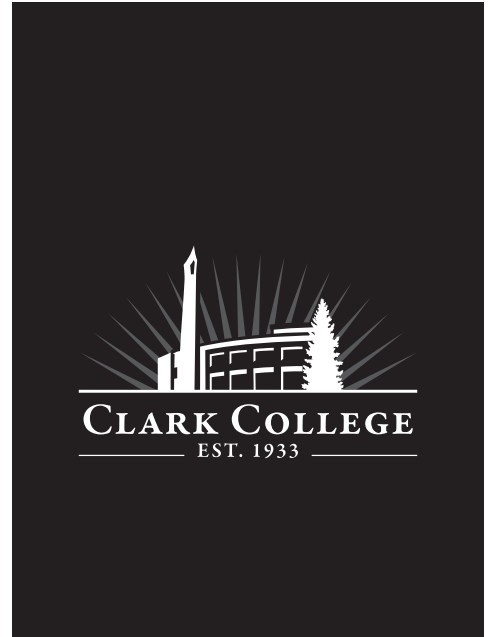


Clark College Board of Trustees



May 28, 2014

Clark College
The Next Step



Vision Statement

Extraordinary Education ❖ Excellent Services ❖ Engaged Learners ❖ Enriched Community



Mission Statement

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



2013-2014 Institutional Goals

Focus on Learning

- Engage in innovative teaching and learning strategies and services to support student success and retention. *Executive Cabinet (EC) Lead: Tim Cook*
- Increase the number of employees engaged in professional development opportunities. *EC Leads: Darcy Rourk and Tim Cook*
- Engage the college community in what it means to be a learning college to align continuous improvement activities with educational program assessment. *EC Leads: Shanda Diehl and Tim Cook*

Foster a Diverse College Community

- Increase the percentage of historically disadvantaged communities represented at each level of the hiring process. *EC Leads: Sirius Bonner and Darcy Rourk*
- Increase participation among all employees and students in educational opportunities related to power, privilege, and inequity to support student, staff and faculty retention and success. *EC Leads: Sirius Bonner, Darcy Rourk, and Tim Cook*

Enhance College Systems

- Monitor and ensure continued improvement with the advising plan. *EC Lead: Bill Belden*
- Evaluate and reorganize the committee structure to ensure effectiveness of committees in decision-making processes, greater collaboration institution-wide, and broader cross-section of representation. *EC Lead: Shanda Diehl*
- Consistent with the College's decision-making process¹, gather input from and then communicate the decision rationale to faculty, staff, and students. *EC Leads: Bob Knight and Chato Hazelbaker*
- Develop an environmental sustainability plan. *EC Lead: Bob Williamson*
- Promote a culture of safety by addressing deficiencies identified by WISHA and developing a proactive safety and health compliance plan.² *EC Lead: Bob Williamson*

¹ The College's decision-making process is outlined in the Shared Governance Subcommittee Report to the Clark College Council.

² The basis of this goal originated with the WISHA findings rather than the Scorecard.

**Clark College
Board of Trustees Packet
May 28, 2014**

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CLARK COLLEGE BOARD OF TRUSTEES
Wednesday, May 28, 2014
Ellis Dunn Room, GHL 213

AGENDA

All regular meetings of the Board are recorded.

BOARD WORK SESSION, PUB 258C

4:00-5:00 p.m.

- ♦ ASCC Budget, 2015-16
- ♦ Budget Preview—May
- ♦ Out-of-State Tuition Waivers

BUSINESS MEETING

I. CALL TO ORDER

5:00 P.M.

II. BUSINESS MEETING

A. Review of the Agenda

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.

- ♦ All-Washington Academic Scholars, Christopher Beh and Amelia Longbons, *Introduction by Instructor Matthew Gallagher*

C. Constituent Reports

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

No report this month

D. Statements and Reports from Board Members

President's Report

- E. *Student Success Presentation: Tara Erickson*
- Faculty Presentation: Angela Lohr, Humanities Faire*
- Enrollment Report*

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III. ACTION ITEMS

First Reading

- ◆ Sabbatical Requests for 2014-2015 Page 24, DVDs, and Addendum
- ◆ Revised Academic Calendar 2013-2015 Page 25
- ◆ New Academic Calendar 2015-2017 Page 26
- ◆ Change to Out of State Waivers Page 27

Consent Agenda

- ◆ Minutes from April 23, 2014 Board of Trustees Meeting Pages 28-32

IV. FUTURE TOPICS

- ◆ College Safety
- ◆ Facility Plan
- ◆ Fermentation/Restaurant/Maker Center
- ◆ K-12
- ◆ PPI Certificates
- ◆ Review of College Policies
- ◆ Service Learning
- ◆ Standard 2 Highlights
- ◆ The Open Government Training Act

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, June 11, 2014 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.

**PRESIDENT'S REPORT
MAY 2014**

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.

- Identify, offer, and support teaching and learning strategies that enhance student success.
- Increase the retention and progression of all students, with emphasis on first-generation students.
- Refine and implement continuous improvement planning consistent with the "learning college" model.
- Provide all employees with opportunities for professional development.

Progress

- Clark College, the Paralegal Department, and the Associated Students of Clark College (ASCC) Law Club hosted the Washington State Supreme Court on the main campus on May 12 and 13. During the course of the two-day visit, students were given an opportunity to attend a luncheon with the Justices, participate in an open forum, and observe three cases heard by the Court. (OOI)
- The Basic Education Division has collaborated with Student Success and Retention Manager, De'Sha Wolf, to pilot the AEW (Academic Early Warning) system in a few specific courses. "Excessive Absenteeism" had been the only option for instructors to use in retention efforts throughout the quarter. Additional options such as "Low Test Scores," "Missing Assignments," and "Lack of Preparedness" are now being utilized in efforts to assist students in successfully completing their courses. (OOI)
- Interim Dean Deena Godwin and Division Chair, Sara Gallow, met with SBCTC Director of Basic Education, Jon Kerr, and Policy Associate, Cynthia Wilson, on Friday, April 9 to discuss Clark College Adult Basic Education. The discussion focused on how to implement new educational initiatives such as HS21+, a program focused on helping students earn their high school diploma after they turn 21 or older, and Integrated Digital English Acceleration (I-DEA). Approximately five Adult Basic Education instructors visited Centralia College on Friday, April 25 to examine how Centralia is implemented HS21+. Plans for piloting HS21+ courses in Winter 2015 are tentative with a full roll-out in Fall 2015. (OOI)
- Clark College's student newspaper, *The Independent* earned highest honors in this year's Washington Community College Journalism Association competition, capturing ten firsts, five seconds, nine thirds and three honorable mentions in 21 categories in competition among seven community colleges in the state. Additional honors included an honorable mention in the General Excellence category and a second-place in website content, as well as a sweeping in the multimedia category and finishing second in web content. (OOI)

FOCUS ON LEARNING

- As part of the Title III grant, SAS (Student Advocacy Seminars) offerings will start in May. This three-part offering will be open to all faculty and staff in order to best serve the students specifically in the area of PP&I (Power Privilege, and Inequity), Advising, and Navigating College Systems. (OOI)
- Seven members of Alpha Sigma Phi, the Clark College chapter of Phi Theta Kappa International Honor Society, traveled to Orlando for the annual International Convention. During the event, several of Phi Theta Kappa's 1,275 chapters were recognized by its prestigious International Hallmark Awards program. Clark's chapter was selected as one of Phi Theta Kappa's 2014 Distinguished Chapter Officer Teams. Distinguished Chapter Officer Teams are nominated by the chapter advisor, and are chosen based on the team's demonstration of an exceptional atmosphere of teamwork, leadership abilities, promotion of Honors in Action, other engagement in the Society, and enthusiasm for the Hallmarks of the Society (Scholarship, Leadership, Service and Fellowship). The Officer Team, comprised of Sara Guisinger, Christopher Beh, Leah Ovidia, Jag Boyer, and Ly Huynh, was selected by a panel of judges from over 200 nominees internationally. Additionally, the chapter's President, Sara Guisinger, was selected as one of Phi Theta Kappa's 2014 Distinguished Chapter Officers. Distinguished Chapter Officers are nominated by their chapters, and are chosen based on a student's demonstration of leadership, promotion of Honors in Action, other engagement in the Society, and enthusiasm for the Hallmarks of the Society (Scholarship, Leadership, Service and Fellowship). Sara was selected by a panel of judges from over 450 nominees internationally. And finally, the American Cancer Society honored Alpha Sigma Phi for ranking eighth nationally among all Phi Theta Kappa chapters fundraising for Relay for Life. (OOI)
- The Clark College Model United Nations team performed magnificently at the Far West Model UN conference. Delegate James Eccles representing the Kingdom of Bahrain led his caucus in combating human trafficking and was personally asked by the conference dais to run for the position of student representative, Southwest Consortium Model UN. He was unanimously elected by the faculty. Head Delegate Bountu Yousuf did an outstanding job of coordinating the Clark team, adjusting strategies, and keeping the team focused. The entire Clark Model UN team deserves high praise. (OOI)
- For the second time, Clark College Jazz Ensemble students received top honors at the 44th Annual University of Northern Colorado/Greeley Jazz Festival. This year, Clark students participated in two categories—big band and combo. Recognized from the 7,500 festival participants representing seven states and West Germany, five Clark students received Special Citation for Outstanding Musicianship awards. Outstanding musicianship awards for the big band category were presented to David Floratos on saxophone, James Powers on trombone, and Antonio Pickett on drums. Outstanding musicianship awards for combo went to the entire group, David Floratos on saxophone, James Powers on trombone, Jade Denny on bass, and Micah Richie on drums. (OOI)
- In April, Artist-in-Residence Rodrigo Valenzuela created an installation in the Archer Gallery, including collaborative works with students (huge drawing, ceramic tools, original video production, and posters). He also included several of his award-winning videos and photographs, and presented multiple lectures to classes and the larger community. (OOI)

