need to take morning classes if they experience significant fatigue later in the day. DSS Priority Registration is also for students that need accommodations that take extra time to coordinate, including students that need sign language interpreters or their textbooks in an alternate format (Braille, e-text, or audio). (SA)
- Members of Enrollment Services attended the sixth annual Early College Academy Luncheon on April 8 hosted by NAYA (Native American Youth & Family Center). This luncheon, which is held in Portland, is a celebration of the students who have overcome challenges thanks to the Academy's integration of culture and traditions in the classrooms. (SA)
- Multicultural Retention Manager, Felisciana Peralta, Outreach Coordinator, Rosalba Pitkin, Student Recruitment Specialist, Jami Fordyce, and Administrative Assistant, Roslyn Leon Guerrero, attended the NAYA luncheon on April 8, 2015. We were able to partner with Washington State University Vancouver to sponsor a table to show our support to the Native American community. (D&E)
- Multicultural Retention Manager, Felisciana Peralta, and Diversity Outreach Coordinator, Rosalba Pitkin, gave a presentation about DREAMers, on April 2, 2015 at Clark College for the College Planning Day event. There were 30 students and staff from school districts in Vancouver in attendance. (D&E)
- Diversity Outreach Manager, Dolly England, together with HR staff at Clark County created the SW Washington HR Community Group. The first meeting was hosted at Clark College on April 13, 2015. The goal of this group is to bring together HR professionals from across the area to address best practices in diversity recruitment and retention in SW Washington. Twelve people representing 10 different local agencies attended our first meeting. (D&E)
- Multicultural Retention Manager, Felisciana Peralta, Enrollment Services Program Specialist Amy Tam and Outreach Coordinator, Rosalba Pitkin, gave a presentation about Power, Privilege, Inequity (PPI) and DREAMers, on April 17, 2015 to faculty and staff of Transitional Studies at Clark College. (D&E)
- The Office of Diversity and Equity coordinated the Latino Community Resource Fair on April 18, 2015 at Clark College. This was the tenth annual event, and the only public fair directed to the systemically non-dominant community in Vancouver area. There were approximately 250 people who attended the event. (D&E)
- Diversity Outreach Manager, Dolly England, attended the Urban League of Portland's job fair with HR Consultant Heidi Bealer on April 22, 2015. (D&E/HR)
- Diversity Outreach Manager, Dolly England, traveled to Seattle, WA on April 23, 2015 to participate in the training "Hiring and Retaining a Diverse Workforce" by Cultures Connecting. She gained some new valuable knowledge around creating job announcements and screening committees. (D&E)

## SOCIAL EQUITY

- The Multicultural Student Affairs Program sponsored 23 Clark College students to attend the 25<sup>th</sup> Annual Students of Color Conference in Yakima, WA on April 22-24. There were 850 students in attendance from all over Washington State. The keynote speakers were Lydia Brown, Louis Gong, and Aisha Fukushima. The advisors and presenters from Clark were Women's Studies Faculty member Dian Ulner; Multicultural Retention Manager, Felisciana Peralta; Administrative Assistant, Roslyn Leon Guerrero; and Diversity Outreach Coordinator, Rosalba Pitkin. (D&E)
- Diversity Outreach Coordinator, Rosalba Pitkin collaborated with several community groups such as Latino Community Resource Group (LCRG), OneAmerica, American Immigration Lawyers Association AILA –WA and LULAC to host the Citizenship day in Clark College on April 25, 2014. During this event, Clark College students and community members in general attended to apply for their citizenship application. Attorneys, paralegals and interpreters were there to give legal orientation to people who were applying for citizenship. This event was sponsored by the Community Wide Diversity Event Funds through the Office of Diversity and Equity and One America. There were approximately 120 people who attended the event. (D&E)
- Diversity Outreach Manager, Dolly England, attended the Portland Community College job fair with HR Consultant Assistant BaoTruc Price on April 28, 2015. (D&E/HR)
- Diversity Outreach Manager, Dolly England, attended the Clark College Career fair with Heidi Bealer and BaoTruc Price of HR on April 29, 2015. (D&E/HR)
- Administrative Assistant for the Office of Diversity and Equity, Roslyn Leon Guerrero, completed the Social Justice Leadership Institute program facilitated by Bellevue College on May 1, 2015. The institute focused on leadership participation and educational equity for professionals from systemically non-dominant groups through mentoring, empowerment, and culturally responsive trainings. (D&E)
- The Office of Diversity and Equity coordinated the seventh annual Latino Celebración de mi Gente, Día del Niño/ Día del Libro on May 1, 2015. The event was very well attended by over 350 students, families and children, who were able to read in English and Spanish, see a children's bilingual play and enjoy a Latino dance performance. (D&E)
- Multicultural Retention Manager, Felisciana Peralta, SBCTC's Edward Esparza, Clark College student Oscar Beltran-Leyvan and Big Bend College student Jessica Esparza presented at the State Board of Community and Technical Colleges Board Meeting regarding DREAMers in the community college systems on May 6, 2015. The conversation included the current state of professional development that was hosted in the system in Fall, future steps, and the stories of the two students. (D&E)
- Multicultural Retention Manager, Felisciana Peralta, Diversity Outreach Manager, Dolly England, Diversity Outreach Coordinator, Rosalba Pitkin, Student Recruiter, Jami Fordyce, and Peer Mentor, Oscar Beltran, attended the Equity Foundation's "Women who Lead" luncheon on May 7, 2015. (D&E)

## SOCIAL EQUITY

- May 12, Special Advisor for Diversity and Equity, Sirius Bonner, was a panelist at a meeting of the SW Washington HR Community Group. Also on the panel was Clark College Board of Trustees Chair, Rekah Strong. (D&E)
- Administrative Assistant, Roslyn Leon Guerrero, completed the Intercultural Development Inventory (IDI) training on May 6-8, 2015. She is now a Qualified Administrator for the IDI. (D&E)

# ECONOMIC VITALITY

## ECONOMIC VITALITY

Facilitate student learning by providing programs, services, and conditions that improve the economic well-being of the students, college, and community.

- Improve college affordability for students by expanding access to and information about financial resources, clarifying career and educational goals, providing pathways to success, improving college readiness, increasing financial literacy, and managing costs.
- Align program offerings with regional workforce needs to include technical and work-readiness skills.
- Align, expand, and enrich the relationships with regional industry leaders to increase internships, advisory committee participation, financial support for students' education and programs, hiring pipelines, grant partnerships, mentorships, and apprenticeships.
- Maximize the college's return on investment by responsibly allocating available resources.
- Leverage resources to create and sustain future innovations.

