

Clark College Board of Trustees



September 24, 2014

Clark College
The Next Step



2014 - 2015 Institutional Goals

Focus on Learning

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

Expand Access

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

Foster a Diverse College Community

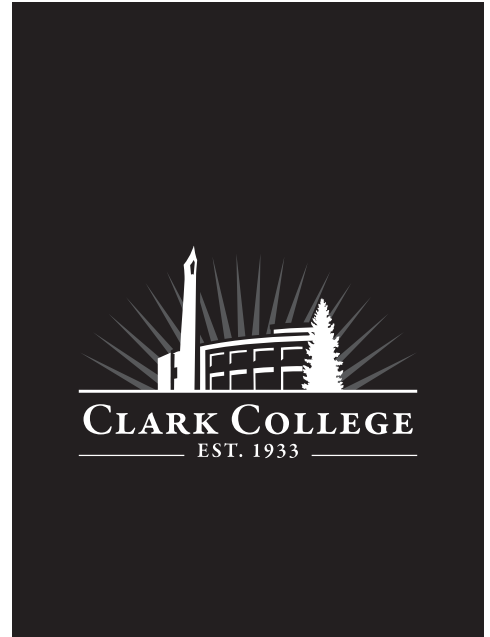
- Implement an employee recruitment plan to increase the proportion of diverse employee applicants for each open position to develop a workforce more reflective of the student body.
- Support all employees' and students' engagement in educational opportunities related to power, privilege, and inequity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

Respond to Workforce Needs

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

Enhance College Systems

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



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.

**Clark College
Board of Trustees Packet
September 24, 2014**

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CLARK COLLEGE BOARD OF TRUSTEES
Wednesday, September 24, 2014
Ellis Dunn Room, GHL 213

AGENDA

All regular meetings of the Board are recorded.

BOARD WORK/EXECUTIVE SESSION, PUB 258C

3:30-5:00 p.m.

- ♦ Intercultural Development Inventory
- ♦ President's Contract (Executive Session)

BUSINESS MEETING

I. CALL TO ORDER

5:00 P.M.

II. BUSINESS MEETING

A. Review of the Agenda

B. Statements from the Audience

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

C. Constituent Reports

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

D. Statements and Reports from Board Members

E. President's Report

Student Success Presentation: Bryce Ruppe
Faculty Presentation: Radmila Balada, Orbis Cascade Alliance and Shared Library System Initiative
Enrollment Report

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III. ACTION ITEMS

First Reading

- ♦ AHE Contract (41 pages)

Addendum A

Consent Agenda

- ♦ Minutes from August 27, 2014 Board of Trustees Meeting

Pages 28-31

IV. FUTURE TOPICS

- ♦ College Safety
- ♦ Facility Plan
- ♦ Fermentation/Restaurant/Maker Center
- ♦ K-12
- ♦ PPI Certificates
- ♦ Review of College Policies
- ♦ Service Learning
- ♦ Standard 2 Highlights

WATCH LIST

- ♦ Accreditation
- ♦ GISS Student Completion
- ♦ STEM

V. DATE AND PLACE OF FUTURE MEETING

The next regular meeting of the Board of Trustees is currently scheduled for Tuesday, October 21, 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.

FOCUS ON LEARNING

**PRESIDENT'S REPORT
SEPTEMBER 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.

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

Progress

- The following Clark students were chosen to have their 2014 Phoenix design work included in the New Ventures Student Exhibition at the Portland Northwest College of Art: Luke Acevedo, Cover Design; Shannon Wonser, Fine Art Editor; Matthew Caravaggio, Layout Editor; Chris Masoner, Photographer; Renee Soasey, Tim Roduner, Beth Means, Marlene Hope, Literary co-editors. Congratulations to all for their well-deserved recognition. The exhibition runs from September 4 to September 26. (OOI)
- During summer, Tutoring Services relocated math and science tutoring to BHL 101, the new STEM (Science, Technology, Engineering, and Math) Help Center. The Math Help Center and Women in STEM Math Help Center closed at the end of summer and will be folded in to an expanded STEM Help Center. The space in BHL 101/102 is currently being remodeled to accommodate the integration of services and is expected to open the first week of fall quarter. The integration of centers helps achieve our goal of providing high-quality, consistent, and accessible academic support to students, while also reducing confusion and operational redundancies. (OOI)
- There are now four main tutoring centers on campus:
 - Language & Writing Center (Hawkins Hall 102) – world languages, IELP (Intensive English Language Program), ASL (American Sign Language), writing
 - STEM Help Center (Bauer Hall 101) – math & sciences
 - Accounting & Business Lab (AA4 106) – accounting, business, economics
 - Student Learning Center (TBG 228) – ABE (Adult Basic Education), GED, ESL (English as a Second Language)

To serve students off the main campus, tutoring is available at CTC and online at e-Tutoring.org. (OOI)

FOCUS ON LEARNING

Summer 2014 Tutoring Stats & Info

Center	Location	# Visits	# Students	Visits per Student
Math Help Center	BHL 107	812	148	5.5
WIS (Women in Stem)	BHL 013	276	62	4.5
STEM Help Center	BHL 101	897	212	4.2
Language & Writing Lab	HKH 102	705	179	3.9
Accounting & Business Lab*	AA4 106	0	0	0
CTC (Columbia Tech Center)	CTC 336	3	2	1.5
eTutoring	online	82	19	4.3
Sub Total		2775	622	4.5
SLC (Student Learning Center)	TBG	242	46	5.3
TOTAL		3017	668	4.5

*AA4 closed for summer

- The Bookstore knows price is often the driving factor in student textbook purchasing decisions, so staff strives to provide the best possible prices on textbooks. Beginning June 2014 the store introduced a NEW comparison feature on the Bookstore website to help students save time and money. This new feature shows them our prices, right alongside those of Amazon, Half and other online retailers. Clark students can shop and choose *their* preference, whether it is the lowest price, greatest convenience or safest bet. And, with our one-stop-shop tool, it is easy to order from us or another retailer - saving the student valuable time searching multiple sources. To date, fall quarter, the Bookstore wins more than 80% of the orders placed. (AS)
- Mike Shingle, Educational Planner for the College Prep & Transfer Division and Diana Jaramillo, Associate Director of Advising, attended ESL and ABE/GED Orientation training on August 18 facilitated by Dean Deena Godwin. This training provided updates on ABE/GED curriculum and addressed staffing needs for ESL orientation sessions to ensure continuity and consistency of orientation experiences for new Transitional Studies students. (SA)
- In collaboration with Teaching and Learning Center, Associate Directors Diana Jaramillo and John Maduta of Advising Services provided five Student Advocacy Seminars on Advising in August. Each session was attended by a diverse group of faculty and staff who either plan to provide academic advisement or who would like to become more informed about advisement procedures and resources at Clark to better support student completion. (SA)
- Multicultural Retention Manager Felisciana Peralta, presented 17 workshops for the Student Advocacy Seminars: Power, Privilege, and Inequity Workshops. The workshop was designed to help the Clark College community learn how to connect work at Clark to students' learning experiences with regard to the issues of power, privilege and inequity. There were 186 in attendance during the 17 workshops. (ODE)