FOCUS ON LEARNING

- The Art and CGT (Computer Graphics Technology) departments have collaborated to establish an annual video and animation festival. Works for Art and CGT students, along with a few select pieces from other schools, will be screened at the Kiggins Theater. (OOI)
- Mathematics Division Chair Garrett Gregor was the opening speaker at the Oregon Mathematical Association of Two-Year Colleges' 28th annual Conference in Lincoln City, Oregon on April 24. Garrett gave a talk on "The Mathematics of Brewing Beer II: The Brewing Industry" in which he reported the results on interviews he had conducted with the professional brewing industry about how mathematics is used and what mathematical preparation one needs to become a master brewer. He showed examples where brewers needed to perform algebra, demonstrate proportional reasoning, and have the ability to synthesize numerical and graphical information. (OOI)
- As part of Math Awareness Month, Prof. Paul Casillas ran "Math for a Buck", in which students attempted a math problem prerequisite course on a portable whiteboard in front of the Mathematics Division office. Students solving a problem correctly received a dollar. This has always been a lot of fun, and a large crowd usually gathers to watch students attempt problems. Even those who did not solve a problem correctly walked away with a piece of candy. (OOI)
- As part of Math Awareness Month, Prof. Tracy Nehnevaj ran the "4 x 4 for 150 Tournament". Students used four 4's and any mathematical operations to target a number from 1 to 150. For example, $4 + 4 + 4 * 4 = 24$ and $4/4 + 4/4 = 2$. Students were encouraged to submit their answers to the target numbers, and a large board was posted outside of the Mathematics Division office with the target numbers and the student's name and formula listed next to each one. The names of several participants were randomly drawn and awarded gift certificates to the Clark College Bookstore. (OOI)
- Enrollment Services staff presented at the recent Washington State Student Services Commission (WSSSC) Conference in Tacoma, WA. Staff shared best practices related to First Year Experience Mentor Program; Realigning Basic Education; and Creating a Welcoming Campus for DREAMers. (SA)
- The Volunteer & Service Learning Program organized an Alternative Spring Break trip to Seattle, WA for nine students and one staff member on April 1-5. The group volunteered at the Boys and Girls Club of King County for three days of service completing various tasks such as painting picnic tables and interior walls, weeding and gardening, and working with over 45 students that attended the after school program. The Clark College students also learned about teamwork, flexibility and the value of volunteer service. (SA)
- The Health e-Workforce Consortium Student Navigator collaborated with Library staff to offer an APA Format workshop on April 22 for students enrolled in the Nursing program. The workshop was geared to deter plagiarism and increase retention in the program. (SA)

FOCUS ON LEARNING

- Spring student orientations were finished in April and resulted in the following numbers: 1,449 students completed an Online Orientation; 471 students completed Online Advising; 145 students attended an ABE/GED orientation; and 131 students attended an ESL orientation. (SA)
- The ASCC hosted an Open House Coffee Event on April 28 to gain student feedback on the proposed student-funded recreation center and to promote 2014-2015 ASCC Leadership positions. ASCC sought recreation center feedback by way of paper survey, resulting in 168 responses. ASCC will continue the paper survey through the end of next week and will host three focus groups to gain additional student input on recreation center support and desired amenities. (SA)
- The Activities Programming Board hosted three events: (1) Shot of Reality – An educational program that uses educational sketches to drive home facts and statistics about alcohol in the college environment; (2) Team M&M – This stress reduction event provided students the opportunity to enjoy face painting and balloon artistry while taking a break from their studies; (3) Speaker Andy Stoll – a social entrepreneurial whose work focuses primarily on community-building, creativity, and making ideas happen. He motivates students to take action to make a difference. (SA)
- The Employee Development Department supported the following on-campus training sessions during April and May, serving over sixty Clark employees:
 - *Understanding your Personal Work Style*, aimed to create an awareness of our distinct behavior tendencies, and how to effectively communicate and interact with diverse works styles for maximum group performance.
 - *Employee Assistance Program Orientation*, on campus sessions covering the types of free health, wellness, and daily living services available to employees and their household members.
 - *Human Resources Training, Open Enrollment and Surcharges*, information and resources about upcoming changes to medical coverage through Clark College.
 - *R25 Training*, tips and tricks for using the room scheduling system more efficiently.
 - *ITS Training Series, Microsoft Office 2013*, hands-on training covering the changes made to Microsoft Word, Excel, Outlook and PowerPoint 2013. (HR)
- Since rolling out the new Classified Staff Professional Development fund in February, Employee Development has processed requests for over 50 classified employees, totaling nearly \$20,000. These funds cover self-directed learning and development opportunities for full-time, part-time and project classified employees, and have supported trainings on diversity, health and wellness, technology, human resources, leadership and student services topics. (HR)
- Employee Development supports the Quarterly Classified Staff Excellence Award. Congratulations to Janice Taylor, the 2014 Winter Quarter Award Recipient! Janice received a \$400 cash award and will be recognized, along with all the 2013-2014 nominees and recipients, at the upcoming Ice Cream Social. (HR)

FOCUS ON LEARNING

- Corporate & Continuing Education (CCE) participated in the Vancouver Downtown Business Association's First Friday Art Walk on May 2, 2014. The CCE student art gallery featured a mix of 55 acrylic, watercolor and mixed media paintings. In addition, a number of art demos were displayed in a variety of experimental art techniques, including yupo, abstract montage, and underpainting, by top instructors Susan Cowan, Lee Baughman, Katey Sandy and Mary Anne Harkness. (CCE)
- Continuing Education's Lifelong Learning program partnered with the Fort Vancouver National Historic Site (FVNHS) to offer "19th Century Pacific NW Women: Strong & Heroic." Tracy Fortmann, FVNHS Superintendent, taught the five-session class. On May 12, 2014, guest speaker and FVNHS costumer Eileen Trestan gave a presentation on nineteenth century fashion. The program included six models dressed in silk and cotton dresses that were all the rage in the 1840's, 1850's and 1860's.
- Online registration for summer open enrollment Continuing Education classes began on May 20, 2014. Over 150,000 Southwest Washington residents will receive Explorations, the quarterly summer schedule of open enrollment continuing education classes, on May 29, 2014. New for summer is a Mature Learning Summer Institute, featuring persons of interest including Steve Jobs, Hilary Rodham Clinton, and Nelson Mandela. Professional Development will be offering an Adobe certification training for Flash, Dreamweaver, and InDesign, along with other Adobe products. (CCE)
- On April 16, the Special Advisor for Diversity and Equity gave a presentation on micro-aggressions at the Leading from the Middle Program for mid-level managers and leaders across the Washington Community and Technical College state system. The group of 40 included six Clark College employees. (ODE)
- The Diversity Outreach Coordinator coordinated the Latino Community Resource Fair (LCRG) on April 27, 2014 at St. John's Catholic Church. Amy Tam from Admissions attended the event to recruit for the college. Rosalba Pitkin, in addition to staffing a booth at the fair with Clark College information, translated and read the governor's message; she also coordinated and conducted activities with dignitaries, and translated during the annual resource fair. -The fair was created in order to help the Latino community learn information about community resources that they can use. Schuyler Hoss the Governor's Southwest Washington representative, Senator Don Benton of the 17th District, State Representatives Sharon Wylie, Paul Harris, and James McElvain, the chief of police, and Clark College Trustee and City Council member Jack Burkman, welcomed the attendees. Other attendees included former Mayor and Clark College Trustee Chair Royce Pollard; Ms. Dulce Ma Zamora, Mexican Consul from Portland, Oregon; City Council members Anne McEnerny-Ogle, Bill Turlay, and Bart Hansen. This was the ninth annual event, and is the only public fair directed to the Latino community in Vancouver area. This fair was sponsored by the Office of Diversity and Equity of Clark College who is a member of the LCRG group. The event was a success and served approximately 500 or 600 people. (ODE)

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.

- Provide appropriate support services and reduce procedural barriers to help students enroll in college.
- Expand options to increase the overall affordability of education.
- Expand online services across the college.
- Expand learning options by offering courses and services in various modalities, timeframes, and locations.

Progress

- Career Pathways Center has expanded its training offerings with the addition of part-time trainer Leslie Mohlman. Additional trainings for students and community members included sessions on managing money, goal-setting, and how to navigate college resources. (OOI)
- WorkFirst staff Jennifer Knapp and Tiffany Williams attended the Columbia Gorge Educational Summit on Friday, April 18. The focus of this summit was to “grow the Columbia River Gorge economy by fostering seamless cross-sector instruction of all ages in partnership with industry, education and training providers, students, and parents.” (OOI)
- Brenda Walstead, Melody Scheer (faculty), and Julia Keyzers (senior student), presented Clark College’s mission and the dental hygiene program’s purpose at the Dental Society gala on May 1. This event was an opportunity to showcase each model of charitable giving in our community and demonstrate all the ways each of the programs/sites may be involved and collaborate in the future. The presenters also showed slides on the new clinic, Children’s Dental Health Day, and discussed how Clark students are prepared to work in the community. (OOI)
- Children’s Dental Health Day took place on April 26. Dentists, dental hygienists, and students provided \$40,120 of free dentistry to children and teens in our community who lack access to care. Starting in October 2013, a group of dental hygiene faculty and staff met once a month with Dr. Peter Lubisich and Dr. Munib Derhalli with representatives from a free clinic to help coordinate this event. All faculty and students in the dental hygiene program participated in this collaborative experience together with the dentists in the community. It was a great day of giving, learning, and working together to expand access to care to families in need. This year, one of the doctors is providing funds for children from that day to come back and have their teeth cleaned by our students. (OOI)
- In celebration of National Nurses Week, the Nursing Program and Student Nurses Association of Clark College (SNACC) hosted the 4th Hilma Speights’ Distinguished Lecture May 6 at the WSU-V