### *Progress*

- For the first time in the history of the Automotive Department, Clark College will be graduating two students from the Toyota T-TEN who have achieved ASE (Automotive Service Excellence) Master Technician status, as well as the L1 Advanced Diagnostic Technician status. Master Technician status is earned through the successful completion of eight ASE certification exams. (OOI)
- Under the leadership of Tonia Haney, Automotive Department Head, the Automotive Department successfully completed their NATEF (National Automotive Technician Education Foundation) reaccreditation site visit. The visit was extremely successful and earned the program five years of accreditation. In the wrap-up meeting, NATEF reviewers commented on the high-quality facility, the student-focused instructors, and the exceptional organization. (OOI)
- The Automotive Department partnered with Dick Hannah Dealerships to donate two engines and a brake lathe to Prairie High School. Jason Crone, Automotive faculty member, and Mitch Sott, Maintenance Mechanic for the WCTE unit, delivered the equipment to the automotive program where the majority of their equipment is in excess of 20 years old. The Prairie High students were very excited by the donation and the Automotive Department is hoping to foster a stronger student pipeline into the automotive career pathway. (OOI)
- On April 25, the Addiction Counseling Education Students (ACES) club worked with local law enforcement, health organizations, and the PREVENT! agency to gather unused prescription and over-the-counter medications from the community. Students helped direct traffic and prepared medication for proper disposal. Over 1,500 lbs. of unused medicine was collected and safely disposed. (OOI)
- Clark College is one of 11 college and university partners in the BUILD EXITO project. Funded by the National Institutes of Health, the goal of BUILD EXITO is to enhance diversity of the biomedical research workforce by supporting the academic and career development of students who typically do not pursue research careers (e.g., racial minorities, low-income students, first-generation college

## ECONOMIC VITALITY

students). Eighteen Clark College students have applied to be in the initial EXITO Scholar cohort. These EXITO Scholars will receive training in research basics and will engage in authentic research projects, with increasing levels of responsibility and independence, as they progress through their sophomore, junior, and senior years. In mid-May, the Clark College selection committee—Roberto Anitori (Biology), Ray Korpi (English), and Mika Maruyama (Psychology)--will make the difficult selection of five EXITO Scholars from among the 18 worthy student applicants. (OOI)

- The Clark College Bookstore is coordinating a spring event to benefit our local community and bring awareness to children's global health and well-being. In conjunction with TOMS footwear "One Day Without Shoes" event on May 21, the store is hosting a shoe drive to collect new or like new shoes for children and adults. Donations will benefit Share House and Open House in Vancouver. In addition, on May 21, Bookstore staff will lead a "barefoot" walk through the main campus, helping to bring awareness to the difficulties children face when they don't have shoes. Shoes play an important role in the health, education, and empowerment of children around the world. All members of the Penguin Nation are encouraged to stop by the Bookstore and make their "pledge to go barefoot" by simply tracing their foot on a pledge form (no cost associated). (AS)
- The Bookstore's year-to-date sales through April 30, 2015 are down by four percent (4%) when compared to the same period last year. Results are in line with targeted expectations and enrollment trends. Transactions in the store are down five percent (5%) year to date. (AS)
- Academic Advisor Melissa Boles and Education Planner Wendé Fisher represented Clark College at the Spring 2015 Transfer Advisors Workshop on April 24, which was sponsored by the Washington Council for High School-College Relations and hosted by Green River Community College. This event provided a forum for baccalaureate institutions (BIs) to update community college advisors on admissions processes and program changes, enabling transfer advisors to provide better service to Clark students planning to transfer to Washington BIs. (SA)
- Academic Advisor Joe Jenkins, provided event management for the BACC-CTC Transfer College Fair on April 27. This free event provided Clark students and community members an opportunity to consult with representatives from over 20 baccalaureate campuses. (SA)
- A total of 266 Running Start seniors will graduate with AA degrees in June or August, compared to 235 last year. Of these, 154 or 58% have cumulative GPAs of 3.4 or higher, including 12 students with perfect 4.0 GPAs. (SA)
- The Career Services Department coordinated the 11<sup>th</sup> Annual Career Clothing Closet on April 23-24. A total of 750 students attended the two-day event and we were able to provide over 600 students with professional clothes allowing them to feel confident going into the workplace. We also included some work specific clothing like scrubs which were appreciated by those from our Professional Technical programs who needed them. The event was successful due in large part to the 20 volunteers who assisted Career Services staff with Clothing Closet tasks including issuing new "Gold Tags" which allowed students to get a second outfit for free, assisting with fit and completion of a professional outfit and giving out information on other Career Day Events. The Career Services

## ECONOMIC VITALITY

department has begun accepting year round donations for the Clothing Closet. Sharron Orr, Program Assistant, has coordinated the acceptance of donations, transporting the clothing to the Brown House for sorting, hanging and storing, and the return and set up of the clothing to the Penguin Union Building on the day of the event. We donated the left over shoes to the Bookstore's "One Day Without Shoes" event and the left over nonprofessional clothing was donated to a church clothing closet in the local community. (SA)

- Trisha Haakonstadt, the Health e-Workforce Consortium Student Navigator, conducted a presentation on May 4 in the third quarter Pharmacy Technician Externship Seminar course on resume writing for pharmacy technicians, to prepare students for future job searches after program completion. (SA)
- Brianna Lisenbee, Employer Relations Specialist in Career Services, spoke and/or met with various local companies (Clark County, Nabisco, and Lowe's) during the month of April to create partnerships and opportunities for Clark College students. She also toured the Port of Vancouver with Community Relations Specialist Julie Rawls on April 21 to gather information about the Port that will help students consider employment in the various companies that occupy it, as well as job growth outlook. (SA)
- The Career Days 2015 kickoff event on April 27 was an employer speaker panel on STEM related careers with representatives from Clark Public Utilities, Jenkon, Smith-Root, and the City of Vancouver. In attendance was a chemical engineer, a computer support specialist, a chief scientist/chemist, and a marine biologist/environmental educator. Career Days also offered an employer speaker panel on April 28 that focused on soft skills with representatives from Columbia Machine, Legacy Health, Rebound Orthopedics, and First Republic Bank. (SA)
- In 2014, Gary Coleman, a job coach from Portland Community College was a workshop presenter at Career Days. Because he was knowledgeable, enthusiastic, and well-received, this year we asked him to present another workshop on April 28 called "Speed Dating for Jobs!" Other presenters for Career Days included Career Counselor Carole Mackewich who presented "Choosing a Career" and Academic Advisor Joe Jenkins who presented "College Transfer Do's and Don'ts". (SA)
- LinkedIn, a business-oriented social networking site with over 300 million members, was a large focus for Career Days 2015. In addition to the Drop-in Resume Clinic on April 28, trained staff members also assisted jobseekers to create and improve their LinkedIn profiles. Jessica Collins, a Recruiter from First Tech Credit Union, presented a workshop on "LinkedIn and the Online Job Search," and several other workshops mentioned the value of LinkedIn in the job search process. During the Career Days Job Fair on April 29 students had the opportunity to have a professional photo taken at the LinkedIn Photo Booth to add to their profiles. (SA)
- Nearly 1,400 jobseekers attend the Career Days Job Fair on April 29. This year we combined the Job Fair with the Health Careers Job Fair. We reached full capacity with over 80 employers registered. Employers were actively engaged with jobseekers from the start of the event at 11:00 am straight

## ECONOMIC VITALITY

through to the end at 3:00 pm. Some of the employers present included Nabisco, PeaceHealth, Dick Hanna Dealerships, KOIN Local 6 Television and WaferTech. (SA)