FOCUS ON LEARNING

- Diana Jaramillo, Associate Director of Advising, coordinated Advising training for Nancy Young, the new International Programs Educational Planner. Nancy spent several days in Advising Services observing experienced advisors serve Clark students and working with the Canvas-based Advising Training Academy to master technical information necessary for successful advising interactions. (SA)
- Mike Shingle, Educational Planner for College Prep and Transfer advising division, created a Canvas-based training for Transitional Studies advising. This resource will increase continuity and efficiency of training in support of ABE/GED Transitional Studies students. (SA)
- In 2013-14, Clark College granted degrees and certificates to approximately 2,100 students; approximately 750 students walked in the Commencement Ceremony on June 19. (SA)
- Advising Services conducted a student satisfaction survey during spring quarter to assess the student experience with advising, incorporate student feedback in the continuous improvement process, and drill down on areas of interest from the Noel-Levitz survey. The survey was developed by advisors in collaboration with Julie Robertson in the Office of Planning and Effectiveness. Overall, the 565 respondents (16% response rate) reported having a very positive experience with advising services at Clark College. Most common reasons for coming into advising were long/short term educational plan (52%), class scheduling (41%), and on track for graduation (21%). And overall, 78% of respondents indicated that their advising questions and needs were addressed at the advising session. Among students who had unmet needs, 89% stated that they were referred to a department that could properly assist the student with any question.

Approximately nine out of ten (89-96%) of respondents were satisfied or very satisfied with each of the components of advising:

- The advisor I met with helped me to review my goals and outline the steps to achieve them (92%).
- I felt comfortable talking to the advisor I met with (96%).
- The advisor I met with cared about my success here at Clark College (91%).
- The advisor I met with was well-informed about the requirements of my program (90%).
- The advisor I met with was well-informed about the transfer process and resources/directions on next steps (89%).
- The advisors at Clark College are dedicated to helping me reach my educational goals (90%).

Advising Services will use the results from the survey to inform practice and focus ongoing improvement efforts. (SA)

- Enrollment Services staff presented best practices to their colleges from across the region. Colman Joyce, Interim Associate Dean of Enrollment Management, presented “No Longer DREAMing from the Shadows: Creating a Welcoming Campus for DREAMers,” and Tenzing Gyatso, Associate Director of Entry Services, co-presented with Shawn Miller from Cascadia Community College on “No More Drinking from the Fire Hose.” (SA)

FOCUS ON LEARNING

- Jane Walster, Director of International Programs, and Kimberly Russell, Lead Instructor for the Intensive English Language Program (IELP), presented a workshop on July 29 to introduce the new IELP to the Advising Department staff. The IELP will begin fall term 2014. (SA)
- Jody Shulnak, International Marketing and Recruitment Manager, was selected as the 2014-2015 chair of the Washington Community College Consortium for Study Abroad (WCCCSA). WCCCSA held their summer meeting at Clark College. (SA)
- Planning & Effectiveness staff have been collaborating with faculty in their work to assess student learning outcomes for all degree and certificate programs by the end of the upcoming academic year. Planning is underway for a series of outcomes assessment retreats, during which faculty will assess student learning related to the 18 learning outcomes for the academic transfer degrees (AA and AS-T) and the general education outcomes for CTE programs. Many projects are underway to assess other degree and certificate learning outcomes with support from P&E staff, such as a survey asking employers to provide feedback on the knowledge and skills of Clark's Machine Technology graduates, a faculty-led assessment of the progression of student learning throughout five quarters of the Nursing program, in addition to others. To follow up on the excellent outcomes assessment work that faculty accomplished last year, P&E staff will continue to collaborate with faculty and administrators to take concrete action to strengthen student learning based on the findings from those projects, sometimes called "closing the loop". This work includes, for example, learning outcomes pertaining to communication skills, quantitative skills, information literacy, and health and physical education. This step of "closing the loop", perhaps the most important step in the process of assessing student learning, ensures that assessment data is used to make meaningful decisions to continually improve student learning. (P&E)
- The Continuing Education Cooking School program is partnering with Kaiser Northwest Permanente, to offer healthy cooking classes for Kaiser physicians this fall. The program is designed to demonstrate basic cooking tips to physicians, so that they can educate their patients about making healthy choices. Tracy Reilly Kelly, Continuing Education Program Manager, has designed the curriculum and will co-present with Dr. Keith Bachman in the CTC kitchen classroom. (CCE)
- Continuing Education Program Manager Tracy Reilly Kelly has begun a new monthly column for the online edition of the Vancouver Senior Messenger. Tracy will be writing about issues of interest to baby boomers. Her first article, to debut in September, will address cultural changes in retirement age in 2014 as compared to the last 20 years. (CCE)
- A new program, "Evening Academics," has been added to Continuing Education offerings for fall quarter. Classes include "The Sixties" with Steve Hotka; "The Quest for the Pacific Coast" with Roger Wendlick; and "When Should I Take Social Security?" with George Middleton. Fall cooking classes will focus on healthy cooking and promote the incorporation of more vegetables into one's diet. Offerings include classes on seafood, gluten free/dairy free, vegan, vegetable side dishes and home vegetable fermentation. (CCE)

EXPAND ACCESS

EXPAND ACCESS

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

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

Progress

- In collaboration with Enrollment Services, College Prep and Transfer advisors Joe Jenkins and Mike Shingle led orientation and registration support sessions for incoming ABE/GED students on August 25. Melissa Boles and Richard Hajarizadeh provided registration support. This evening orientation session provided access to students who would not be able to attend during typical business hours. (SA)
- In collaboration with Athletics, Mike Shingle provided educational planning and enrollment information at the Student Athlete Orientation on August 23. This session provided an opportunity for student athletes and their family members to learn about the importance of working with advisors to build a culture of academic success and to increase degree completion. (SA)
- Approximately 240 Running Start students and an equal number of parents attended the annual Running Start Bookstore Open House on August 26. Students were able to purchase textbooks, take a campus tour, meet college faculty and staff, buy their student ID cards and bus passes, and enter a door prize drawing for Bookstore gift cards. There were information stations for affordable textbook options, book rentals, technology, eLearning and Tutoring. Linda Calvert, Associate Director of Running Start, answered questions about RS and book funding that is available for students who qualify for free or reduced-price lunch. Information about Student Life and ASCC was provided by Student Life staff members Sami Lelo, Program Support Supervisor and Darci Feider, Program Coordinator. Oswald was also present to greet students. (SA)
- During the month of August, the Student Ambassadors provided 19 campus tours. (SA)
- Clark employees generously supported the 11th Annual Backpack Project this year by providing 76 school-aged children of Clark College students with new backpacks and supplies to start the new school year. The project has been led by Planning and Effectiveness for the past 11 years and has provided backpacks to almost 700 children of Clark College students in our community. Students express thanks and appreciation for the project such as, "I received the back packs for the kids today and I am overwhelmed with gratitude. I didn't realize that supplies would be included. On top of that these backpacks are really nice and the kids loved them. I know that I had filled out a thank you card at pick up but just wanted to say thanks again. I appreciate the support, it was a difficult decision to come back and finish my degree. There is a lot of family sacrifice involved, gesture(s) like these make a big difference. Thank you." (P&E)