EXPAND ACCESS

Lecture Hall. The keynote speaker was Suzanne Gordon, an award winning journalist and author who writes about healthcare delivery and health care systems and patient safety. Nursing students and faculty participated as actors in the presentation of “Bedside Manners”, an interactive play about team relationships in healthcare. (OOI)

- During the course of National Nurses Week, SNACC members volunteered service hours in community and hosted a Health Careers and Holistic Day in conjunction with a blood drive. The week long activities culminated with SNAP (Student Ambassador Program) hosting a Nursing Skills Lab open house for students and public interested in a nursing career. Cake also was served in celebration of Florence Nightingale’s birthday. (OOI)
- (Not Even Remotely Dorky) NERD Girls continue their activities and outreach to the community:
 - April 26—NERD Girls hosted “Science in Action” for local middle and high schools students.
 - May 3—NERD Girls participated in Hudson Bay High School’s Saturday Science event.
 - May 7—NERD Girls hosted the Women in STEM tea. Over 30 people participated. (OOI)
 - Every Tuesday, NERD Girls STEM Design Camp is offered at Harney Elementary. (OOI)
- The Bookstore’s year-to-date sales through April 2014 are down by six percent when compared to this same point last year. Results are in line with targeted expectations and enrollment trends. Year-to-date transactions in the store are also down by two percent. (AS)
- The College Prep and Transfer Division of Advising Services hosted 30 colleges and universities at the Spring Transfer Fair on April 24. At this event, students were able to speak with admissions representatives to learn how to successfully transfer after their time at Clark College. Students also collected printed materials on academic programs, financial aid and scholarships, and tips on how to prepare applications for admissions. (SA)
- The College Prep and Transfer Division, in partnership with Admissions and Financial Aid staff, developed presentations for Basic Education students regarding the transition to college. Presentations have been and will continue to be delivered in CAP 045 and ESL 6 sections this term. (SA)
- The Student Ambassadors conducted six individual tours in March, assisting seven individuals. (SA)
- The Student Ambassadors also gave a campus tour to the 50 new incoming International Students during their orientation on April 3. (SA)
- The Recruitment Office hosted two group visits to Clark College in April: Jemtegaard Middle School brought 30 eighth graders for an admissions presentation and a campus tour on April 15 and Harney Elementary brought 80 students for a college presentation and a campus tour on April 23. (SA)
- Eight recruitment/outreach visits were made in April: The Boys & Girls Club, Discovery Middle School GEAR-UP, Partners in Careers Job Fair, HeLa High School College Fair, PNACAC Spring College Fair, Madison High School College Fair, Hudson’s Bay College Fair, and Fort Vancouver College Fair. (SA)

EXPAND ACCESS

- The Recruitment Office hosted the Washington Council 8th Grade Exploration Day on April 3. The event was attended by approximately 100 students from two middle schools. The students were addressed by a keynote speaker then participated in a “Jeopardy” session that included information about the college and a “Money Game” session regarding how to pay for college. (SA)
- The Recruitment Office hosted the first annual Open House to approximately 125 visitors on April 24. The event provided an opportunity for the community to visit the campus and learn about Clark’s academics, resources, and support services. (SA)
- The Diversity Outreach Coordinator collaborated with different community groups such as Latino Community Resource Group (LCRG), OneAmerica, and LULAC, to host Citizenship Day in Clark College on April 26, 2014. Clark College students and community members attended the event to apply for their citizenship application. Attorneys, paralegals, and interpreters were available to provide legal information to people who were applying for citizenship. The event was sponsored by the Office of Diversity and Equity of Clark College and One America. About 150 people attended this legal clinic and 30 people were eligible for the citizenship process. State Representatives Sharon Wylie and Monica Stonier, and City Council member Anne McEnery-Ogle were also in attendance. (ODE)

FOSTER A DIVERSE COLLEGE COMMUNITY

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

- Recruit, retain, and support a diverse student population and college workforce.
- Provide comprehensive training and educational resources to help all members of the college community interact effectively in a diverse world.

Progress

- The Sakura Festival honored international friendship on Thursday, April 17. At Clark College, the annual Sakura Festival welcomes spring, honors a historic gift, and celebrates an international friendship. In addition to the formal ceremony, the Clark College Women's Choral Ensemble, Japanese Club, and the Portland Taiko Drum Group all performed. A kimono fashion show, displays, and activities tables were enjoyed along with cookies and green tea. Tenured Japanese instructor Michiyo Okuhara collaborated with Clark College staff to plan this successful event. (OOI)
- Brenda Walstead and faculty member Kristi Taylor took part in a mentoring event at Partners in Careers (PIC) in Vancouver. This event was an opportunity to mentor, one-on-one, with two students who were interested in dental hygiene as a career. Brenda and Kristi were among approximately 40 other community members who volunteered to be sponsors for youth who showed an interest in their profession. Each youth had an opportunity to speak individually with their mentors. "These conversations inspire our youth to not only complete high school, but take the necessary steps to prepare themselves for their future careers" (YouthFirst Coordinator | Partners in Careers). (OOI)
- In support of the institutional goal to recruit, retain and support a diverse college workforce, the recruiting team has been focusing on additional diversity advertising sources.
 - A Human Resources Consultant attended a work shop recently hosted by The Academic Network, Inc. Partnering with this source allows all Clark College full-time job announcements to be distributed to over 1,320 minority organizations and 11,000 current faculty, staff and administrators associated with 355 Minority-Serving Institutions across the United States.
 - Human Resources is placing ads more locally with The Asian Reporter, El Hispanic News, The Skanner, The Mosaic Meter, and The Portland Observer. (HR)
- On April 16, the Multicultural Retention Manager attended the Educational Attainment for All Diversity Conference hosted by the Washington State Achievement Council in Yakima, WA. There were people from different sectors discussing ways to improve systems for historically disadvantaged populations. (ODE)
- On April 17-19, 20 Clark College students, Women Studies faculty member Dian Ulner, Diversity Outreach Coordinator and Multicultural Retention Manager attended the 24th Annual Student of Color Conference that was held in Yakima, WA. The theme this year was "I AM LIVING SOCIAL JUSTICE THROUGH CREATIVE RESISTANCE." The keynote speakers were Kip Fulbeck, Erin Jones, and Michael Benitez. The goal of the conference is to support Washington State community and

FOSTER A DIVERSE COLLEGE COMMUNITY

technical college students to become more active proponents of their own education, life choices, and expand the opportunities and possibilities for students to become agents of change. There were over 1,000 in attendance from Washington State community and technical colleges. The Multicultural Retention Manager is the Multicultural Students Services Director Council (MSSDC) President that gave the welcome. Dian Ulner, Felisciana Peralta, and Rosalba Pitkin were presenters for various workshops. (ODE)

- The Teaching and Learning Center and the Office of Diversity and Equity presented “PPI in the Classroom: DREAMers” on May 6. Three Clark College students who identified as DREAMers sat on a panel and discussed their experiences of being a DREAMer at Clark College as well as in the USA. There were thirty in attendance for the panel series. (ODE)
- On May 7, the Multicultural Retention Manager and two Clark College students attended the State Board for Community & Technical Colleges Meeting in Pasco, WA. The intent of the visit was to share with the State Board their experiences attending the Student of Color Conference during the Student Voice. There were two student representatives from Columbia Basin College as well. The students spoke about the importance of the conference as well as their goals after the conference. (ODE)
- On May 8 for the GATEWAYS: Open House for Students of Color, the Multicultural Retention Manager hosted a student panel of Clark students of color. The students spoke about how it was to be a student of color at Clark and the resources available to them. There were four current Clark College students that were on the panel that spoke to about 90 attendees. (ODE)
- The Latino Event Committee hosted the Celebración de Mi Gente, Día del Niño/Día del Libro (Day of the Child/Day of the Book) May 9 from 5-8pm in Gaiser Student Center. There were many activities for children, such as making their own book, pictures with Oswald, face painting, and playing loteria. The children were able to read bi-lingual books with Clark Spanish students. There was a children’s puppet show from Betsy Ubrigo’s Spanish Class and the Baile Folklorico performed various dances. The event was attended by 250+ kids, students, college members, and community members.
- The Multicultural Student Affairs Program hosted the Spring Student of Color Luncheon on May 15, 2014. Faculty guest speaker faculty Rich Inouye spoke about his journey of being a faculty member at Clark College. The recipients of the Constance Baker Motley and Yes, Virginia! Scholarship were announced. The names of the recipients are Letisia Ford and Cindy Pacheco-Hernandez. There were 135 in attendance for the event. (ODE)

RESPOND TO WORKFORCE NEEDS

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

- Identify and support high-demand workforce needs.
- Identify and support emerging workforce needs, including technology training and green industry skills.
- Establish, maintain, and expand partnerships that support workforce needs.