- Career Days 2015 ended with the “Human Library: Borrow and Expert” event. This event was done in collaboration with the Clark College Foundation and Cannell Library. Students, alumni, and community members were given the opportunity to “borrow” a successful business leader and Clark Alumni for a 15-minute informational interview session. Fourteen experts were available from various occupations including construction, education, real estate, land development, law and nursing. (SA)
- A post-event survey was sent to all employers who attended Clark’s Job Fair. Of the 80+ employers registered, 29 have responded to the survey. All respondents stated they were satisfied with the job fair. Fourteen employers have scheduled between 1-10 interviews, and two employers have scheduled more than 10 interviews. Ten stated they did not schedule interviews onsite as they use online applications and directed jobseekers there; three stated they have yet to schedule interviews. Twenty-two employers said they will return to the job fair next year and seven employers stated they will assess their hiring needs as next years’ job fair approaches. (SA)
- Jami Fordyce and/or Stephon Okibedi, Enrollment Services’ Student Recruiters, attended two networking meetings in April with the Southwest Washington College Access Network (SWWCAN), as well as met with WorkSource, United Way Columbia-Willamette, Vancouver Health Management, LifePort, Inc., the Vancouver Housing Authority (residents in the Rise & Star program), Planned Parenthood, Columbia Sportswear, and Wells Fargo Bank. Stephon also made two recruiting trips to Joint Base Lewis-McChord (JBLM) Military Fairs on April 8 and April 29-30 in an attempt to increase the number of veterans enrolled at Clark College. (SA)
- Michelle Giovannozzi, Director of Economic Development & Partnerships, represented Clark College at the statewide Washington State Health Advocates Association Academic Interest Group in Seattle, where two-year and four-year colleges met to discuss aligning Patient Navigation and Advocacy programs throughout the state. (ECD)
- Customized Learning & Development launched the second cohort of Accelerate to Machining training, funded by a \$30,181 contract from the Southwest Washington Workforce Development Council. The program will train 12 manufacturing workers from seven companies (Gillaspie Manufacturing, Innovative Composite Engineering, Neil Jones Foods, Tango Manufacturing, Thompson Metal Fab, Tiger Stop and Williams Precision Machine) in basic manual machining and computerized numerical control (CNC) skills, with the goal of advancing the workers in their machining responsibilities or positions. (ECD)
- On May 12, 2015, Economic and Community Development hosted a Tech Accelerator training event organized by Impact Washington. Multiple presenters, including a representative of Research Triangle International (RTI) in North Carolina, spoke to 22 industry representatives and partners on innovation and product development technology and process improvement. (ECD)

## ECONOMIC VITALITY

- The Economic and Community Development team met with the following organizations and attended events to promote the College:
  - Attended meetings of the Southwest Washington Regional Health Alliance (RHA) Board of Directors in support of education in healthcare.
  - Attend Ridgefield City Council meetings and a Ridgefield community meeting.
  - Met with the Vancouver Housing Authority (VHA) to discuss the Skyline Health Clinic pilot and other VHA grant opportunities.
  - Met with Jeanne Bennett, Chief Executive Officer of the Southwest Washington Workforce Development Council (SWWDC) to discuss the Aspen Institute grant application and other partnerships between the College and the SWWDC.
  - Met with the Port of Ridgefield and Washington Department of Fish & Wildlife (WDFW) to discuss a public facility that serves both Clark and the WDFW.
  - Participated in an apprenticeship planning session with the SWWDC and the Office of Instruction.
  - Met with Teresa Brum, Economic Development Division Manager for the City of Vancouver, to economic development.
  - Attended the Associated General Contractors (AGC) monthly meeting to discuss potential professional development training.
  - Conducted tours of ECD rental space at CTC for the Marriott area sales manager, and at CCE for Neil Jones Foods.
  - Conducted employer visits to discuss training needs with Core Fitness, DiscoverOrg, Franz Bakery, Jubitz, Linear Technology, Neil Jones Foods, RCM Technologies, Simplicity, SEH America & Vigor. (ECD)

# ENVIRONMENTAL INTEGRITY

## ENVIRONMENTAL INTEGRITY

Facilitate student learning by providing the conditions that continually improve the college's physical, virtual, and social environment.

- Incorporate environmental sustainability priorities into all college systems.
- Improve the college's physical and virtual environment to maximize access and appropriate use of space and technology.  
Integrate principles of mutual respect, collaboration, clear communication, and inclusivity in all interactions.

### *Progress*

- The BEAM (Business, Economics, Accounting, and Management) Division has reviewed all course capacities and has created a standardized model. This will create equity among all sections regardless of the instructor. All online modalities will be capped at 30, face-to-face sections will be 35, and introduction courses will have a cap of 40 students. This revision has been presented and approved by the Curriculum Committee. (OOI)
- STEM Coordinator Erin Harwood and Biology Professor Kathleen Perillo held a native plant sale on May 5 and 6. Students from Environmental Biology and Environmental Science classes assisted in propagation of the plants throughout the year. The sale garnered more than \$1,300, which will be used to fund field studies classes as part of the Science Consortium. (OOI)
- Three new small group study rooms in Cannell Library opened for student use on May 6. This improvement to the library's learning spaces was made possible through RMI (Repairs and Minor Improvements) funding. Additional study room space has been a consistent request in the library's annual survey of student satisfaction. (OOI)
- **Culinary:** The design process for the culinary remodel projects is on schedule. First design review will be presented to the College in late May/early June. Construction documents and site planning and permitting with the City of Vancouver is expected to be completed by September. Bidding for a construction contract will take place in late fall. (AS)
- **Energy Grant:** Facilities Services has completed paperwork with appropriate state agencies to begin implementing a new \$750,000 Energy Savings project on the main campus. Funded by a grant from the Department of Commerce, the project will include conversion of exterior and some interior lighting to LED, installation of tighter HVAC controls and additional sensors, and installation of high-efficiency plumbing fixtures. Due to available grant dollars and utility incentives, the project is budget neutral. (AS)
- **STEM:** The following aerial photograph of the STEM project was taken April 16. This photo is looking almost directly north. Fourth Plain Boulevard is across the top, Ft. Vancouver Way along the lower right, and the Foundation building is at the upper left.

## ENVIRONMENTAL INTEGRITY

The fourth floor deck, sections A4 and B4 have been poured, and formwork for section C4 is going into place in this photo. C4 includes the fourth floor plaza at the lower right (southeast) corner of the building, adjacent to the 3-story lobby. Section C4 was poured on April 27 and work continues on the formwork for the first roof pour at the west end, section AR.

Also shown below is the STEM building from the project camera taken on April 28, at 2:30pm. The formwork for the roof deck can be seen at the left. Our connection to the primary electrical power feed on Fourth Plain was accomplished on April 20, which allows greater expansion of work on site.