FOSTER A DIVERSE COLLEGE COMMUNITY

FOSTER A DIVERSE COLLEGE COMMUNITY

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

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

Progress

- The board of trustees have been given the IDI questionnaire and the board will review the group results at the September Board meeting.
- Latino Outreach Coordinator Rosalba Pitkin conducted outreach activities at the Parents' Resource Fair at Sara J. Anderson on August 28, 2014. The goal of this event was to give educational resources to the community, students, and their parents in order to be successful students. During the event she explained to the attendees the services and programs that Clark College has for the community. The event was very well attended; over 150 people attended.
- Diversity Outreach Coordinator Rosalba Pitkin collaborated with OneAmerica in order to give a presentation about DREAMers. The DREAMers presentation was on August 28, 2014 at the Public Library. Approximately 60 people from the community and some Clark College students attended to this presentation.
- Diversity Outreach Coordinator Rosalba Pitkin collaborated with different community groups such as Latino Community Resource Group (LCRG), OneAmerica, and LULAC, to have the Deferred Action for Childhood Arrivals (DACA) initial and renewal day in Clark College on September 6, 2014. During this event, Clark College students, DREAMers, and community members in general attended to apply for their DACA renewal or initial applications. Attorneys, paralegals, and interpreters were there to give legal orientation to people who were applying for their DACA renewal or initial applications. The event was sponsored by the Office of Diversity and Equity of Clark College and One America. About 30 people attended this legal clinic and 15 people were eligible for the DACA process.

RESPOND TO WORKFORCE NEEDS

RESPOND TO WORKFORCE NEEDS

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

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

Progress

- Prior to the premium surcharge adjustment period coming to an end on August 29, 2014, Thao Schmidt, Human Resources Consultant 1, reached out by phone and email to the 48 employees who had not completed their tobacco and/or spousal attestation either on-line or in writing. The 48 who had not attested were defaulted into a status of paying a surcharge. As of 9/2/14, of the 48 contacted, 29 completed their attestations. Of those who did not, some indicated they had specifically chosen not to attest and others did not respond to our message. We expect that the number of completed attestations will have gone up when we get our next weekly report from HCA. Employees who wish to attest or re-attest between August 30 and October 31 can do so but only on paper forms. After open enrollment which is November 1 – November 31 employees can re-attest (for example if they stop smoking they can re-attest and indicate that they no longer smoke) on-line throughout the year. (HR)
- Corporate Education has been awarded \$50,127 for its involvement in a Hospital Employee Education and Training grant to develop a statewide, credit care coordination program. This project is a collaboration between Whatcom, Highline, Edmonds and Clark colleges, as well as the Center of Excellence for Allied Health. Corporate Education's role is to provide its Patient Health Advocate curriculum, technical assistance, industry convening and curriculum development expertise. In addition, Corporate Education was awarded a \$29,822 Jobs Innovation Accelerator Challenge grant from the Southwest Washington Workforce Development Council, to deliver machining training to incumbent manufacturing workers. (CCE)
- The Corporate & Continuing Education team continues to get out into the community to network, build relationships, and lead conversations about company workforce development and education needs. The staff met with the following organizations and attended events:
 - Attended Bridgeview Housing Board of Directors meeting.
 - Attended Alpha Steel open house.
 - Met with Jeanne Bennett, Executive Director of the Southwest Washington Workforce Development Council (SWWDC), to discuss partnerships between the two organizations.
 - Attended Clark County Rotary weekly meetings.
 - Attended meetings of the Southwest Washington Regional Health Alliance (RHA) Board of Directors and RHA Communications Workgroup in support of education in healthcare.
 - Attended Greater Vancouver Chamber of Commerce annual dinner.
 - Hosted Leadership Clark County welcome reception.
 - Attended Sigma Design anniversary celebration.
 - Conducted employer visits with Bridgetown Natural, Frito Lay, Fuji Film, Kaiser Permanente, Kaso Plastics, SEH America and Sunmodo to discuss potential training contracts. (CCE)

ENHANCE COLLEGE SYSTEMS

ENHANCE COLLEGE SYSTEMS

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

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

Progress

- During the summer, Tutoring Services implemented the new student data tracking system in a second location (HKH 102). The system will be implemented in the remaining campus locations (AA4 106 and T-building) starting fall quarter. This will allow the department and the college to draw comparable data across all centers, which then can be used to make data-driven decisions about center operations. (OOI)
- Earlier this month, the Clark College Incident Command team practiced initial response scenarios in preparation for the statewide "Great Shakeout" scheduled for October 16. On that day the College - like all state agencies - will practice the standard "Drop, Cover, and Hold" steps of earthquake response. Additionally, the College will stand up Incident Command as though an actual earthquake had hit the area and had caused damage to campus buildings and injuries to faculty, staff, and students. (AS)
- At its regular monthly meeting, the Employee Safety Committee elected a new chair, reviewed reports of incidents that had occurred during the previous month, and established a building inspection schedule. One inspection has already been completed in the Health Sciences Building. (AS)
- Environmental Health and Safety (EHS) staff conducted Accident Prevention training at the Facilities Services safety meeting. (AS)
- EHS staff have completed comprehensive safety assessments of 16 buildings so far. All physical assessments will be completed by October and results will be reported in winter. (AS)
- Facilities Services continued work on a number of projects initiated earlier this summer, including replacement of the HVAC system in the T Building, replacement of old and worn water valves on the main campus, and the remodel of Gaiser Hall in support of the Student Affairs LEAN initiative. The HVAC and water valve replacement projects were identified as needs during the state's 2011 Facilities Condition Survey and are funded with state capital dollars. (AS)
- Phase 1 of the STEM construction plan - expansion and improvement of the Yellow 1 parking lot - is proceeding according to schedule. The southern half of the lot is expected to be ready by the first week of fall quarter. The entire lot will be open by early October. (AS)
- Associate Directors Kim Marshel and John Maduta facilitated a monthly training activity and in-person discussion regarding conversion to ctcLink on August 26 for all Advising Services staff members. (SA)