Progress

- Professors Chris Lewis and Ken Luchini from the Mechatronics program participated in a regional training supported by the Columbia Willamette Workforce Consortium to become Certified Production Technician trainers. The Certified Production Technician certification developed by the Manufacturing Skill Standards Council (MSSC) is an industry-led training, assessment and certification system focused on the industry-wide core skills and knowledge needed by the nation's production workers. The nationwide MSSC System, based upon federally-endorsed standards, offers both entry-level and incumbent workers the opportunity to demonstrate that they have mastered the skills increasingly needed in the high-growth, technology-intensive jobs of the 21st century. This expanded training capacity will assist the Mechatronics Program and Corporate & Continuing Education in increasing the number of certified production technicians within the local region. (OOI)
- The WCTE (Workforce, Career & Technical Education) unit submitted a grant proposal for the "1000 Aerospace FTEs" to support the development of a night Machining program. If awarded, the department would offer both first and second year classes in the evening as part of a statewide effort to support the aerospace industry. (OOI)
- Brenda Walstead and Kristi Taylor presented a three-hour continuing education course on taking quality radiographs. This took place on April 25 at the Washington State Dental Hygienists' Symposium. The class had 56 dental hygienists and dental hygiene educators from across Washington. (OOI)
- Dr. Marcia Roi, the department chair of the Addiction Counseling Education Department has been appointed to the Clark County Substance abuse Advisory board. The board advises the Clark County Commissioners on providing substance abuse treatment and prevention services in Clark County. (OOI)
- Recently tenured Anthropology faculty Rob Schubert was invited by the Portland State University Anthropology Department to give a lecture titled "How plastic is primate positional behavior?: Intraspecific comparisons of Ursine Colobus and Lowe's Guenons in a Ghanaian sacred grove". (OOI)
- On April 10, Child and Family Services was one of three selected tour sites for the National Conference of Campus Child Care Directors. Directors from two-year community/technical colleges and four-year universities from all 50 states attended. Directors were particularly interested in the ECE lab, the outdoor environments, and the family involvement components. (OOI)

RESPOND TO WORKFORCE NEEDS

- In April, Child and Family Services Director Laurie Cornelius and Karen Peterson from WSUV represented higher education at the “Children Can’t Wait” Conference where local legislators, funders, and business leaders discussed a strategic plan for the promotion of early learning initiatives in Clark County. (OOI)
- Kathrena Halsinger’s Graphic Design Studio II class recently completed a service project for Vancouver Summer Adventures, a Health Department program that serves low-income children in Vancouver. The client was very happy with the students’ work, and the students gained excellent real-life graphic design project experience. (OOI)
- Dr. Peter G. Williams, Dean of STEM, was one of four presenters at the Vancouver School District’s Superintendent’s Management Task Force meeting on Thursday, May 8, 2014. The other presenters were Dr. Laura Parker, Director of the Southwest Washington STEM Network, Christina Iremonger, Principal, iTech Prep High School, and Nate Macon, Coordinator, Skyview High School Science, Math and Technology Magnet Program. The title of the group presentation was “Update on STEM Education.” The purpose of the Superintendent’s Management Task Force meeting is to engage community and business thought leaders in the work of the Vancouver Public Schools. (OOI)
- The Health e-Workforce Consortium Student Navigator collaborated with the Career Center to offer a presentation for youth at the Vancouver Housing Association on April 14. The Navigator also conducted a presentation to 48 students attending the sixth-quarter Nursing Professional Leadership Practice course on resume writing and interviews. The presentation was filmed through Tegrity and uploaded to Canvas. (SA)
- The 2014 Career Days week-long event kicked off with the annual Career Clothing Closet on April 17-18, coordinated by the Volunteer & Service Learning Program. A total of 332 students attended the two-day event with over 200 students receiving donated professional clothing to make them feel more confident going into the workplace. The students were also invited to attend other Career Days workshops to assist them with interviewing techniques, resume tips and much more. The event hosted an employer panel with Adidas, The Boeing Company, and Madden Industrial. Bobby Castaneda, a 2013 Clark College graduate who currently works for ACS Professional Staffing, was a panelist on the employer panel and because he was knowledgeable, enthusiastic, and well-received last year he also presented his own workshop called “Opportunity, Preparation, Success” on April 22. Other returning presenters included Career Counselor Christine Lundeen from Washington State University, Vancouver and Gary Coleman, a job coach from Portland Community College. In addition, Joshua Waldman, author of the book "Job Searching with Social Media for Dummies" presented a workshop on April 21. (SA)
- LinkedIn, a business-oriented social networking site with over 300 million members was also a large focus at Career Days. In addition to the Drop-in Resume Clinic on April 22, 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 23, students had the opportunity once again to have a professional photo taken at the LinkedIn Photo Booth to add to their profiles. (SA)

RESPOND TO WORKFORCE NEEDS

- Nearly 800 jobseekers attend the Career Days Job Fair on April 23. For the second year in a row, we reached full capacity with 50 employers represented in the Gaiser Student Center. Employers were actively engaged with jobseekers from the start of the event through the end. (SA)
- The Career Center Manager served on an employer panel with an agent from VitaminTalent and the owner of Reed Creative Graphic Design Studio on April 30. Students preparing to graduate with degrees and certificates in Web and Graphic Design gained information about the job market and tips for success in the networking and job search process. (SA)
- Associate Vice President Kevin Witte has been elected to Bridgeview Housing's Board of Directors. Bridgeview Housing is a 501(c)(3) organization that works closely with the Vancouver Housing Authority. Originally chartered in 2003 to develop tax-credit low income housing, the organization was repurposed in 2012 to help the Vancouver Housing Authority's subsidized housing clients with:
 - Life skills
 - Marketable employment skills
 - Early childhood education
 - Activities, leadership programs and college preparation for teenagers (CCE)
- Michelle Giovannozzi, Director of Corporate & Community Partnership, has been elected to join the executive committee for the Leadership Clark County Board of Directors in the role of Secretary. (CCE)
- Corporate & Continuing Education staff met with the following organizations and attended events to promote College corporate and community relations:
 - Attended Bridgeview Housing Board of Directors meeting.
 - Met with Jeanne Bennett, Executive Director of the Southwest Washington Workforce Development Council (SWWDC), to discuss partnerships between the two organizations.
 - Attended Southwest Washington Workforce Development Council/Clark monthly grant development meeting.
 - Attended meetings of the Southwest Washington Regional Health Alliance (RHA) Board of Directors, RHA Communication workgroup and RHA Governance workgroup, in support of education in healthcare.
 - Attended the Vancouver Business Journal Business Growth Awards event.
 - Attended the Columbia River Economic Development Council quarterly luncheon.
 - Participated in meetings with City of Vancouver and Clark County companies in the IPZ (Innovation Partnership Zone) to create a statewide center of digital innovation.
 - Attended the #next chapter meeting hosted by the City of Vancouver to promote a city-wide reading event.
 - Participated in Leadership Clark County retreat.
 - Attended Greater Vancouver Chamber of Commerce after hours business networking events.
 - Participated in "Nerd Nite" at Kiggins Theatre to promote continuing education classes and excursions.

RESPOND TO WORKFORCE NEEDS

- Participated in the “50+ Expo” at the Vancouver Hilton to promote Mature Learning classes and the Plus 50 Initiative.
- Conducted employer visits to Alpine Payment Systems, Big Al’s, Clearwater Retirement Community, DiscoverOrg, Emeritus at Fishers Landing, Fisher Investments, Fort Vancouver Library, Home Instead, Moonstruck Chocolates, Pacific Foods of Portland, Oregon Screw, PlastiFab, Portland Golf Club, Royal Oaks Country Club, SEH America, The MAC Club, The Quarry, The Standard, US Bank and Washougal School District. (CCE)

ENHANCE COLLEGE SYSTEMS

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

- Improve college infrastructure to support all functions of the college.
- Develop and implement an effective advising system to enhance student success.
- Seek alternate resources, such as grants, philanthropy, and partnerships to fulfill the college mission.
- Refine, communicate, and implement a shared governance system.
- Integrate environmental sustainability practices into all college systems.