A pre-construction coordination meeting was held with all the subcontractors who will be working on the exterior of the building, including brick masons, metal panel and structural steel installers, glazing installers, framers, and others. The timeline for this work is planned to shift into high gear around the end of May, when all heavy concrete work is completed and the forms and temporary structural supports shown in the camera view are removed from the building and from the site. We anticipate that the number of workers on site will double at that time and continue through the work on the interior of the building. (AS)

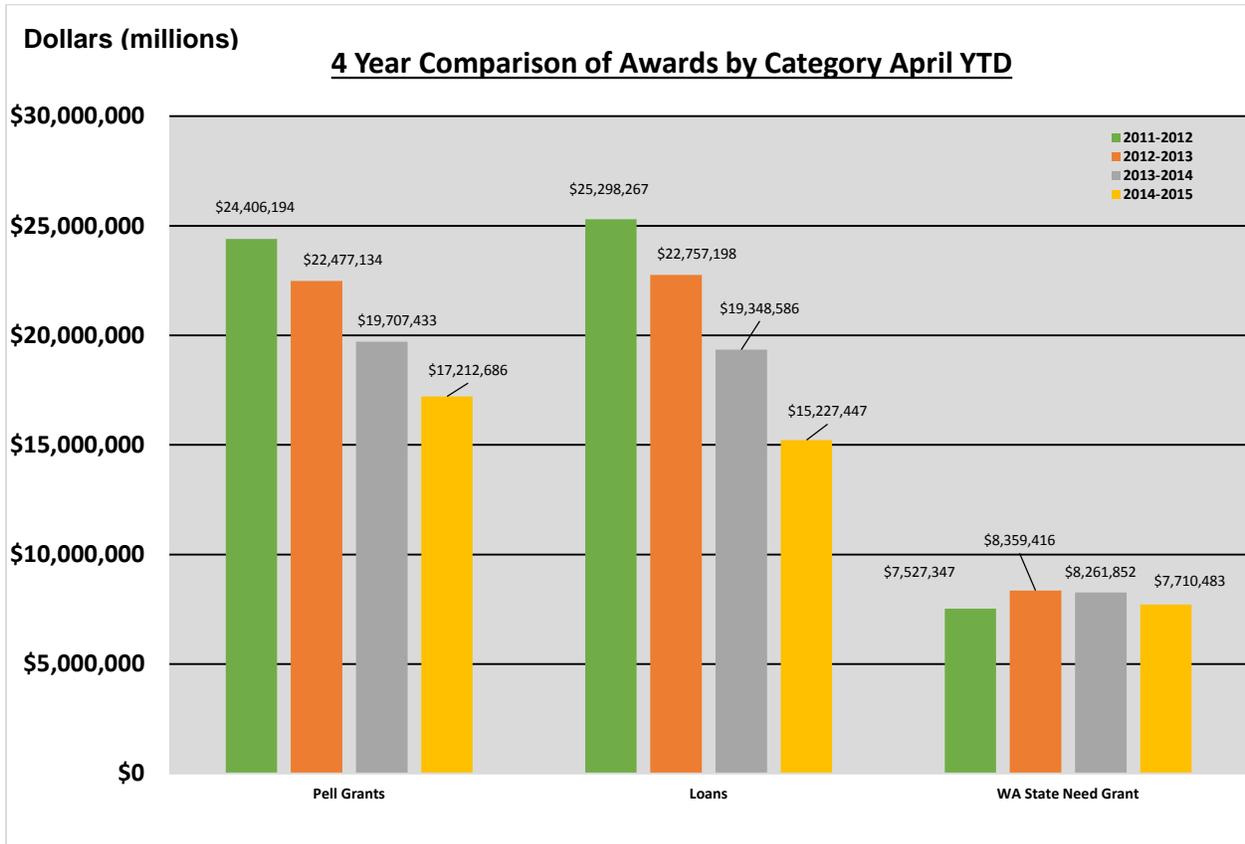


## ENVIRONMENTAL INTEGRITY

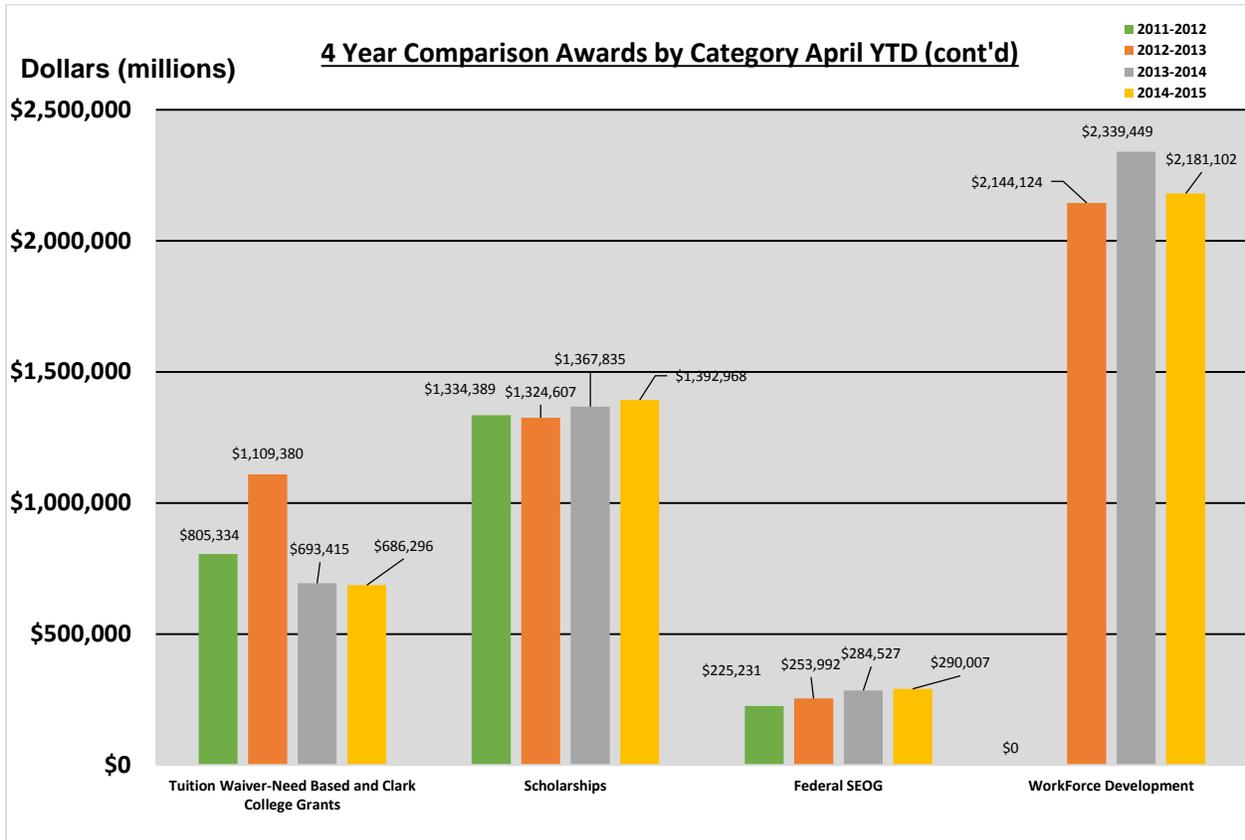


- **Environmental Health and Safety:** Environmental Health and Safety (EHS) managed a waste disposal pickup for two departments involving hundreds of chemicals. Staff also provided training on incident reporting procedures to Workforce and Career Technical Education faculty and staff, launched online cart driving safety training through Higher Ed Works, led a discussion with Facilities Services staff on hazardous materials, conducted two ergonomic evaluations, and participated in a STEM construction meeting regarding lab hood specification requirements. (AS)
- **Emergency Management:** Clark College's main campus went into lockdown on the afternoon of April 20 as directed by the Vancouver Police Department. VPD was responding to an incident at Hudson's Bay High School at the time. Lockdown was lifted after about 15 minutes. Coincidentally, the College had scheduled a lockdown exercise for the following day, April 21. Other emergency management activities included meeting with Clark County Community Emergency Response Team (CERT) Coordinators to discuss the College's role in supporting a county-wide CERT utilization system, conducting fire evacuation exercises on the main campus April 29 and May 1, and assisting with a fire evacuation exercise at CTC on April 30. (AS)
- Edie Blakely, Director of Career Services, and Brianna Lisenbee, Employer Relations Specialist attended a Clark College corporate outreach collaboration meeting on April 16 that included representatives from the Foundation, Economic and Community Development, Career Services, and Enrollment Services. Community outreach and employer relationships were discussed, as well as ways in which each area can better communicate their work with one another in order to create a more unified voice when representing Clark to the community and local employers. (SA)