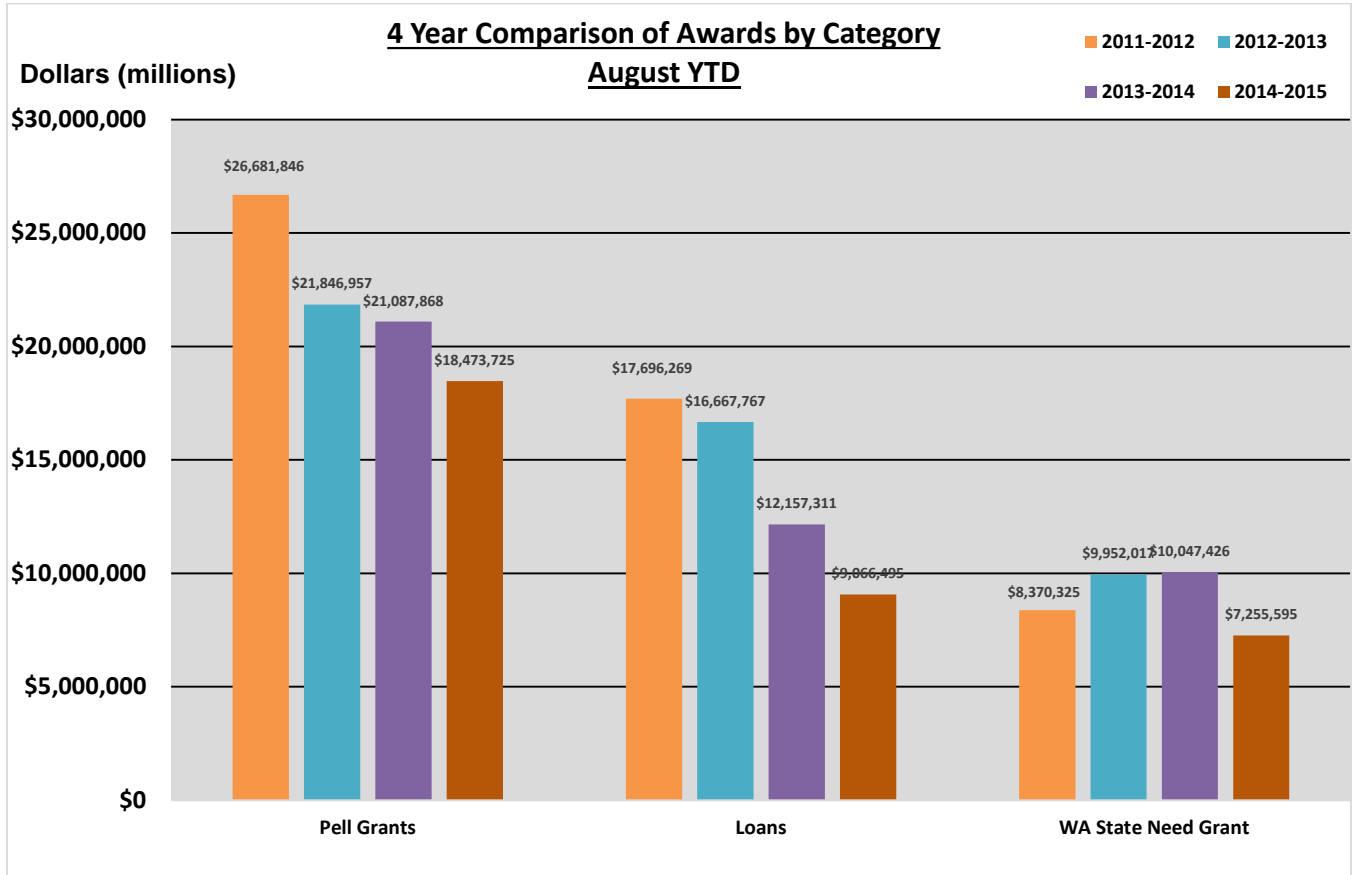
ENHANCE COLLEGE SYSTEMS

- Planning and Effectiveness submitted a progress report to the Northwest Commission on Colleges and Universities regarding one of the recommendations the college received based on an evaluation of the college's compliance with standards 1 and 2 in fall 2013. The recommendation reads, "The Evaluation Committee recommends that for each year of operation, Clark College undergo an external financial audit and that the results from such audits, including findings and management letter recommendations, be considered in a timely, appropriate, and comprehensive manner by the Board of Trustees." Each Washington State community and technical college evaluated within the past two years received this same recommendation regarding Eligibility Standard 19 and Standard 2.F.7.

To assist the Washington State colleges to come into compliance, the Washington State Board for Community and Technical Colleges has developed the resources and process within the state government for all the state's public community and technical colleges to comply with the Commission's Eligibility Standard 19 and Standard 2.F.7. Business Services has made progress to comply by developing a comprehensive plan to receive the audit. Clark College expects to be fully in compliance by summer of 2015. (P&E)