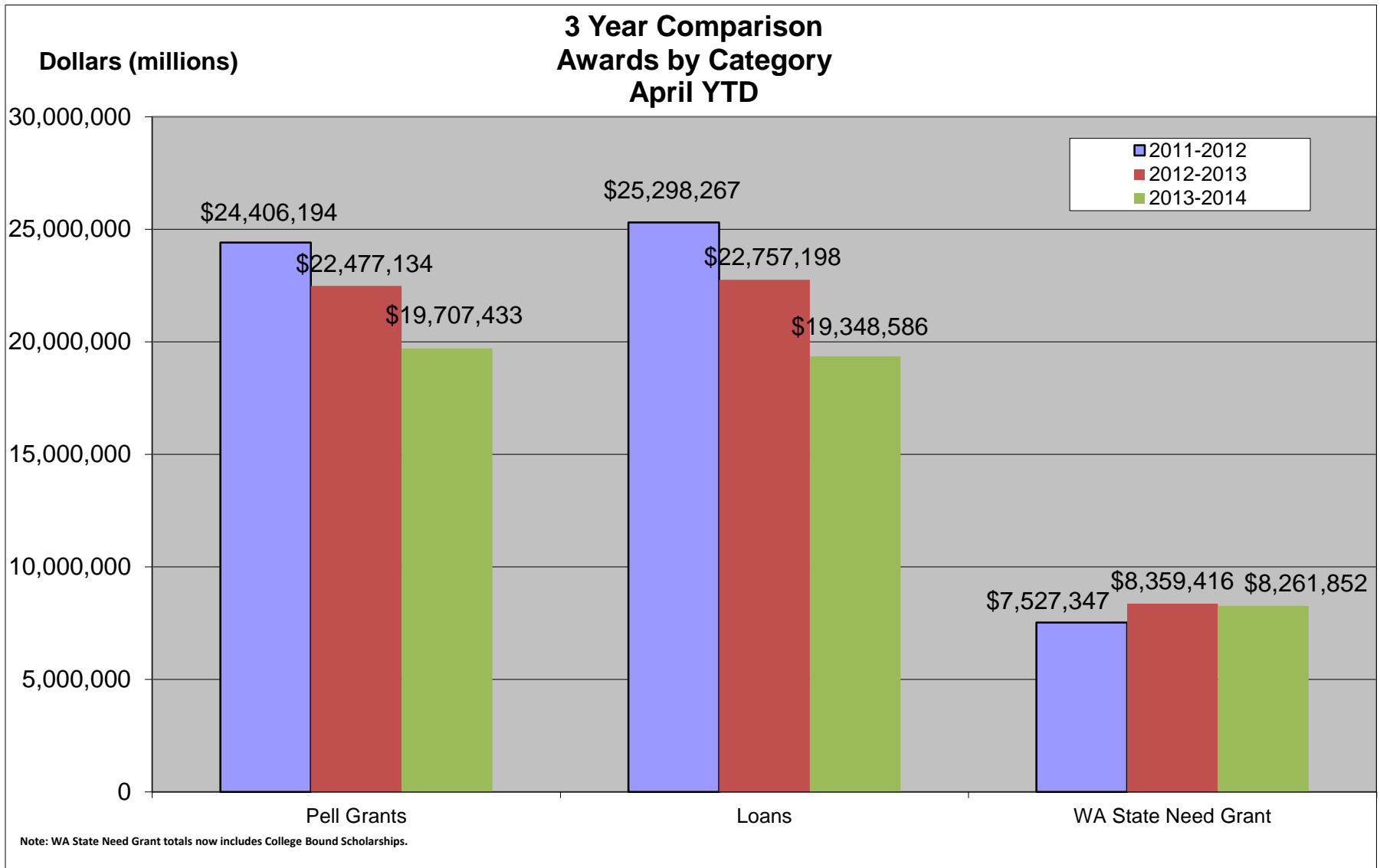
Progress

- Business Services has completed the process of transitioning to laser printing of the College's daily checks. Historically, checks were processed on impact printers, which required significant staff intervention to process on a daily basis. Switching to laser check printing has created efficiencies for staff in both IT and Business Services. (AS)
- The Bookstore conducted two satisfaction surveys (one with faculty and one with customers) over a two-week period in April. More than three hundred surveys, intended to measure satisfaction of products, services and attributes of the store and web site, were returned (anonymously) to the National Association of College Stores. Survey results will be tabulated and reported to the Bookstore in the coming months. (AS)
- Environmental Health and Safety (EHS) staff led a hazardous materials discussion at the Facilities Services safety meeting and requested current chemical inventories from each department. (AS)
- EHS conducted confined space entry refresher training for nine employees. (AS)
- EHS conducted three ergonomic consultations. (AS)
- Clark College is in the initial stages of becoming a Clark County Green Business. The application process with the county's Department of Environmental Services includes conducting assessments in six categories: storm water; waste and recycling; water and wastewater; hazardous substances; energy; and community. (AS)
- EHS conducted 15 Service Cart training sessions for approximately 125 employees who drive service carts as part of their job. The training is part of the recently approved Driver Requirements and Authorization protocol. (AS)
- At 10:40 a.m. on May 7, 2014 Clark College conducted a College-wide evacuation exercise. Following the exercise, employees were invited to respond to a short survey about their experience during the exercise. More than 272 employees completed the survey, representing a 25% participation rate. Key findings: 95 % received the audible notification during the exercise and 89% felt they were prepared for an evacuation at the College. (AS)

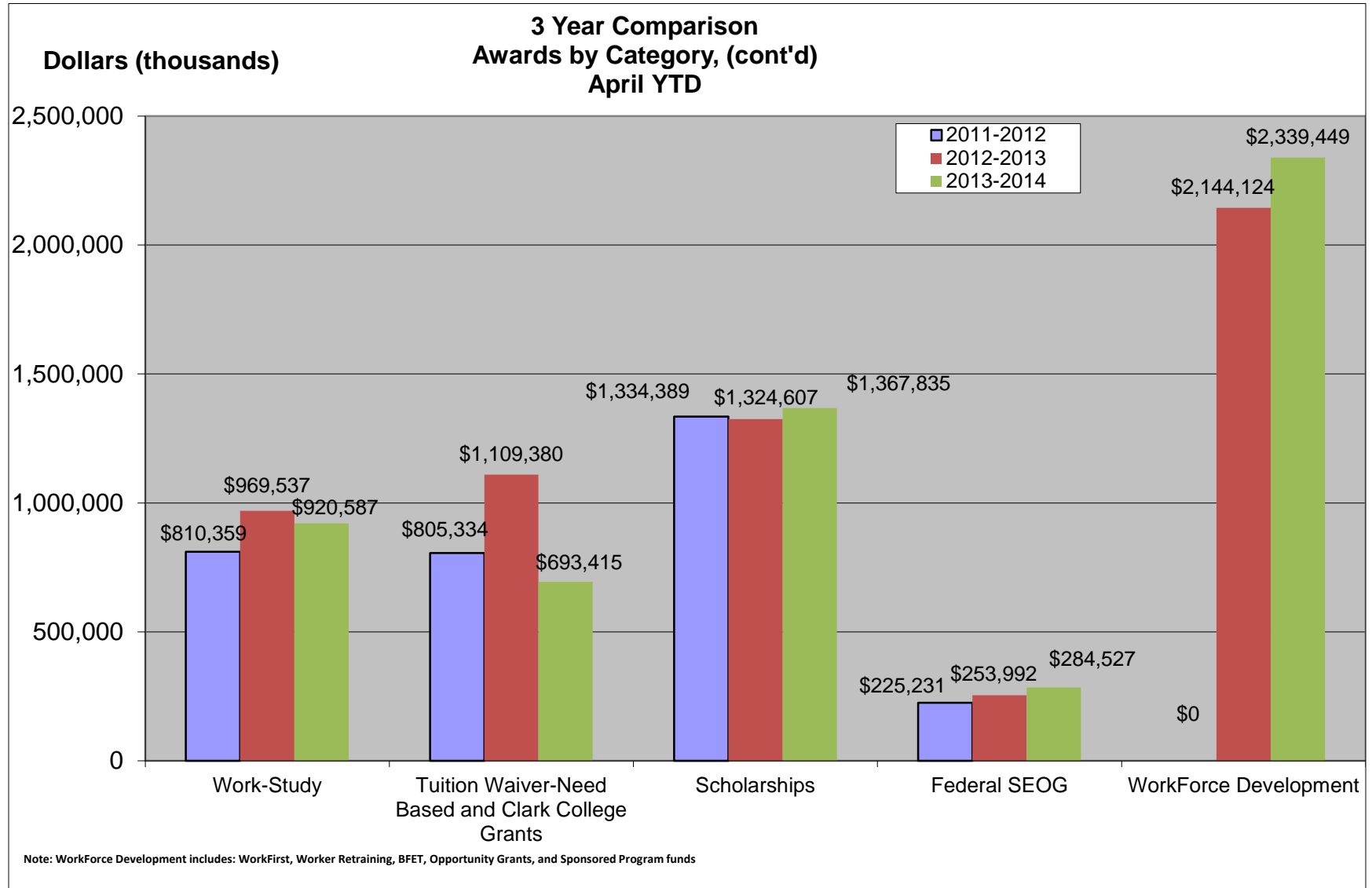
ENHANCE COLLEGE SYSTEMS

- The Advising Services Office in collaboration with the Office of Planning and Effectiveness launched a comprehensive advising satisfaction survey that will span the entire spring quarter (April 7 through June 13) with the purpose of gathering student response data that will assist the Advising Services office to continue to improve and enhance our advising system in order to support student success. (SA)
- Academic Early Warning (AEW), a key retention program housed within the Student Success Programs office, is underway for spring quarter 2014. In the first four weeks of the quarter, 139 instructors submitted reports for 773 students enrolled in Basic Education and college-level courses, in addition to no-show drops. The program is currently piloting new reporting options for Basic Education faculty to alert students with missing assignments, low assignment/test grades, lack of participation, and under-preparedness. The pilot began this quarter with critical transition courses including Intensive Math Review (IMR), Fast Track, and I-BEST, and will expand to other Basic Education courses in the future. A team of trained Basic Education staff will follow up with these students to ensure they have support in connecting with faculty, taking advantage of campus resources, and identifying and progressing towards their educational goals. Future AEW initiatives include providing targeted outreach to first quarter students, and students dropped for non-attendance. (SA)

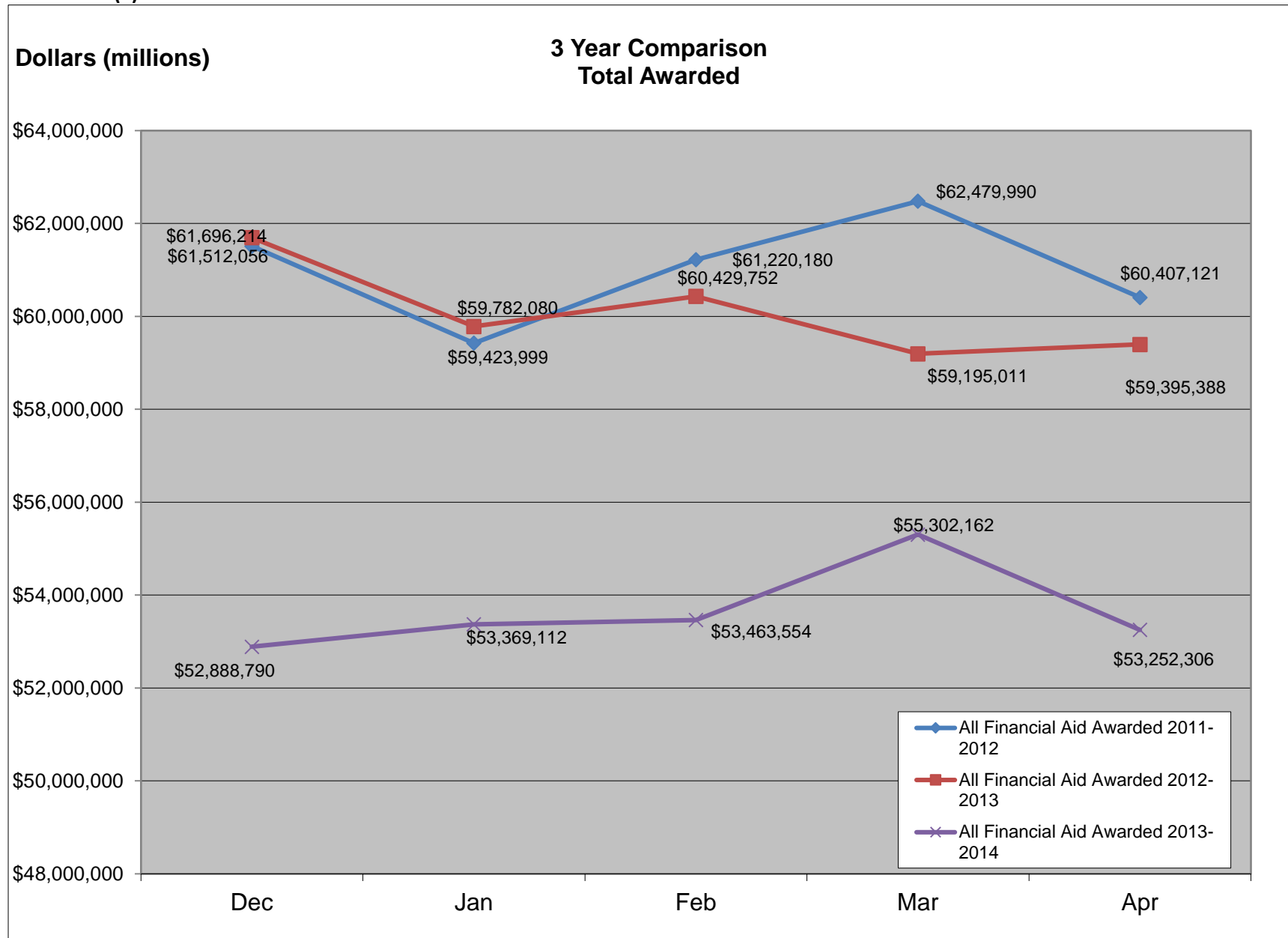
STATISTICS (1)