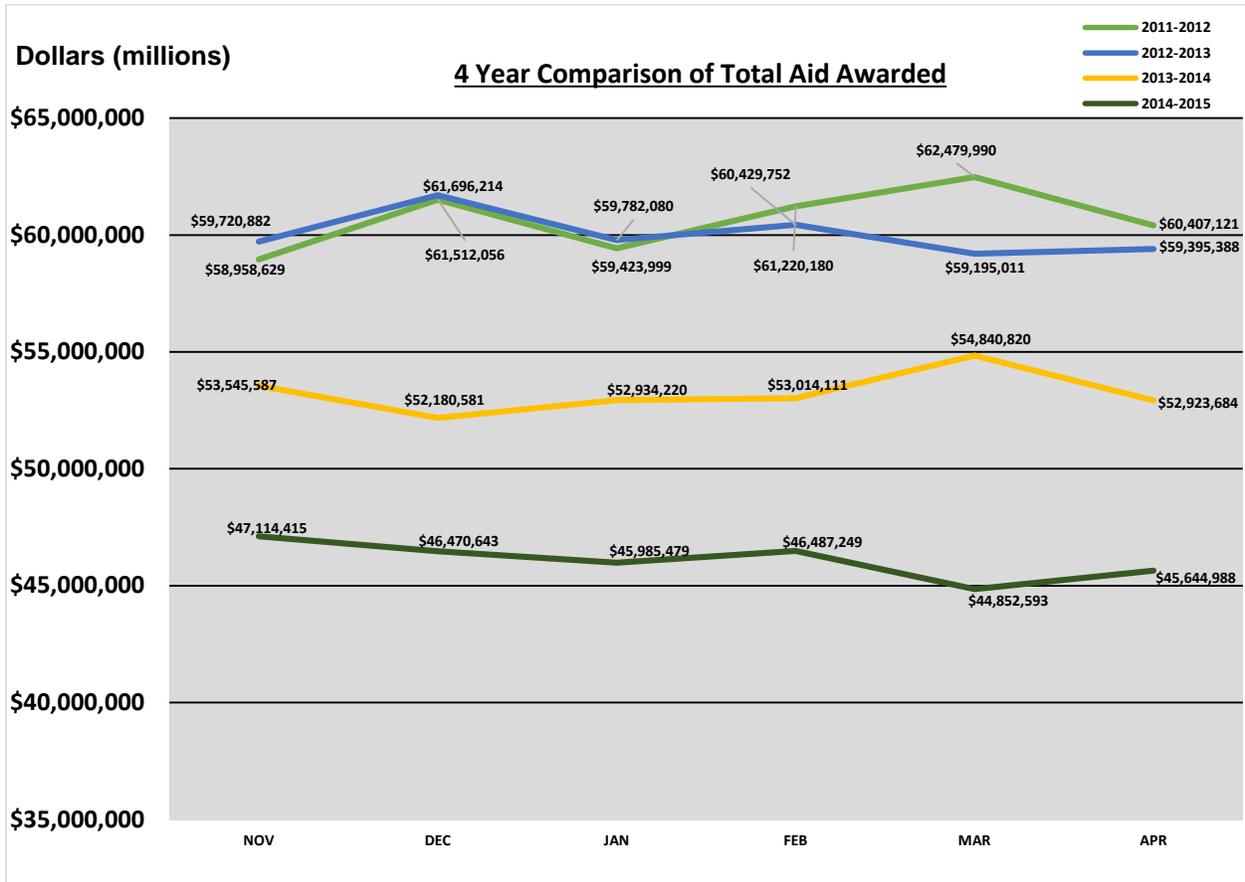
# STATISTICS

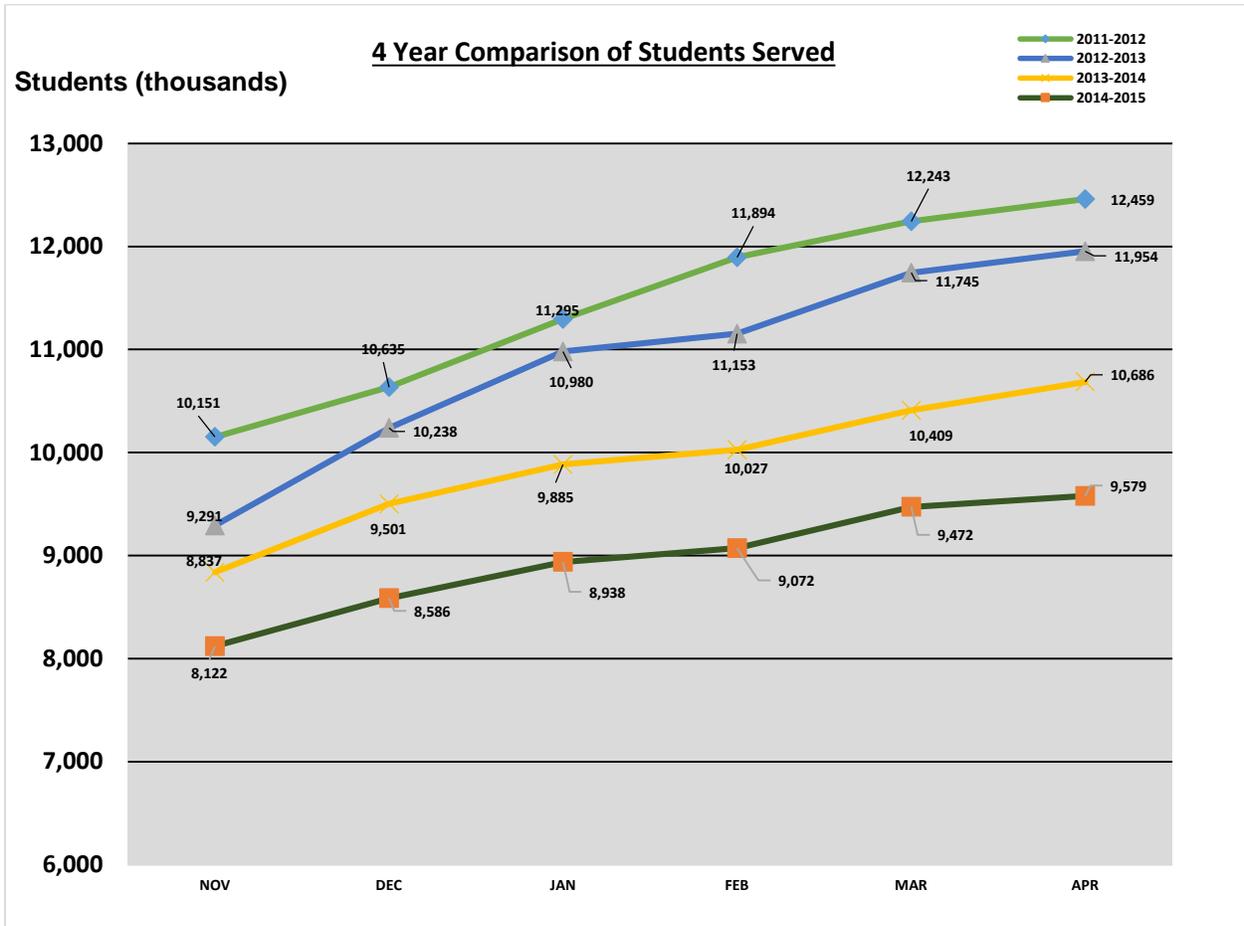


Note: WA State Need Grant includes College Bound Scholarships



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





## Clark College - Budget Status Report April 30, 2015

Sources of Funds (Revenues)	2014-15 Budget	Revenues to Date	Difference	% Budget Received
<b>Operating Accounts</b>				
State Allocation	25,962,162	21,862,010	(4,100,152)	84.2%
Tuition & ABE	19,566,355	21,149,039	1,582,684	108.1%
Running Start	7,344,703	5,542,411	(1,802,292)	75.5%
Excess enrollment	4,153,586	1,489,032	(2,664,554)	35.8%
Planned use of prior fund 148 balance	590,929	-	(590,929)	0.0%
Dedicated, matriculation, tech, cont ed	4,138,186	3,834,461	(303,725)	92.7%
<b>Total Operating Accounts</b>	<b>61,755,921</b>	<b>53,876,953</b>	<b>(7,878,968)</b>	<b>87.2%</b>
<b>Other Accounts</b>				
Grants & Contracts less Running Start	5,750,154	2,697,013	(3,053,141)	46.9%
Internal Support & Agency Funds	1,130,013	1,050,174	(79,839)	92.9%
ASCC less PUB	1,966,630	1,836,425	(130,205)	93.4%
Bookstore	4,469,634	4,689,759	220,125	104.9%
Parking	463,861	403,364	(60,497)	87.0%
Auxilliary Services	1,368,170	1,157,763	(210,407)	84.6%
Financial Aid	49,656,636	42,927,643	(6,728,993)	86.4%
<b>Total Other Accounts</b>	<b>64,805,098</b>	<b>54,762,142</b>	<b>(10,042,956)</b>	<b>84.5%</b>
<b>Total Sources of Funds</b>	<b>126,561,019</b>	<b>108,639,095</b>	<b>(17,921,924)</b>	<b>85.8%</b>

Uses of Funds (Expenses)	2014-15 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
<b>Operating Accounts</b>				
President	772,910	559,946	212,964	72.4%
Associate Vice President of Planning & Effectiveness	449,187	384,511	64,676	85.6%
Special Advisor for Diversity & Equity	370,757	269,378	101,379	72.7%
Vice President of Instruction	37,842,201	28,083,140	9,759,061	74.2%
Vice President of Administrative Services	7,712,824	6,299,175	1,413,649	81.7%
Vice President of Student Affairs	8,145,720	6,613,755	1,531,965	81.2%
Associate Vice President of Corporate & Continuing Ed	1,063,074	813,276	249,798	76.5%
Executive Director of Communications	4,543,034	3,770,202	772,832	83.0%
Associate Vice President of Human Resources	856,214	612,656	243,558	71.6%
Bank & credit card fees		218,893	(218,893)	
<b>Total Operating Accounts</b>	<b>61,755,921</b>	<b>47,624,932</b>	<b>14,130,989</b>	<b>77.1%</b>
<b>Other Accounts</b>				
Grants & Contracts less Running Start	5,750,154	4,493,372	1,256,782	78.1%
Internal Support & Agency Funds	1,130,013	1,152,404	(22,391)	102.0%
ASCC less PUB	1,966,630	1,341,658	624,972	68.2%
Bookstore	4,469,634	4,644,543	(174,909)	103.9%
Parking	463,861	333,392	130,469	71.9%
Auxilliary Services	1,368,170	1,161,242	206,928	84.9%
Financial Aid	49,656,636	43,971,083	5,685,553	88.6%
<b>Total Other Accounts</b>	<b>64,805,098</b>	<b>57,097,694</b>	<b>7,707,404</b>	<b>88.1%</b>
<b>Total Uses of Funds</b>	<b>126,561,019</b>	<b>104,722,626</b>	<b>21,838,393</b>	<b>82.7%</b>