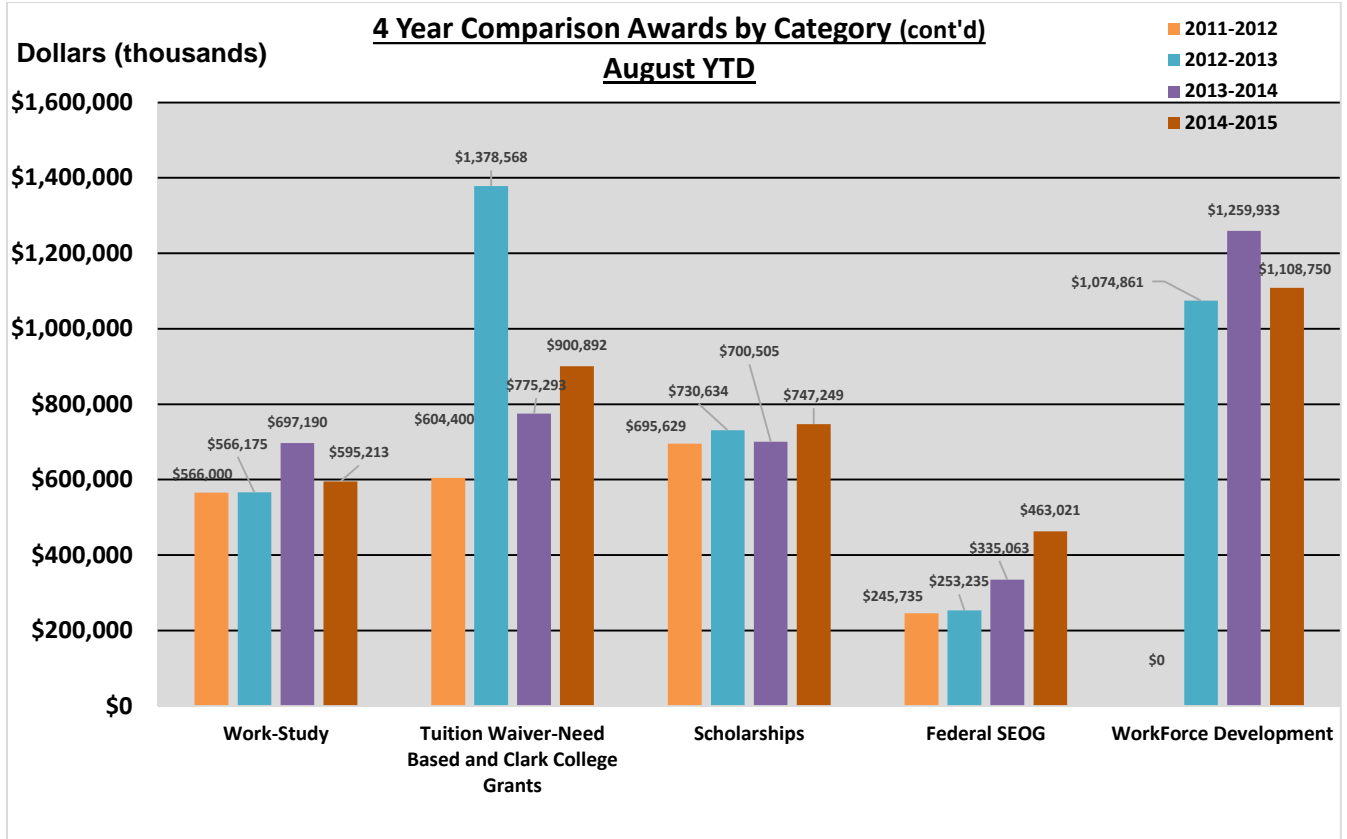
STATISTICS

STATISTICS (PAGE 1)



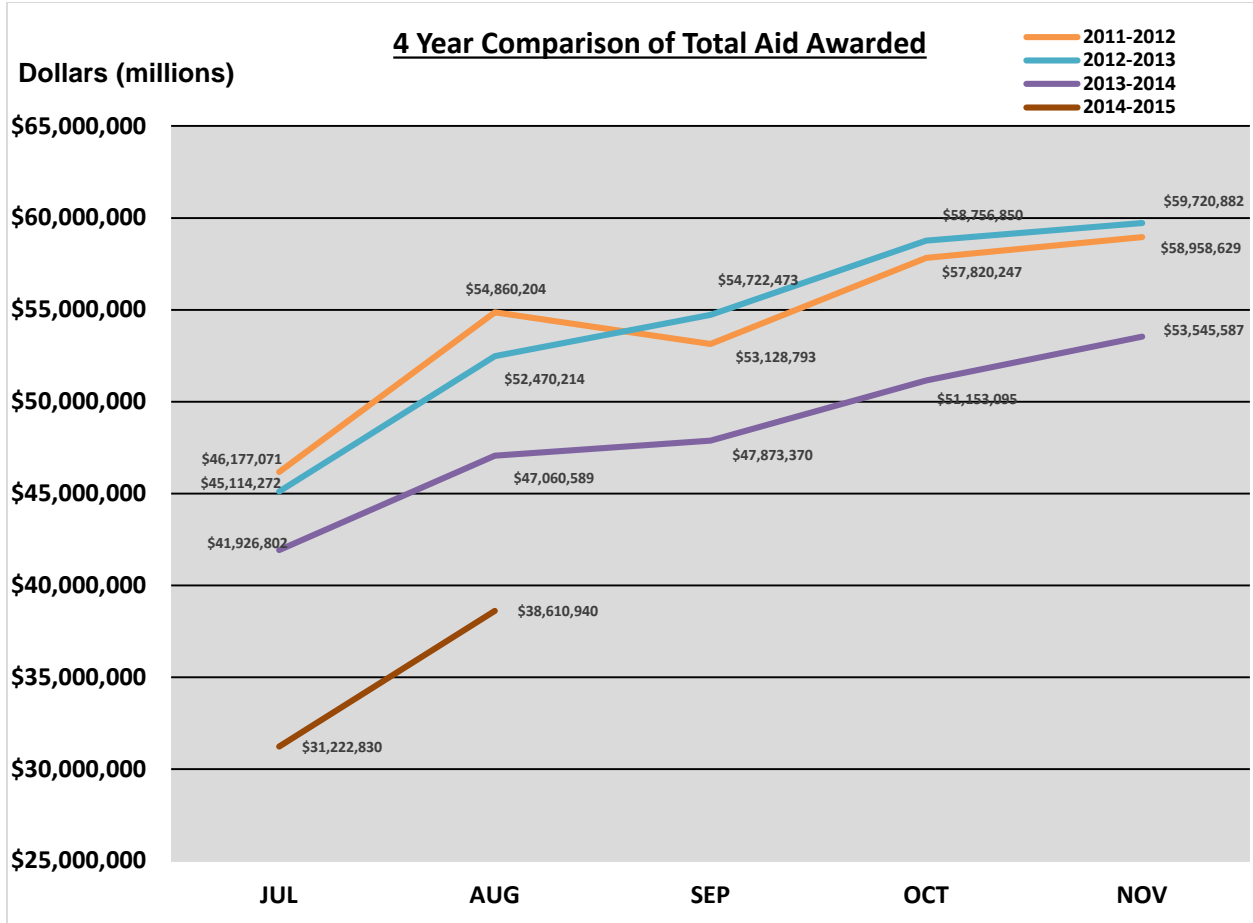
Note: WA State Need Grant includes College Bound Scholarships

STATISTICS (PAGE 2)