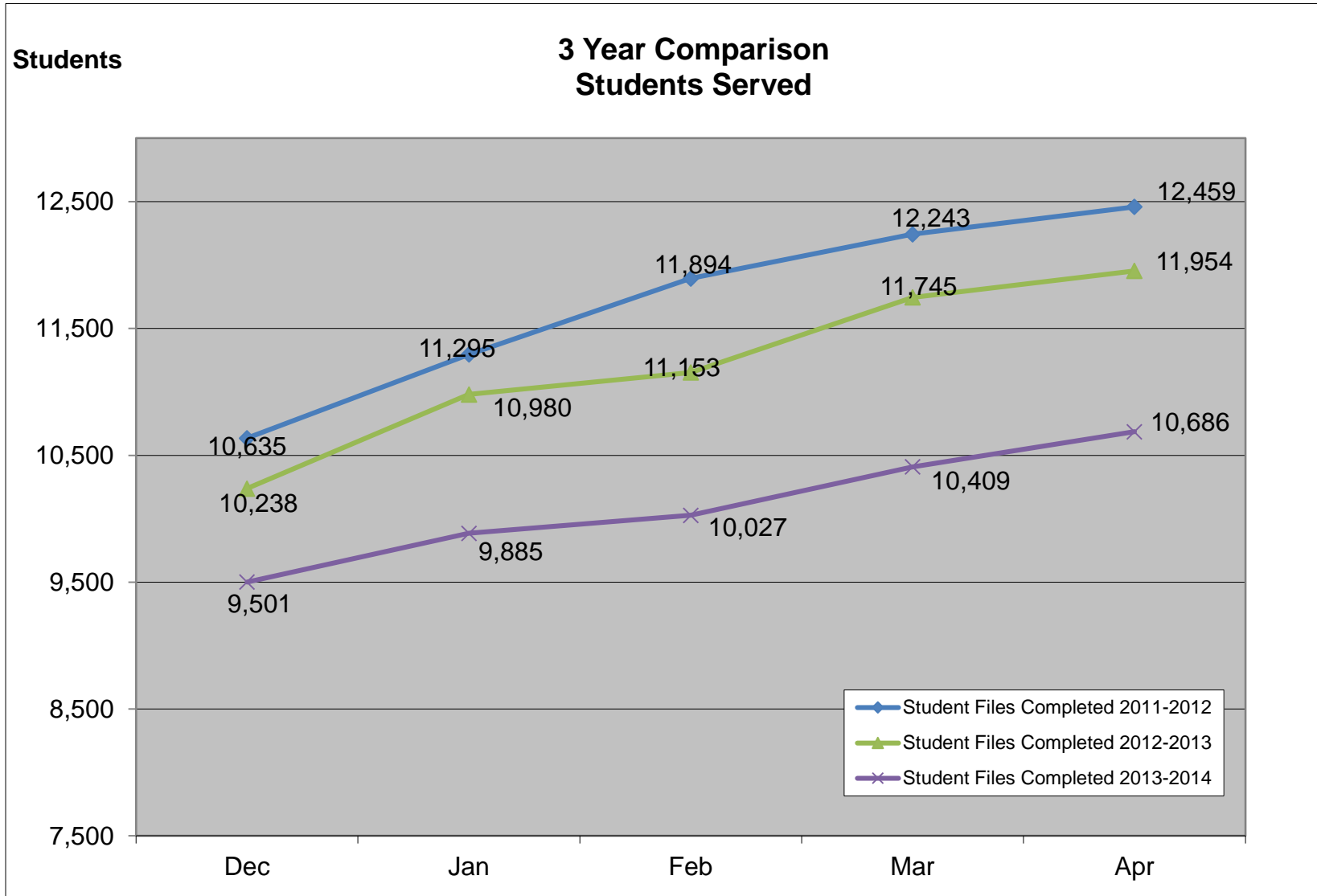
STATISTICS (2)



STATISTICS (3)



STATISTICS (4)



Clark College - Budget Status Report April 30, 2014

Sources of Funds (Revenues)	2013-14 Budget	Revenues to Date	Difference	% Budget Received
Operating Accounts				
State Allocation	26,541,857	20,361,446	6,180,411	76.7%
Tuition & ABE	18,192,718	19,894,911	(1,702,193)	109.4%
Running Start	6,372,656	5,261,443	1,111,213	82.6%
Excess enrollment	7,308,444	4,442,600	2,865,844	60.8%
Planned use of prior fund 148 balance	250,274	-	250,274	0.0%
Dedicated, matriculation, tech, cont ed	4,054,274	3,782,284	271,990	93.3%
Total Operating Accounts	62,720,223	53,742,683	8,977,540	85.7%
Other Accounts				
Grants & Contracts less Running Start	4,081,080	2,989,328	1,091,752	73.2%
Planned use of prior fund 145 balance	106,356	-	106,356	0.0%
Internal Support & Agency Funds	1,015,235	1,031,158	(15,923)	101.6%
ASCC less PUB	1,975,794	1,670,716	305,078	84.6%
Bookstore	5,294,351	4,807,693	486,658	90.8%
Parking	462,894	441,043	21,851	95.3%
Auxilliary Services	1,536,607	1,225,874	310,733	79.8%
Financial Aid	63,367,960	50,437,682	12,930,278	79.6%
Total Other Accounts	77,840,277	62,603,493	15,236,784	80.4%
Total Sources of Funds	140,560,500	116,346,177	24,214,323	82.8%

Uses of Funds (Expenses)	2013-14 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
Operating Accounts				
President	727,393	526,180	201,213	72.3%
Associate Vice President of Planning & Effectiveness	455,107	386,187	68,920	84.9%
Special Advisor for Diversity & Equity	274,409	243,938	30,471	88.9%
Vice President of Instruction	38,998,874	29,190,705	9,808,169	74.9%
Vice President of Administrative Services	7,693,031	6,731,511	961,520	87.5%
Vice President of Student Affairs	8,270,262	6,665,899	1,604,363	80.6%
Associate Vice President of Corporate & Continuing Ed	844,327	689,171	155,156	81.6%
Executive Director of Communications	4,558,084	3,811,566	746,518	83.6%
Associate Vice President of Human Resources	898,736	728,039	170,697	81.0%
Bank & credit card fees		223,080		
Total Operating Accounts	62,720,223	49,196,276	13,747,027	78.4%
Other Accounts				
Grants & Contracts less Running Start	4,187,436	4,013,513	173,923	95.8%
Internal Support & Agency Funds	1,015,235	1,019,818	(4,583)	100.5%
ASCC less PUB	1,975,794	1,460,744	515,050	73.9%
Bookstore	5,294,351	4,850,636	443,715	91.6%
Parking	462,894	373,105	89,789	80.6%
Auxilliary Services	1,536,607	1,359,611	176,996	88.5%
Financial Aid	63,367,960	50,426,017	12,941,943	79.6%
Total Other Accounts	77,840,277	63,503,443	14,336,834	81.6%
Total Uses of Funds	140,560,500	112,699,719	27,860,781	80.2%
Difference - Excess (Deficiency)	-	3,646,458		
Capital Projects- Expenditures	42,847,370	6,049,250	36,798,120	14.1%

c. Bob Knight, Bob Williamson, Sabra Sand
e. Thersa Heaton, Cindi Olson, Nicole Marcum, Bill Belden
Ron Hirt, Accounting-May 9, 2014

CLARK COLLEGE
Fund and Cash Balances
as of July 1, 2013

	Fund Balance (minus non-cash assets) 6/30/13	Cash Balance (minus dedicated cash) 6/30/13	Required Reserves	Prior Commitments (prior to 7/1/13)	New Commitments (2013/14)	Total Available Cash
145	Grants and Contracts*	3,845,320	2,606,923	106,356	398,991	2,101,576
147	Local Capital*	389,184	-			-
148	Dedicated Local	4,033,301	62,779	65,229	293,903	(296,353)
149	Operating Fee	245,759	36,114			36,114
440	Central Store (Catalog)	52,107	52,107			52,107
443	Data Processing*	928,195	928,195		928,195	-
448	Print/Copy Machine	(23,824)	(23,824)			(23,824)
460	Motor Pool	47,148	47,148			47,148
522	ASCC	2,285,472				-
524	Bookstore	3,538,129	3,538,129			3,538,129
528	Parking	300,945	300,945			300,945
570	Other Auxiliary Enterprise	1,182,642	495,286	30,315		464,971
790	Payroll (clearing)	210,454				-
840	Tuition/VPA	3,699,586				-
846	Grants - Fin Aid	(1,535,778)				-
849	Student Loans	36,069				-
850	Workstudy (off-campus)	(3,793)				-
860	Institutional Financial Aid Fur Reserves*	635,418				-
				6,207,136		(6,207,136)
Totals		19,866,334	8,043,802	6,207,136	201,900	1,621,089