<b>Difference - Excess (Deficiency)</b>	<b>-</b>	<b>3,916,468</b>		
Capital Projects- Expenditures	20,149,089	11,220,062	8,929,027	55.7%

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

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

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

## Fund Balance Less Commitments

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

<b>New Commitments July 1, 2014 to present</b>				
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	<b>629,109</b>
9/2/2014	EMSI	145	30,000	<b>30,000</b>
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	<b>531,407</b>
10/21/2014	Culinary Remodel-use of reserves	524	2,000,000	<b>2,000,000</b>
<b>Total New Commitments</b>				<b>3,190,516</b>

### Required Reserves

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

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

# ACTION ITEMS



# MEMORANDUM

**To: Robert K. Knight  
President**

**From: Dr. Tim Cook  
Vice President of Instruction**

**Date: May 18, 2015**

**Re: Recommendations for Granting Tenure**

The Tenure Review Committees have forwarded their recommendations on whether or not to grant tenure for the following 3<sup>rd</sup> Year Tenure-Track Faculty:

<b><u>3<sup>rd</sup> Year Tenure-Track Faculty</u></b>	<b><u>RIF Unit</u></b>
Groesz, Joshua	COUNSELING/HUMAN DEVELOPMENT
Jochim, Beth	NURSING

The binders will be delivered for both yours and the Board's review on Thursday, May 21, through Wednesday, May 27.

The 15-minute meetings and the Board's First Reading are scheduled for Wednesday, May 27. The Board will then hold their vote for tenure on Wednesday, June 10.

The meeting minutes have been drafted and sent to the committees for review and signatures. With Joshua on leave, a notation will be included in the binder to identify whether a signature and/or approval is pending. The voting memos and ballot summaries are also included in the binders for your review.



# MEMORANDUM

**DATE:** May 13, 2015  
**RE:** Sabbatical Requests for 2015-2016 Academic Year  
**FROM:** Tim Cook, Vice President of Instruction  
**TO:** Robert Knight, President

Attached are sabbatical leave applications for the 2015-2016 academic year. The Professional Placement and Advancement Committee (PPAC) met February 5<sup>th</sup>, 2015 and recommended approval of the following applicants. My recommendations are as follows:

FACULTY	DEPARTMENT	NUMBER OF QUARTERS	QUARTERS REQUESTED
Katherine Sadler	History	1	Spring 2016
John Mitchell	Math	1	Fall 2015
Marcia Roi	Addiction	1	Fall 2015
Gail Robinson	English	2	Winter 2016, Spring 2016
Sandy Haigh	Biology	1	Fall 2015
Kathrena Halsinger	Art	3	Fall 2015, Winter 2016, Spring 2016
Tina Barsotti	Engineering	1	Fall 2015
Kristl Plinz	CGT	1	Fall 2015
<b>Total</b>		<b>11</b>	

I recommend that all of the applicants on this list be awarded sabbatical leave. My recommendation constitutes a total of 11 quarters for 2015-2016. Please let me know if you have any questions or need additional information