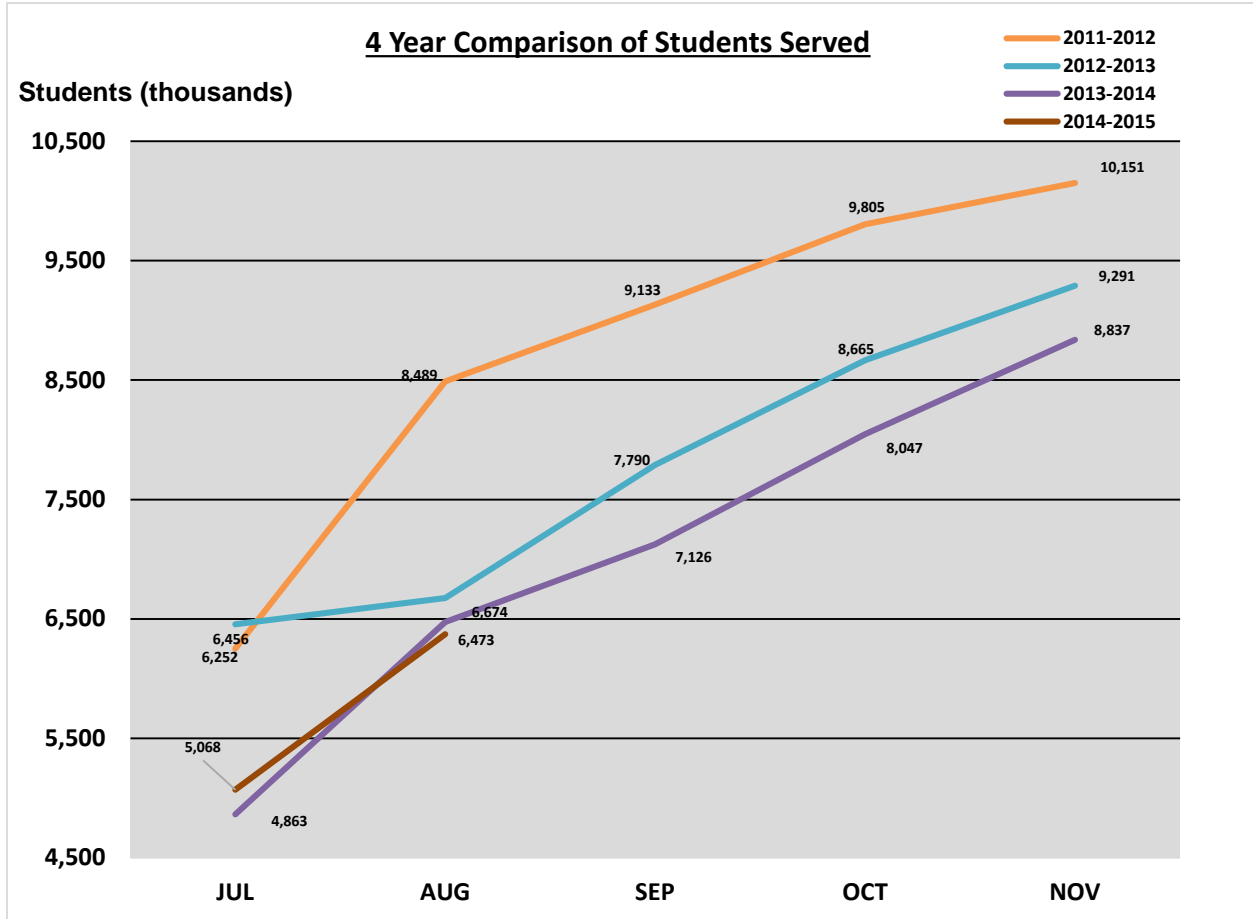
Note: WorkForce Development includes WorkFirst, Worker Retraining, BFET, Opportunity Grants, and Sponsored Programs

STATISTICS (PAGE 3)



Note: 2014-2015 reported through August YTD. Data not yet available for SEP, OCT, NOV 2014

STATISTICS (PAGE 4)



Note: 2014-2015 reported through August YTD. Data not yet available for SEP, OCT, NOV 2014

Clark College - Budget Status Report August 31, 2014

Sources of Funds (Revenues)	2014-15 Budget	Revenues to Date	Difference	% Budget Received
Operating Accounts				
State Allocation	25,331,103	5,134,376	(20,196,727)	20.3%
Tuition & ABE	19,566,355	7,522,196	(12,044,159)	38.4%
Running Start	7,344,703	-	(7,344,703)	0.0%
Excess enrollment	4,153,586		(4,153,586)	0.0%
Planned use of prior fund 148 balance	261,734	-	(261,734)	0.0%
Dedicated, matriculation, tech, cont ed	4,138,186	1,109,312	(3,028,874)	26.8%
Total Operating Accounts	60,795,667	13,765,884	(47,029,783)	22.6%
Other Accounts				
Grants & Contracts less Running Start	5,292,335	285,596	(5,006,739)	5.4%
Internal Support & Agency Funds	1,130,013	355,096	(774,917)	31.4%
ASCC less PUB	1,801,414	602,326	(1,199,088)	33.4%
Bookstore	4,469,634	531,053	(3,938,581)	11.9%
Parking	458,053	108,542	(349,511)	23.7%
Auxilliary Services	1,368,170	168,630	(1,199,540)	12.3%
Financial Aid	49,586,444	10,267,219	(39,319,225)	20.7%
Total Other Accounts	64,106,063	12,318,462	(51,787,601)	19.2%
Total Sources of Funds	124,901,730	26,084,346	(98,817,384)	20.9%

Uses of Funds (Expenses)	2014-15 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
Operating Accounts				
President	892,365	154,861	737,504	17.4%
Associate Vice President of Planning & Effectiveness	445,437	72,620	372,817	16.3%
Special Advisor for Diversity & Equity	289,356	37,271	252,085	12.9%
Vice President of Instruction	37,442,541	3,993,096	33,449,445	10.7%
Vice President of Administrative Services	7,652,565	2,067,073	5,585,492	27.0%
Vice President of Student Affairs	7,844,904	1,347,891	6,497,013	17.2%
Associate Vice President of Corporate & Continuing Ed	937,936	170,801	767,135	18.2%
Executive Director of Communications	4,411,434	1,265,320	3,146,114	28.7%
Associate Vice President of Human Resources	879,129	170,612	708,517	19.4%
Bank & credit card fees		39,664	(39,664)	
Total Operating Accounts	60,795,667	9,319,212	51,476,455	15.3%
Other Accounts				
Grants & Contracts less Running Start	5,292,335	864,301	4,428,034	16.3%
Internal Support & Agency Funds	1,130,013	512,545	617,468	45.4%
ASCC less PUB	1,801,414	221,149	1,580,265	12.3%
Bookstore	4,469,634	1,019,099	3,450,535	22.8%
Parking	458,053	51,325	406,728	11.2%
Auxilliary Services	1,368,170	231,811	1,136,359	16.9%
Financial Aid	49,586,444	10,262,567	39,323,877	20.7%
Total Other Accounts	64,106,063	13,162,799	50,943,264	20.5%
Total Uses of Funds	124,901,730	22,482,010	102,419,720	18.0%
Difference - Excess (Deficiency)	-	3,602,336		
Capital Projects- Expenditures	16,995,660	1,041,616	15,954,044	6.1%

c. Bob Knight, Bob Williamson, Sabra Sand
e. Thersa Heaton, Cindi Olson, Nicole Marcum, Bill Belden
Ron Hirt, Accounting-September 11, 2014