* Fund balance moved after year end

Fund Balance Less Commitments

Available Fund Balance Before Commitments	8,043,802
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Prior Year Commitments

Date	as of July, 2013	Fund	Amount	Total
7/31/2012 SA	AACRAO Strategic Enrollment Management Consultant	145	50,000	
6/30/2013 SA	AACRAO Strategic Enrollment Management Consultant	145	23,410	
7/31/2012 Gen	SMART CLASSROOMS	145	7,544	
7/31/2012 AS	Facilities Carryforward	145	25,402	
				106,356
7/31/2012 AS	Emergency food and water supplies	148	9,800	
1/24/2012	LEAN Consultant	148	21,270	
2/7/2013	Hanna Lobby Furniture	148	29,000	
6/30/2013	Institutional Furniture	148	5,159	
				65,229
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				201,900

New Commitments July 1, 2013 to present

Date		Fund	Amount	Fund Total
12/10/2013	IT Infrastructure	145	398,991	398,991
7/22/2013	STEM Grant	148	50,000	
7/22/2013	Bus Wrap	148	1,545	
8/13/2013	Sunday Streets Alive	148	1,000	
9/5/2013	Instructional Load Changes	148	75,000	
11/27/2013	Security Street Legal Carts - 2	148	26,000	
1/14/2014	Motion Detection Lights-Oliva Family Learning Center	148	6,500	
2/19/2014	Culinary Feasibility Study	148	29,378	
2/27/2014	Advocacy Contract	148	25,000	
2/4/2014	OU Campus and Salesforce	148	79,480	
				293,903
7/1/2013	CIS Funds	443	370,195	
12/10/2013	Fiber Optic Cable	443	133,000	
7/1/2013	Smart Classrooms	443	425,000	
				928,195
Total New Commitments				1,222,098

Required Reserves

10% of \$62,071,364	6,207,136
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Fund Balance After Commitments and Required Reserves	412,668
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MEMORANDUM

TO Robert Knight, President
FROM Tim Cook, Vice President of Instruction
DATE May 7, 2014
RE Sabbatical Requests for 2014-2015 Academic Year

A summary of the sabbatical leave applications for the 2014-2015 academic year is attached. The Professional Placement and Advancement Committee (PPAC) met February 14, 2014, and recommended approval of the following applicants.

Faculty Member	Department	Requested quarters
Roxanne Dimyan	Library	Fall 2014
Kitty Mackey	Library	Fall 2014
Erika Nava	Spanish	Winter 2015 & Spring 2015
Kathleen Perillo	Biology	Winter 2015 & Spring 2015
Stephen Walsh	Business	Spring 2016

I recommend that all of the applicants on this list be awarded sabbatical leave. My recommendation constitutes a total of seven quarters for 2014-2015. Please let me know if you have any questions or need any additional information.

Enclosures
TC: kb
cc: file

ACTION ITEMS—FIRST READING

Clark College
2013-2015 Academic Calendar
REVISED 2014-15 ONLY

	2013-14		2014-15	
SUMMER QUARTER	2013		2014	
July 4 th Holiday	July 4 (Th)	2013	July 4 (F)	2014
Classes begin	July 8 (M)	2013	July 7 (M)	2014
End of 1 st 4-week session	Aug. 2 (F)	2013	Aug. 1 (F)	2014
2 nd 4-week session begins	Aug. 5 (M)	2013	Aug. 4 (M)	2014
Last day of 2 nd 4-week session	Aug. 30 (F)	2013	Aug. 29 (F)	2014
Last day of 8-week session	Aug. 30 (F)	2013	Aug. 29 (F)	2014
FALL QUARTER	2013		2014	
Labor Day Holiday	Sept. 2 (M)	2013	Sept. 1 (M)	2014
Faculty Workdays, Orientation, Registration, Advising	Sept. 11-20 (8 days)	2013	Sept. 10-19 (8 days)	2014
Classes Begin	Sept. 23 (M)	2013	Sept. 22 (M)	2014
Faculty Workday	Oct. 11 (F)	2013	Oct. 10 (F)	2014
Veterans Holiday	Nov. 11 (M)	2013	Nov. 11 (T)	2014
No Evening Classes	Nov. 27 (W)	2013	Nov. 26 (W)	2014
Faculty Workday	Nov. 27 (W)	2013	Nov. 26 (W)	2014
Thanksgiving Holiday	Nov. 28-29 (Th-F)	2013	Nov. 27-28 (Th-F)	2014
Last Day of Classes	Dec. 6 (F)	2013	Dec. 5 (F)	2014
Final Exams	Dec. 9 -12 (M-T-W-Th)	2013	Dec. 8-11 (M-T-W-Th)	2014
Faculty Workday	Dec. 13 (F)	2013	Dec. 12 (F)	2014
Christmas Holiday	Dec. 25 (W)	2013	Dec. 24 (W)	2014
WINTER QUARTER	2014		2015	
New Year's Day Holiday	Jan. 1 (W)	2014	Jan. 1 (Th)	2015
Classes Begin	Jan. 6 (M)	2014	Jan. 5 (M)	2015
Martin Luther King Holiday	Jan. 20 (M) Holiday Observed	2014	Jan. 19 (M) Holiday Observed	2015
Presidents Day Holiday	Feb. 17 (M) Holiday Observed		Holiday not observed	
Last Day of Classes	Mar. 17 (M)	2014	Mar. 13 (F)	2015
Final Exams	Mar. 18-21 (T-W-Th-F)	2014	Mar. 16-19 (MTWTH)	
Faculty Workday	Mar. 24 (M)	2014	Mar. 20 (F)	2015
SPRING QUARTER	2014		2015	
Classes Begin	Apr. 7 (M)	2014	Apr. 6 (M)	2015
Memorial Day Holiday	May 26 (M)	2014	May 25 (M)	2015
Last Day of Classes	June 13 (F)	2014	June 12 (F)	2015
Final Exams	June 16-19 (M-T-W-Th)	2014	June 15-18 (M-T-W-Th)	
Graduation	June 19 (Th)	2014	June 18 (Th)	2015
Faculty Workday	June 20 (F)	2014	June 19 (F)	2015

	<u>Fall 13</u>	<u>Winter14</u>	<u>Spring14</u>	<u>Fall14</u>	<u>Winter 15</u>	<u>Spring15</u>
Instructional Days	50	49	49	50	49	49
Exam Days	4	4	4	4	4	4
Faculty Workdays	11	1	1	11	1	1
	65	54	54	65	54	54

NOTE: For classes that fall on a Monday holiday, instructors will need to adjust schedule to accommodate for instructional time.

ACTION ITEMS—FIRST READING

Clark College
2015-2017 Academic Calendar
REWORK – 4-24-2014 –DRAFT

	2015-16		2016-17	
SUMMER QUARTER	2015		2016	
Classes begin	July 6 (M)	2015	July 5 (T)	2016
End of 1 st 4-week session	July 31 (F)	2015	July 29 (F)	2016
2 nd 4-week session begins	Aug. 3 (M)	2015	Aug. 1 (M)	2016
Last day of 2 nd 4-week session	Aug. 28 (F)	2015	Aug. 26 (F)	2016
Last day of 8-week session	Aug. 28 (F)	2015	Aug. 26 (F)	2016
FALL QUARTER	2015		2016	
Labor Day Holiday	Sept. 7 (M)	2015	Sept. 5 (M)	2016
Faculty Workdays and Orientation	Sept. 14-18 (5 days) M-F	2015	Sept. 12-16 (5 days) M-F	2016
Classes Begin	Sept. 21 (M)	2015	Sept. 19 (M)	2016
Faculty Workday (no classes)	Oct. 9 (F)	2015	Oct. 7 (F)	2016
Veterans Holiday	Nov. 11 (W)	2015	Nov. 11 (F)	2016
Faculty Workday (no classes)	Nov. 25 (W)	2015	Nov. 23 (W)	2016
Thanksgiving Holiday	Nov. 26-27 (Th-F)	2015	Nov. 24-25 (Th-F)	2016
Last Day of Classes	Dec. 4 (F)	2015	Dec. 2 (F)	2016
Final Exams	Dec. 7-10 (MTWTH)	2015	Dec. 5-8 (MTWTH)	2016
Faculty Workdays	Dec. 11 (F), Dec. 14 (M)	2015	Dec. 9 (F), Dec. 12 (M)	2016
Christmas Holiday	Dec. 24 (TH), Dec. 25 (F)	2015	Dec. 23 (F) 26 (M)	2016
WINTER QUARTER	2016		2017	
New Year's Day Holiday	Jan. 1 (F)	2016	Jan. 2 (M)	2017
Classes Begin	Jan. 4 (M)	2016	Jan. 9 (M)	2017
Martin Luther King Holiday	Jan. 18 (M)	2016	Jan. 16 (M)	2017
Last Day of Classes	Mar. 11 (F)	2016	Mar. 17 (F)	2017
Final Exams	Mar. 14-17 (MTWTH)	2016	Mar. 20-23 (MTWTH)	2017
Faculty Workdays	Mar. 18 (F), March 21 (M)	2016	Mar.24 (F), Mar. 27 (M)	2017
SPRING QUARTER	2016		2017	
Classes begin	Apr. 4 (M)	2016	Apr. 10 (M)	2017
Memorial Day Holiday	May 30 (M)	2016	May 29 (M)	2017
Last Day of Classes	June 10 (F)	2016	June 16 (F)	2017
Final Exams	June 13-16 (MTWTH)	2016	June 19-22 (M-TH)	2017
Graduation	June 16 (TH)	2016	June 22 (TH)	2017
Faculty Workday	June 17 (F) , June 20 (M)	2016	June 23 (F), June 26 (M)	2017
			Note: Summer 2017 should begin July 3	

	<u>Fall 15</u>	<u>Winter 16</u>	<u>Spring 16</u>	<u>Fall 16</u>	<u>Winter 17</u>	<u>Spring 17</u>
Instructional Days	50	49	49	50	49	49
Exam Days	4	4	4	4	4	4
Faculty Workdays	9	2	2	9	2	2
	63	55	55	63	55	55

NOTE: For Fall 2015, classes that meet on Friday will need to make an adjustment to the time due to no classes on two Fridays. For Fall 2016, classes that meet on Friday need to make an adjustment to the time due to three Fridays with no classes.