Enclosures  
 TC: ss

Cc: file  
 PPAC Chairperson

Please refer to Appendix A  
for the  
2015-2016 Sabbatical Requests

**Please refer to Appendix B  
2015-2016 ASCC Budget  
Handbook**

ACTION ITEMS

Minutes of the Business Meeting of the Board of Trustees  
 Clark College, District No. 14  
 April 22, 2015  
 Ellis Dunn Room GH1 213

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none"> <li>Chair Strong called the meeting to order at 5:10 pm.</li> </ul>	<ul style="list-style-type: none"> <li>Chair Strong reported that the board work session was a review and discussion of the updated Code of Student Conduct, and revisions of the Discrimination Policy and Grievance Procedure.</li> </ul>
II.	BUSINESS MEETING		
	ACTION ITEMS		
	FIRST READING	<ul style="list-style-type: none"> <li>Revised Code of Student Conduct, WAC 132N-125-035</li> <li>Revised Discrimination Policy, WAC 132N-300-001</li> <li>Revised Grievance Procedure, WAD 132N-300-010</li> </ul>	<ul style="list-style-type: none"> <li><b>MOTION:</b> Trustee Pollard made a motion to move items under First Reading to the Consent Agenda. The motion was seconded by Trustee Ciraulo and unanimously approved.</li> <li>These items will remain on the Consent Agenda until the May 2015 meeting, at which time a Public Hearing will take place to obtain input from the college and local communities.</li> </ul>
	CONSENT AGENDA	<ul style="list-style-type: none"> <li>Minutes from the March 18, 2015 Board Meeting</li> </ul>	<ul style="list-style-type: none"> <li><b>MOTION:</b> Trustee Pollard made a motion to approve the March 18, 2015 board meeting minutes. The motion was seconded by Trustee Ciraulo and unanimously approved.</li> </ul>
II. A	Review of the Agenda	<ul style="list-style-type: none"> <li>The agenda was accepted as presented.</li> </ul>	
II. B	Statements from the Audience	<ul style="list-style-type: none"> <li>Mr. Joe Levesque of Camas, WA spoke to the audience concerning a financial aid and relief program. He asked Clark College for help implementing it locally.</li> </ul>	

	TOPIC	DISCUSSION	ACTION
II. C.	Constituent Reports 1. AHE	<ul style="list-style-type: none"> <li>• Prof. Sullivan reported. AHE is distressed by the college's ongoing budget issues, but feels the faculty and administration are working well together to plan for upcoming reductions. Faculty is discussing addressing the SBCTC board members when they visit Clark on May 6-7. They want to send a powerful message to the SBCTC, for the board to see the effects the budget is having on people and find ways for the faculty to work with the SBCTC to improve things. This is a situation in need of real help.</li> <li>• Trustee Pollard assured her that Clarks' board is as frustrated as Clark's faculty. Clark has been mistreated financially for 10 years or more and the college community needs to take the opportunity to share these concerns.</li> </ul>	
	2. WPEA	<ul style="list-style-type: none"> <li>• Mr. Garner reported and updated the trustees on WPEA activities. They have worked through their uniform needs that he discussed last month and said that there had been a miscommunication that has been rectified.</li> <li>• The membership's greatest current concern of members is the legislature not wanting to fund raises that were due under their contract. They are contacting senators and congressmen and doing what they can to get their concerns addressed.</li> </ul>	
	3. ASCC	<ul style="list-style-type: none"> <li>• ASCC Vice President Sarah Swift reported for President Emmah Ferguson.</li> <li>• ASCC is promoting new student leadership positions for next year and creating interest for people to serve.</li> <li>• The recreation center vote did not pass but ASCC was very happy with the turnout.</li> </ul>	<ul style="list-style-type: none"> <li>• Trustee Burkman asked what ASCC learned through the election process. Vice President Swift said the officers learned how to think about all students' needs and work through the issue ethically. She said ASCC would have done more promotion of the issue with the general student population so they could gather information from a larger number of students.</li> </ul>
	D. Foundation	<ul style="list-style-type: none"> <li>• Ms. Lynn Andrews entertained questions from the board in Ms. Gibert's Mr. Rogers' absences.</li> <li>• Judith Salkoff will be coming back to the Foundation on June 18, so they will be fully staffed as they head into the next campaign.</li> </ul>	<ul style="list-style-type: none"> <li>• Trustee Rupley was very excited to see that employee giving has doubled from 17% to 34%. She extended congratulations to the Foundation and the employees.</li> </ul>
II. D.	Statements & Reports from Board Members	<ul style="list-style-type: none"> <li>• Trustee Pollard <ul style="list-style-type: none"> <li>○ He was very happy to be able to attend the tenure reception. This year's tenure recipients are a great group and college is a better for having them on staff.</li> <li>○ The Sakura Festival was very moving with Mr. Kageyama addressing the group this year. He recalled that the two of them helped plant the trees 25 years ago.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Trustee Pollard suggested that the college erect a bench or monument in honor of John Kageyama for donating the Sakura cherry trees to the Vancouver community.</li> <li>• Trustee Burkman would like the tenure candidates to record their statements to the board.</li> </ul>

	TOPIC	DISCUSSION	ACTION
		<ul style="list-style-type: none"> <li>• Trustee Burkman <ul style="list-style-type: none"> <li>○ He indicated that he really likes the new tenure executive session format where the board meets with each candidate and hears them discuss their backgrounds. He noted that many of the new tenured faculty members have the same backgrounds as our students and faced many struggles as they made their way through their education. They are able to relate to and inspire our students.</li> <li>○ He also said the Sakura event was really nice. Of all the ones he has attended through the years, it was nice to have Mr. Kageyama attend the 10<sup>th</sup> anniversary celebration. He was surprised to learn that many people in the local community don't know the history of the trees.</li> </ul> </li> <li>• Trustee Rupley <ul style="list-style-type: none"> <li>○ She is in agreement with the previous statements of other trustees regarding the tenure reception and Sakura event. Trustee Rupley met with new Foundation Development Director Lynn Andrews. Ms. Andrews shared that she wants to meet with each of the college's trustees to discuss Clark's needs.</li> </ul> </li> <li>• Trustee Strong <ul style="list-style-type: none"> <li>○ It was so nice to see the amazing talent that the new tenured faculty brings to the college as well as how much they have in common with the students. It gives them a deeper and different perspective of our students.</li> <li>○ Trustee Strong also appreciates being able to attend Sakura this year to honor the traditions and culture of Japan.</li> </ul> </li> </ul>	
II. E.	President's Report	<ul style="list-style-type: none"> <li>• President Knight introduced Clark's men's basketball team. This year is the first time in 20 years that Clark has taken the NWAC title. He said that this group epitomizes the word team and they exhibit one of the best examples of team work he has ever seen in his life. He is very proud of them. They will be able to carry this accomplishment for the rest of their lives when they remember their time together, they skills of collaboration, leadership, and communication that they learned this year. He is proud to call them students of Clark College.</li> <li>• Coach Alex Kirk thanked everyone at the college for their support. He needed everyone's help in the room to make the team successful and he is honored to represent the community. He said they are a selfless group with a team GPA of 3.4. Clark basketball is developing a culture and a team that the whole community can be proud of.</li> <li>• President Knight said the women's team did extremely well this year and made it to the playoffs; he expects them to win the championship next year.</li> </ul>	