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

	Fund Balance (minus non-cash assets) 6/30/14	Cash Balance (minus dedicated cash) 6/30/14	Required Reserves	Prior Commitments (prior to 7/1/14)	New Commitments (2014/15)	Total Available Cash
145 Grants and Contracts	3,547,842	2,304,365		24,883	-	2,279,482
145 CIS	762,109	762,109		133,000	629,109	-
147 Local Capital	381,142	-				-
148 Dedicated Local	3,895,996	(33,500)		51,000	527,657	(612,157)
149 Operating Fee	321,196	65,753				65,753
440 Central Store (Catalog)	47,079	47,079				47,079
448 Print/Copy Machine	(16,576)	(16,576)				(16,576)
460 Motor Pool	61,175	61,175				61,175
522 ASCC	2,420,013	-				-
524 Bookstore	3,487,059	3,487,059				3,487,059
528 Parking	335,853	335,853				335,853
570 Other Auxiliary Enterprise	1,094,377	384,953		30,315		354,638
790 Payroll (clearing)	220,748					-
840 Tuition/VPA	1,483,029					-
846 Grants - Fin Aid	(1,452,560)					-
849 Student Loans	46,204					-
850 Workstudy (off-campus)	(4,350)					-
860 Institutional Financial Aid Fur Reserves*	928,436		5,953,754			(5,953,754)
Totals	17,558,772	7,398,270	5,953,754	239,198	1,156,766	48,552

Fund Balance Less Commitments

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

New Commitments July 1, 2014 to present

Date		Fund	Amount	Fund Total
7/1/2014	Softball Fence	145	30,000	
6/30/2014	Competency Based Degree	145	120,000	
6/30/2014	Arbitration Ruling	145	133,847	
6/30/2014	Composite Feasibility Study	145	26,000	
7/15/2014	Bingen Rent	145	21,600	
7/1/2014	CIS Funds	145	297,662	629,109
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	527,657
Total New Commitments				1,156,766

Required Reserves

10% of \$59,537,540* 5,953,754

Fund Balance After Commitments and Required Reserves	48,552
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* As approved by the Board on June 11, 2014



Program Assessment and Review Transparency Instrument (PARTI)

Class Enrollments, Class Outcomes and Student
Demographics in State-Funded Classes

College Information

2013-2014

Unit: All
Division: All
Department: All

Students, Enrollments, and Faculty

Headcount	18,336	FTEs	9,388.3	FTEF	476.3
Enrollments (Seats)	110,659	<i>Delivery Method</i>		<i>Delivery Method</i>	
Face-to-Face	57,648	Face-to-Face	4,549.7	Face-to-Face	244.0
Web enhanced	34,144	Web enhanced	3,218.6	Web enhanced	149.2
Online	14,620	Online	1,221.9	Online	58.3
Hybrid	4,247	Hybrid	414.2	Hybrid	30.0
Other	0	Other	0.0	Other	0.0
Intent		<i>FTEs Served by Employment Status</i>		<i>Employment Status</i>	
Academic (A or B)	52.4 %	Full-Time	3,171.9	Full-Time	175.5
CTE & Academic Transfer (M)	0.6 %	Moonlight	800.2	Moonlight	29.3
Career/Tech. (F)	21.0 %	Part-Time	5,186.7	Part-Time	267.6
Pre-Career/Tech. (G)	9.0 %	Contract	75.4	Contract	3.8
Apprentice (H)	0.6 %	Volunteer	108.6	Volunteer *	5.2
Upgrade Job Skills (J)	0.4 %	<i>FTEs by Fund Source</i>		FTEs/FTEF Ratio	
Basic Education (D)	10.7 %	State	7,941.6	College (excl. Waiver & Volunteer)	19.7
Basic Skills - discontinued (E)	0.2 %	Contract	1,446.7	Washington State	19.7
Other (K, L, X)	5.0 %	Waiver *	16.2	Difference	0.0
		<i>FTEs by Selected Groups</i>		College (incl. Waiver & Volunteer)	19.5
		Running Start	1,446.7	* Not included in total	
		International	120.5		
		Students of Color	2,796.7		

Student Demographics and Outcomes

Age	Number	Percent	New to Clark Students	Number	Percent
Average Age	27.9		First-time, first-year	2,941	16.0 %
Over 25	8,116	44.3 %	Transferred to Clark	1,127	6.1 %
Sex			<i>First-time, first-year students entering at college-level</i>		
Female	10,5746	57.8 %	Writing		70.8 %
Male	7,730	42.2 %	Reading		87.1 %
Race			Math		33.2 %
White	11,831	64.5 %	Course Outcomes		
Of Color	5,450	29.7 %	Course Success (C or better)		81.2 %
African American	471	2.6 %	GPA		2.90
Asian/Pac. Is.	916	5.0 %	Completions (Number of Awards)		
Hispanic	2,186	11.9 %	Associate of Arts		1142
Multi-Racial	1,316	7.2 %	Associate of Science		62
Native American	130	0.7 %	Associate of Business		116
Other	431	2.4 %	Associate of Nursing		1
Unknown	1,055	5.8 %	Associate of Applied Science		538
Selected Characteristics			Certificates		903
Limited English	1,222	6.7 %	Other workforce completions		0
International	200	1.1 %	Apprenticeships		0
Receiving DSS	603	3.3 %	High School		33
Running Start	1,831	10.0 %	GED		136

Annual Program Completions for 2013-2014

Click the + next to the Program Group name to see the full list of programs.

Click the Program Title to view the Program Detail for the program.

Full Title	Associates	Certificates	Other	Total
Associate in Arts DTAs and MRPs	1266			1266
Associate in Science Track 1	19			19
Associate in Science Track 2	65			65
Accounting	37	10		47
Addiction Counselor	1	4		5
Agriculture Horticulture				0
Apprenticeships				0
ARRA Programs				0
Automotive	12	2		14
Baking & Bakery Management	4	68		72
Business Administration	22	1		23
Business Management	8	18		26
Business Office	5	73		78
Business Software	6	19		25
Computer Aided Drafting & Design		5		5
Computer Graphics				0
Computer Support	15	3		18
Construction	3			3
Cooking & Restaurant Management	38	44		82
Corporate and Continuing Ed				0
Dental Hygiene	24			24
Diesel	14	1		15
Early Childhood Education	19	67		86
Electronics				0
Emergency Medical Services		19		19
Fitness	15	23		38
Industrial Maintenance				0
Larch Automotive		51		51
Larch Small Business Management		23		23
Legal Office	1			1
Machining	12			12
Manufacturing Systems Maintenance				0
Mechatronics	23	16		39
Medical Assistant	31	4		35
Medical Information		57		57
Medical Office	30	16		46
Medical Radiography				0
Medical Transcription				0
Network Technology	46	23		69

Full Title	Associates	Certificates	Other	Total
Nursing	132			132
Nursing Assistant		242		242
Paralegal	7	7		14
Pharmacy Technician	27	35		62
Phlebotomy		9		9
Power Utilities	2	10		12
Sales & Marketing / Retail	5	1		6
Small Business Management		3		3
Software Solutions Development				0
Surveying and Geomatics	5	2		7
Web Design & Development	23	3		26
Welding	17	14		31

ACTION ITEMS

ACTION ITEMS

The AHE Contract Changes are attached to this report as Revised Addendum A.