ACTION ITEMS—FIRST READING

Reduction of non-resident tuition waiver from 100% to 80%

As part of the college budgeting process, members of the Executive Cabinet reviewed all optional waivers to determine how to best balance budget reductions with new revenue. One waiver, the non-resident tuition waiver, was identified as an area where the college could increase tuition revenue and minimize the impact on student access.

We are asking the board to approve a reduction of the non-resident waiver from 100% to 80%. This reduction in waived tuition is expected to generate \$461,000 in new revenue based on prior year enrollment numbers. A non-resident student taking 15 credits will pay \$325.32 more per quarter than in prior years. To maintain access for our most financially impacted students, we will adjust our financial aid awarding processes to support their continued enrollment.

This proposal is being made as part of a comprehensive approach to balancing the college budget while maintaining our key learning and support initiatives.

ACTION ITEMS

**Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
April 23, 2014
Ellis Dunn Room GHL 213**

Trustees Present/Absent: Mmes. Sherry Parker, and Rekah Strong; Messrs. Jack Burkman and Royce Pollard. Absent: Ms. Jada Rupley.

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 Kussman, Associate Vice President of Corporate & Continuing Education; Mr. Chato Hazelbaker, Chief Communications Officer; Ms. Sirius Bonner, Special Advisor for Diversity & Equity; Ms. Jane Beatty, Director of Change Management; Ms. Leigh Kent, Executive Assistant to the President.

Faculty: Ms. Kimberly Sullivan, AHE President; Messrs. Doug Helmer, Bruce Music, and Steve Smith.

Others: Ms. Bonnie Terada, Assistant Attorney General; Mr. Matthew Rygg, Dean of Student Success & Retention; Ms. Dena Brill, ASCC President; Mr. Billy Henry and Ms. Hollee Kennedy, students.

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none"> Chair Pollard called the meeting to order at 5:00 pm. He provided a synopsis of today’s work session where the board heard updates about the Facilities Master Plan and STEM building construction. 	
II.	BUSINESS MEETING		
II. A	Review of the Agenda	<ul style="list-style-type: none"> The agenda was accepted as presented. 	
II. B	Public Hearing on Revised Code of Student Conduct	<p>At 5:05, Chair Pollard recessed the regular meeting for a public meeting for the board to hear testimony on the proposed changes to the Code of Student Conduct.</p> <p style="text-align: center;">I now call this hearing to order. I am Royce Pollard, Chair of the Board of Trustees of Clark College. For the record, this hearing is being held on April 23, 2014 in the Ellis Dunn Community Room, GHL 213 at Clark College, starting at approximately 5:05 p.m.</p> <p style="text-align: center;">This hearing is being held to receive comments on the following proposal only:</p> <p style="text-align: center;">New Chapter 132N-125 WAC – Code of Student Conduct (formerly Chapter 132N-120 WAC).</p> <p style="text-align: center;">Notice of this proposal was published in the Washington State Register and in the college newspaper.</p> <p style="text-align: center;">This hearing is being held to hear comments presented on the proposal and will consist of two parts: 1) a brief explanation of the proposal; and 2) any oral testimony.</p>	

	TOPIC	DISCUSSION	ACTION
		<p>At this time, I will ask Matthew Rygg to briefly explain the proposal for WAC 132N-121 – Code of Student Conduct.</p> <p>Mr. Rygg stated that he has been working with AAG Terada over the past six months to update and revise the Code. The SBCTC and Attorney General initially developed the revised code and provided it to each community college who then adapted it to their own institution. Clark took the best policies statewide and merged them into the existing Code to create a new document. The Clark community has had opportunities for feedback, and questions, and today is the final opportunity for comments.</p> <p>Changes were made to five different sections and Title IX guidelines were strengthened. Academic dishonesty language was simplified and withdrawal from class policies (due to academic dishonesty) were changed so that students could no longer avoid penalties. There was delineation between the Conduct Review Officer and the Student Conduct Officer.</p> <p><u>Oral Testimony</u></p> <p>We will now hear from any proponents or opponents regarding this proposal. Does anyone wish to testify?</p> <p>For the record, please identify yourself and who you represent.</p> <p><u>Conclusion</u></p> <p>As there were no comments from the audience, therefore, I will close the testimony portion of the hearing.</p> <p>If there is nothing further, I will adjourn this rules hearing and we will resume the regular session of this board meeting.</p> <p>There were no comments from the audience and the public hearing was adjourned and the regular board meeting was reconvened at 5:09 pm.</p>	

	TOPIC	DISCUSSION	ACTION
II. C.	Statements from the Audience	<ul style="list-style-type: none"> • There were no statements from the audience. • President Knight introduced Hollee Kennedy, the 2014 Clark College Transforming Lives award winner. Ms. Kennedy's accomplishments were presented to the TACTC board for consideration for the statewide award. Although she did not receive the state award, she was Clark's selection. President Knight and the Foundation presented her with a \$500 scholarship for her to continue her studies for her Masters' Degree in Nursing. Ms. Kennedy thanked him for the honor. • President Knight also announced that Trustee Parker received the 2014 TACTC Trustee Leadership Award for her service to the college and the state during her 10 years on the board. 	
II. D.	Constituent Reports 1. AHE	<ul style="list-style-type: none"> • Ms. Sullivan spoke about the faculty's concern about deeper and deeper reductions being made to state funding. The reductions have become very apparent throughout the entire college and the faculty is very worried about losing administrators as well as the academic direction of the college. Clark must remain relevant for students and maintain our academic integrity. Things are so busy that no one has the time to stop and reflect on where the college is going and what is needed. • President Knight said he understands and feels that the college is fortunate to have faculty who are so concerned about the whole college. 	
	2. WPEA	<ul style="list-style-type: none"> • There was no report from the WPEA. 	
	3. ASCC	<ul style="list-style-type: none"> • Ms. Brill noted that appeals are starting on April 24 for Service & Activities (S&A) fees. The S&A budget had a shortfall for the 2014-15 year and rather than making one side take a shortfall, the committee chose to raise fees on students by \$0.60/credit who are taking between 11-18 credits. The committee also decided to reduce advisors' stipends by 10%. Clark still charges less than any other community college in the state and still have the highest paid advisors. This step wasn't taken lightly but through thoughtful discussion and negotiation. Just like the college, the ASCC has to tighten its belt as enrollment has fallen. The appeals process should take three weeks and she will have more information at the May meeting. 	
	4. Foundation	<ul style="list-style-type: none"> • There was no report from the Foundation. 	
II. D.	Statements & Reports from Board Members	<ul style="list-style-type: none"> • Although Trustee Burkman was disappointed that the Sakura Festival had to be held in in the Student Center due to the weather this year, having students at the event gave it a whole different flavor. The cherry blossoms were perfect this year and the women's choir was just amazing and everything went very well. 	

	TOPIC	DISCUSSION	ACTION
II. D.	Statements & Reports from Board Members	<ul style="list-style-type: none"> Trustee Strong spoke about how great it was to hold the Iris Awards at the college again this year. She has a personal connection with many of the awardees which makes it a very special event to her. She discussed the Christensen Yacht event and how it makes clear the connection between the college and local industry. We fulfill needed jobs and it was wonderful to see each department present and the work they do with the students. 	
II. E.	President's Report	<ul style="list-style-type: none"> Vice President Belden introduced the Student Success speaker, Billy Henry. Mr. Henry has been a student at Clark since 2010. He formed his own foundation at age 15 to connect visually impaired students with athletics. He has taken a combination of in-person and online classes so he could continue to run the foundation fulltime. Dr. Cook presented the Larch Corrections Center staff members: Doug Helmer, Steve Smith, Bruce Music, Larry Rudell, and Caitlin Ribera. They thanked the board and president for supporting their programs and provided an overview of all the courses offered at Larch. Ms. Diehl gave an update on the 2012-2013 scorecard results. These scorecard results will, in turn, produce the one-year institutional goals for 2014-2015. She guided the board through the core themes and results from each, pointing out notable changes from previous years, both positive and negative. Areas that underperform are areas which will be focused on next year. 	
III.	ACTION ITEMS		
	FIRST READING <ul style="list-style-type: none"> Revised Code of Student Conduct 		MOTION: Trustee Burkman made a motion to move the Revised Code of Student Conduct to the Consent Agenda. The motion was seconded by Trustee Strong and unanimously approved.
	CONSENT AGENDA <ul style="list-style-type: none"> Revised Code of Student Conduct Minutes from March 12, 2014 Board Meeting 		MOTION: Trustee Burkman made a motion to approve the Consent Agenda. The motion was seconded by Trustee Parker and unanimously approved.

	TOPIC	DISCUSSION	ACTION
IV.	FUTURE TOPICS		WATCH LIST
	College Safety 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 Wednesday, May 28, 2014 in the Ellis Dunn Community Room, GHJL 213. 		
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 6:10 pm. 		

Royce Pollard, Chair

Leigh Kent
Recorder
May 5, 2014