	TOPIC	DISCUSSION	ACTION
		<ul style="list-style-type: none"> <li>Each team member introduced themselves to the board and guests:  Alex Kirk – head coach  Tim Marrion – associate head coach  Bryan Berg  Tony Dunn  Evan Garrison  Paulo Giacomelli  Miles Martin  Myles Springer  Jason Smarr  Bob congratulated Coach Kirk and recognized Athletic Director Ann Walker for such an achievement during her first year at Clark, and Marla Derrick for working behind the scenes to keep it all going.</li> </ul>	
II. E.	President's Report	<p><b>STUDENT PRESENTATION</b></p> <ul style="list-style-type: none"> <li>Mr. Belden and Ms. Keane discussed the fifth annual Career Days which will be starting on April 27. This is an important program for our students and community members. There will be two employer speaker panels discussing STEM careers and the soft skills needed for successful employment. New networking concepts such as “the human library” will connect visitors with experts. Last year 50 Career Days hosted employers, and this year 80 will be attending.</li> <li>Joseph Elliott was this evening’s Student Success presenter. Mr. Elliott, currently works in industrial maintenance, and while attending Clark, he was promoted to a managerial position in the company where he was working part-time. He is now hiring Clark students and wants to set up a formal internship program with the college. He wants to give back to Clark what was given to him while he was a student.</li> </ul> <p><b>FACULTY PRESENTATION</b></p> <ul style="list-style-type: none"> <li>Dr. Cook introduced Dr. Charlene Montierth, Professor of Geology, Earth &amp; Environmental Sciences. Dr. Montierth discussed the recent reorganization of the Physical Sciences department to include geology, environmental science, oceanography, and meteorology. The department plans to start a Ridgefield property environmental restoration project where they will study how the North County property wetland can be turned back into a naturalized, park-like area that serves as a wildlife habitat. The area is in need of environmental restoration as it was a formerly a farm and there is significant soil contamination. This will be a decade-long project that could lead to new instructional programs and certifications.</li> </ul>	

	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<ul style="list-style-type: none"> <li>• President Knight, Dr. Hazelbaker, and Ms. Silverman recently visited several federal agencies in Washington, DC where they discussed grant opportunities with agency leaders. They received some good, positive feedback from the Economic Development Agency and the Department of Labor. The agencies were interested in the automotive programs, advanced manufacturing, and mechatronics. They also met with Senators Murray and Cantwell and Representative Herrera Beutler. Senator Cantwell was very interested in promoting advanced manufacturing and the maker center and indicated she will help the college obtain additional leads on funding resources.</li> <li>• Trustee Burkman asked about NWCCU changes mentioned in the president's report. Ms. Diehl noted that there is a lot of new information from the agency that will affect the college and this will be an agenda topic at the summer retreat. The greatest change is that all colleges will be evaluated on student learning rather than on individual institutional missions. Compliance on the standards will be evaluated once every seven years rather than annually; Clark's next evaluation will be in in 2018.</li> <li>• Enrollment is down one percent in spring quarter and is an improvement over the past couple of quarters. The enrollment decline appears to be bottoming out.</li> <li>• At the May 27-28 WACTC meeting, the presidents will vote on the new allocation model. Although President Knight said he will continue to advocate for allocation changes for the overenrolled colleges, he is not optimistic that change will happen this year as he does not have enough support among the other presidents.</li> <li>• President Knight and Trustees Pollard and Burkman traveled to Olympia and met with the SBCTC executive director, Marty Brown. Mr. Brown read the letter regarding allocations from the Clark trustees and he completely understands Clark's issues. President Knight has also discovered a significant error in the SBCTC budget which should be refunded to the system, a large amount of which should go to Clark. He continues to find other discrepancies in the state budget and will continue to bring these to the attention of the presidents and the SBCTC.</li> </ul>	<ul style="list-style-type: none"> <li>• President Knight will send the concept papers presented in Washington, DC the trustees.</li> <li>• Trustee Rupley requested a work session on the college budget and discussions on comparisons of enrollment to changes made to college practices and activities as a result of the reductions.</li> <li>• Trustee Burkman asked about the bookstore's partnership with RedShelf and the lag time for students receiving their books. Mr. Williamson will follow up with him.</li> <li>• Trustee Burkman noted eLearning degree classes were filled and asked if new sections will be opened. Dr. Cook explained the college is looking at a new eLearning model as this was a cohort program that was no longer working well and is being replaced.</li> </ul>

	TOPIC	DISCUSSION	ACTION
IV.	FUTURE TOPICS		WATCH LIST
	College Safety Enrollment Changes Facilities Plan K-12 PPI Certificates Review of College Policies Service Learning Standard 2 Highlights Strategic Plan The Changing Face of Our Students May 2015 Board Work Session Topics o Board Budget o Presidential Evaluation Process		Accreditation GISS Student Completion STEM
V.	<b>DATE AND PLACE OF FUTURE MEETING</b> <ul style="list-style-type: none"> <li>The next regular meeting of the Board of Trustees is currently scheduled for May 27, 2015 in the Ellis Dunn Community Room, GHL 213.</li> </ul>		
VI.	<b>EXECUTIVE SESSION</b> <ul style="list-style-type: none"> <li>No Executive Session was held this evening.</li> </ul>		
VII.	<b>ADJOURNMENT</b> <ul style="list-style-type: none"> <li>There being no further business, the meeting adjourned at 6:33 pm.</li> </ul>		

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 Rekah Strong, Chair

Leigh Kent  
 Recorder  
 May 1, 2015

**Minutes of the Business Meeting of the Board of Trustees  
Clark College, District No. 14  
April 22, 2015  
Ellis Dunn Community Room, GHL 213**

**TRUSTEES PRESENT**

Jada Rupley  
Rekah Strong, Chair  
Jack Burkman, Vice Chair  
Mike Ciraulo  
Royce Pollard.

**ADMINISTRATORS**

Robert Knight	President
Dr. Tim Cook	Vice President of Instruction
William Belden	Vice President of Student Affairs
Robert Williamson	Vice President of Administrative Services
Dr. Chato Hazelbaker	Interim IT Director and Chief Communications Officer
Kevin Witte	Associate Vice President of Economic & Community Development
Shanda Diehl	Associate Vice President of Planning & Effectiveness
Sirius Bonner	Special Advisor for Diversity & Equity
Leigh Kent	Executive Assistant to the President

**FACULTY**

Kimberly Sullivan	AHE President
Charlene Montierth	Professor, Geology

**GUESTS AND OTHERS**

Bonnie Terada	Assistant Attorney General
Colm Joyce	Interim Associate Dean of Enrollment Management
Matthew Rygg	Dean of Student Success & Retention
Natalie Shank	Assistant Director of Student Care & Community Standards
Sue Williams	Director of Human Resources
Miles Jackson	Dean of Social Sciences & Fine Arts
Michelle Bagley	Dean of Clark Libraries & Academic Success Services
Lynn Andrews	Director of Development Clark College Fdn.
Billie Garner	WPEA Representative
Sarah Swift	ASCC Vice President
Cath Keane	Career Services Program Manager
Ann Walker	Athletic Director

**MEN'S BASKETBALL TEAM**

Alex Kirk	Head Coach
Tim Marrion	Associate Head Coach

**TEAM MEMBERS**

Bryan Berg  
Tony Dunn  
Evan Garrison  
Paulo Giacomelli  
Miles Martin  
Myles Springer  
Jason Smarr