ACTION ITEMS

**Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
August 27, 2014
Ellis Dunn Room GH1 213**

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

Administrators: Mr. Robert Knight, President, Dr. Tim Cook, Vice President of Instruction; Mr. Bob Williamson, Vice President of Administrative Services, Mr. Bill Belden, Vice President of Student Affairs; Dr. Darcy Rourk, Associate Vice President of Human Resources; 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;

Others: Ms. Lisa Gibert, CEO Clark College Foundation; Ms. Bonnie Terada, Assistant Attorney General;

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none"> Chair Strong called the meeting to order at 4:55 pm. 	
II.	BUSINESS MEETING		
II. A	Review of the Agenda	<ul style="list-style-type: none"> The trustees added Board Assignments to the action items in the agenda. 	
II. B	Statements from the Audience	<ul style="list-style-type: none"> There were no statements from the audience. 	
II. C.	Constituent Reports		
	1. AHE	<ul style="list-style-type: none"> The AHE did not have a report this month. 	
	2. WPEA	<ul style="list-style-type: none"> The WPEA did not have a report this month. 	
	3. ASCC	<ul style="list-style-type: none"> The ASCC did not have a report this month. 	
	D. Foundation	<ul style="list-style-type: none"> Ms. Gibert announced that she was very excited about the event on September 30 to celebrate the end of the comprehensive campaign. At that time, the total amount raised will be announced. The groundbreaking for the STEM building will take place on September 30 at 2:30 pm, right before the campaign celebration. The foundation will be interviewing candidates for Vice President of Development. Three finalists will be invited to visit the college for full-day interviews. They are very pleased with the very deep and talented candidate pool. Two of the three finalists are from the WA/OR region. 	

	TOPIC	DISCUSSION	ACTION
II. D.	Statements & Reports from Board Members	<ul style="list-style-type: none"> Trustee Rupley attended the foundation retreat on August 6 and 7 and thanked Ms. Gibert for inviting the college trustees to participate. It was a very good opportunity to connect with the foundation board members and realize the synergy and collaborative opportunities for the two groups to work together. Vice Chair Burkman is participating on Task Force #3 in the college strategic planning process. He was very pleased with the result of their meetings. 	
II. E.	President's Report	<p>PRESIDENT'S REPORT</p> <ul style="list-style-type: none"> Ms. Diehl presented an update on the strategic planning process. Over the past year, 55 employee groups have met five times to discuss the 2015-2020 update to the college's strategic plan. Out those meetings came a comprehensive environmental scan. The scan results were provided to Task Force #3 to draft mission/visions statements, and Core Themes and values. Vice Chair Burkman, President Knight, Ms. Bonner, and Mr. Witte are also members. The college's three draft core themes are social equity, economic vitality, and environmental integrity. Draft values are academic excellence, social justice, partnerships, innovation, sustainability, and continuous improvement. These will be given back to the small groups on Opening Day for their feedback through the fall. Task Force #3 will then meet again to make adjustments suggested by the small groups and to prioritize initiatives. Mr. Belden introduced the legislative agenda the student groups will put forth at the state level this year. Their agenda items are: <ul style="list-style-type: none"> Achieving Student Success: Redefining Basic Education as K-14 EBT on Campus (food purchases) Textbook Affordability Finding New Revenue Sources for Higher Education Ban the Sale of Bottled Water on Campuses Open Source Textbooks Enrollment has declined slightly from Fall 2013 although Running Start and International Programs have continued to increase. International Programs have a significant increase, welcoming almost 200 new students for Fall 2014. 	<ul style="list-style-type: none"> Mr. Belden will clarify the item relating to use of EBT cards for food purchases on campus. The trustees requested that the financial aid graphs used in the monthly reports in previous years be used again. Chair Strong requested that given names be reflected in the president's report rather than titles.

	TOPIC	DISCUSSION	ACTION
III.	ACTION ITEMS		
	FIRST READING <ul style="list-style-type: none"> AHE Contract 2014-2015 Proposed Board of Trustee Meeting dates 		<ul style="list-style-type: none"> The AHE Contract was deferred to the September 2014 meeting. <p>MOTION: Trustee Parker made a motion to move the proposed meeting dates to the Consent Agenda. The motion was seconded by Trustee Rupley and was unanimously approved.</p>
	<ul style="list-style-type: none"> Board Assignments—the following appointments were proposed for the 2014-2015 year: <ul style="list-style-type: none"> Clark College Foundation Board of Directors (2 positions) <ul style="list-style-type: none"> <u>Foundation Board Position #1 -- Jada Rupley</u> <u>Foundation Executive Committee Position #2-- Rekah Strong</u> <u>Board Chair/Vice Chair Meetings – Rekah Strong/Jack Burkman</u> 4. Representative to TACTC Legislative Action Committee <ul style="list-style-type: none"> <u>Sherry Parker, through the end of her term</u> <u>Alternate Jada Rupley</u> 5. Workforce Education Liaison <ul style="list-style-type: none"> <u>Jack Burkman</u> 6. Shared Governance Committee <ul style="list-style-type: none"> <u>Jack Burkman</u> 7. Facilities Master Plan <ul style="list-style-type: none"> <u>Royce Pollard</u> 8. Planning/Accreditation Committee <ul style="list-style-type: none"> <u>Jack Burkman</u> 9. North County Master Plan Committee <ul style="list-style-type: none"> <u>Jada Rupley</u> 		<p>MOTION: Vice Chair Burkman made a motion to approve the recommendations for board assignments for the 2014-2015 year and move to the Consent Agenda. The motion was seconded by Trustee Parker and was unanimously approved.</p> <p>MOTION: Vice Chair Burkman made a motion to add a North County Master Plan Committee assignment for the 2014-2015 year, for Trustee Rupley to serve, and move to the Consent Agenda. The motion was seconded by Trustee Parker and was unanimously approved.</p>

	TOPIC	DISCUSSION	ACTION
	CONSENT AGENDA	<ul style="list-style-type: none"> Minutes from June 11, 2014 Board Meeting Minutes from July 23, 2014 Board Meeting Minutes from August 12, 2014 Board Meeting Board Assignments 2015 Proposed Board of Trustee Meeting Dates 	<ul style="list-style-type: none"> MOTION: Vice Chair Burkman made a motion to approve the Consent Agenda including all minutes, 2015 meeting dates, and board assignments. The motion was seconded by Trustee Rupley and was unanimously approved.
IV.		FUTURE TOPICS	WATCH LIST
	College Safety Facility Plan K-12 PPI Certificates Review of College Policies Service Learning Standard 2 Highlights Chair Strong requested that trustees bring items they would like added to the future topics and watch lists to the September meeting.		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 September 24, 2014 in the Ellis Dunn Community Room, GHL 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 5:45 pm. 	

 Rekah Strong, Chair

Leigh Kent
 Recorder
 September 11, 2014