



## Clark College

### Board of Trustees Regular Meeting

Wednesday, November 17, 2021 at 5:00pm

Via Zoom

Zoom Link: [Here](#)

Meeting ID: 850 5611 0456

Password: 407606

Call In (253) 215-8782

# Board of Trustees Regular Meeting Packet

## Wednesday, November 17, 2021 at 5:00pm via Zoom

- I. Call to Order/Agenda Review - Chair Bennett**
- II. Action Items/Consent Agenda – Chair Bennett**
  - A. #1 – October 27, 2021 Regular Board Meeting Minutes
- III. Constituent Reports**
  - A. ASCC – Claudia Carrion
  - B. AHE – Suzanne Southerland
  - C. WPEA – Chris Layfield
  - D. Foundation – Lisa Gibert
- IV. Student Presentation – Dr. Michele Cruse, Vice President of Student Affairs; Lucy Hahn, Clark Student**
- V. President’s Report – President Edwards**
- VI. Reports from Board Members – Chair Bennett**
- VII. Public Comment – Chair Bennett**

Public comment will be limited to two minutes each.
- VIII. Next Meeting**

The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, December 8, 2021 at 5pm via Zoom.
- IX. Executive Session – Chair Bennett**

An Executive Session may be held for any allowable topic under the Open Public Meetings Act.
- X. Adjournment – Chair Bennett**

Clark College  
Minutes of the Regular Meeting of the Board of Trustees  
October 27, 2021  
Via Zoom

**In Attendance**

Jeanne Bennett, Chair  
Rekah Strong, Vice Chair  
Cristhian Canseco Juarez, Trustee  
Paul Speer, Trustee

**Absent**

None.

**Administrators**

Dr. Karin Edwards, President  
Galina Burley, Executive Vice President of Operations  
Dr. Michele Cruse, Interim Vice President of Student Affairs  
Brad Avakian, Vice President of Human Resources  
Rashida Willard, Vice President of Diversity, Equity and, Inclusion  
Valerie Moreno, Chief Information Officer  
Miles Jackson, Interim Associate Vice President of Instruction

**Others**

Michael Shinn, Assistant Attorney General  
Claudia Carrion, ASCC Vice President  
Courtney Braddock, WPEA Steward  
Suzanne Southerland, AHE President  
Lisa Gibert, CEO, Clark College Foundation  
Jim Wilkins-Luton, Dean of Transitional Studies, English, Communications & Humanities  
Sara Gallow, Division Chair for Transitional Studies and ESL (English as a Second Language) Faculty  
Caron Ford, Career and Academic Preparation  
Tim Petta, Director of Facilities Services  
Jim Watkins, Project Manager  
Stephanie Weldy, Recorder

**I. Call to Order/Agenda Review**

Chair Bennet called the meeting to order at 5:00 pm.

**II. Action Items**

- A. September 22, 2021, Regular Board Meeting Minutes
- B. Board Policy Manual
- C. Board Budget Committee Charter (revision)

**MOTION:** Trustee Canseco Juarez made a motion to approve Agenda Items II A-C. Trustee Strong seconded the motion, and Agenda Items II A-C unanimously passed.

**III. Constituent Reports**

**A. ASCC**

Claudia Carrion shared an ASCC update. Ms. Carrion highlighted ASCC's activities, including an open forum with President Edwards, and that the Penguin Pantry distributed food boxes to 102 students (397 people, including family members).

**B. AHE**

Suzanne Southerland gave an update on AHE and highlighted that faculty reported that students are following the process and procedures regarding COVID-19. Ms. Southerland said that AHE was in support of the vaccine mandate for students beginning winter term. Ms. Southerland shared that AHE has expressed concerns about students not needing to provide proof of vaccine status.

**C. WPEA**

Courtney Braddock updated WPEA and shared that classified staff are in 100% compliance with the State vaccine mandate. WPEA looks forward to working with President Edwards and Human Resources in helping improve staff morale.

**D. Foundation**

CEO Gibert gave an update on the Foundation CEO search with Bryant Group (consultant). CEO Gibert shared her appreciation for constituents and stakeholders engaging with the interview process.

**IV. Faculty Presentation**

Jim Wilkins-Luton, Dean of Transitional Studies, English, Communications & Humanities, introduced Sara Gallow, Division Chair for Transitional Studies and ESL Faculty; Caron Ford, Career and Academic Preparation. Ms. Gallow and Ms. Ford shared a PowerPoint presentation highlighting the background of Transitional Studies and how it has evolved. The Board of Trustees expressed their appreciation for the informative presentation.

**V. President's Report – President Edwards**

President Edwards updated the Board that there was an initiative to provide free community college, but it did not get approved. There is also an initiative on a federal level for PELL Grants to increase; President Edwards will update the college community once there has been a decision. President Edwards shared that the State Board would reevaluate the allocation model for equitable purposes; however, that project is on hold until the next biennium. President Edwards shared that there are 3000 students this term who are in person for classes and that there is hope that student enrollment will increase during the winter and spring term. President Edwards shared that Clark would become a fully vaccinated campus by winter term. President Edwards invited Dr. Michele Cruse and Brad Avakian to update the Board with the current vaccination status of students and employees. President Edwards shared her appreciation for employees and their hard work during COVID-19 challenges.

**VI. Reports from Board Members**

Trustee Strong shared that she has been meeting with President Edwards every month and participating in recruiting for the vacant trustee position.

Trustee Canseco Juarez shared that he participated in the Board Budget Committee meeting and expressed his appreciation to President Edwards and Sabra Sand for explaining the dynamics of the committee. He shared that he learned that high school students are exploring homeschooling at three times the average rate. Although concerning, he is hopeful by the activities and conversations with President Edwards, Dr. Cruse, Hudson Bay High School leaders and, Vancouver Public Schools. Trustee Canseco Juarez shared that he has monthly meetings with President Edwards and recently had a conversation regarding the Larch Peer Mentoring Program and how Clark College can potentially collaborate and support this program.

Trustee Speer shared that he has been participating in the process of recruiting for the vacant trustee position. Trustee Speer shared that the onboarding process for Trustee Canseco Juarez is complete. Trustee Speer shared that he participated on the Board Budget Committee this last month. Trustee Speer reported that from an overall State Board perspective, there are equity challenges within the recruitment process of trustees and there will be new guideline suggestions moving forward.

Chair Bennett shared that she had her first opportunity to participate in the Foundation Board of Directors/Board of Trustees meeting and her appreciation for the Foundation as a partner in the College's work. Chair Bennett shared that she is looking forward to working with the new Foundation leadership and thanked Lisa Gibert for her hard work and service over the years. Chair Bennett shared that she has met with Dr. Edwards weekly and meets monthly with Trustee Speer and Dr. Edwards.

**VII. Boschma Farms**

Galina Burley, Tim Petta and Jim Watkins shared a PowerPoint presentation with the Board of Trustees regarding the Boschma Farms property and City of Ridgefield easement request. PowerPoint highlighted the current easement as well as the city's easement extension requests. After some questions from the Trustees, the Board requested a work session.

**VIII. Public Hearing (Rule Making): WAC 132N-156, Parking and Traffic Rules and Regulations (amend)**

The public hearing for the rulemaking/WAC below was opened at 6:41 pm.

Galina Burley and Mike See shared a PowerPoint presentation on the following:

A. WAC 132N-156, Parking and Traffic Rules and Regulations (amend)

The Trustees discussed the proposed WAC changes, including making additional changes to the proposed parking and traffic rules and regulations. The Trustees inquired if the phrasing could be changed from "handicapped" to "disabled." Michael Shinn, AAG, shared that a verbiage change can occur without another public hearing and that the Board can approve the WAC with a future edit.

Chair Bennett inquired if the College had received any public comments. None had been received.

**ACTION:** Trustee Speer moved that the board amend WAC 132N-156, Parking and Traffic Rules and Regulations. Trustee Strong seconded the motion, and the motion unanimously passed.

The public hearing closed at 7:11 pm.

**IX. Public Comment**

The following people gave public comment: A comment was received via email from Elizabeth Donley and read by Ms. Weldy. Other people who gave public comments are as follows: Roberto Anitori and Melissa Favara.

**X. Next Meeting**

The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, November 17, 2021, at 5:00 pm via Zoom.

**XI. Executive Session**

The Board did not go into Executive Session.

**XII. Adjournment**

There being no further business, the meeting adjourned at 7:20 pm.

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Jeanne Bennett, Chair

Stephanie Weldy, Recorder  
October 27, 2021

## Clark College Trustees Report November, 2021

As we presented our traditional report recently, I elected to provide you some targeted information on a few items of particular interest the foundation staff are working on.

**KnowMe! Campaign** – Clark College Foundation is committed to changing the face of higher education philanthropy. We're doing that through our ambitious diversity, equity and inclusion plan, which includes expanding the makeup of our volunteer leadership boards and staffing, as well as re-examining the very nature of the work we do to help our students and alumni meet the challenges of a complex and changing world.

One of the many ways we're doing this important work is through an effort called KnowMe! It is an initiative to better understand, and then reflect our alumni, students and overall community in the foundation's work. It begins with getting to know our alumni better, listening to their ideas and implementing the ideas for the benefit of all—not just those traditionally served in higher education.

At Clark College Foundation we believe relationships with our alumni are lifelong. By identifying and sharing important information about the community or communities each person represents, we can better serve their diverse needs and those of all alumni and students.

The KnowMe! campaign consists of three phases, 1) surveying our alumni and asking them to self-identify. This is information that isn't traditionally captured but it is important information for people to give to us if they choose to do so. These surveys are ongoing and will continue for years to come. 2) As people begin to self-identify, we will ask many of them to participate in small focus groups to talk about events and activities, messages and publications, or how to develop the next generation of alumni volunteers. We are working with a qualified research group out of Seattle, 3) We'll implement the ideas we learn from these qualitative study groups and implement them into our strategic plans and budgeting processes.

As a result, KnowMe! participants will play a key role in shaping the foundation's programs and priorities for years to come so that everyone feels represented and included.

CEO Recruitment Update – Thank you for your participation in the intake interviews with Mr. John Toolan of the Bryant Group. Mr. Toolan is in the process of consolidating the information he obtained and will combine that input with a drafted prospectus document which will be finalized to provide to interested candidates. The work reverts to the Bryant Group to do the heavy lifting in seeking our candidates who might be interested in this opportunity. Interviews will be conducted after the first of the calendar year and will be confirmed once the dates have been secured. Initial interviews will be conducted via a virtual platform, with finalists being asked to come and visit campus and our stakeholders/constituents.

The placement of a CEO is targeted for June or July 2022. Exact timing will be dependent upon the successful candidate. I will keep you informed of those logistics as the details become known.

Respectfully submitted,

Lisa Gibert, CEO  
Clark College Foundation