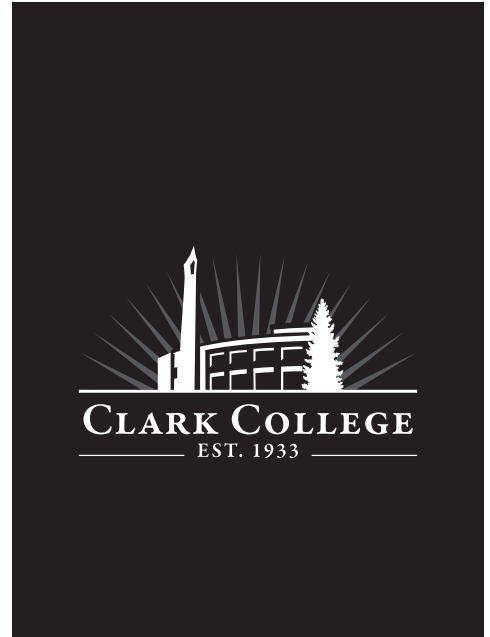


Clark College Board of Trustees



November 19, 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.



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).

**Clark College
Board of Trustees Packet
November 19, 2014**

Table of Contents

Clark College Vision/Mission	
Board of Trustee Goals	
Table of Contents	Page i
Agenda	Pages ii-iii
Focus on Learning	Pages 1-7
Expand Access	Pages 8-12
Foster a Diverse College Community	Pages 13-15
Respond to Workforce Needs	Pages 16-20
Enhance College Systems	Pages 21-24
Statistics	Pages 25-32
Action Items	Pages 33-39

CLARK COLLEGE BOARD OF TRUSTEES
Wednesday, November 19, 2014
Ellis Dunn Room, GHL 213

AGENDA

All regular meetings of the Board are recorded.

BOARD EXECUTIVE SESSION—TENURE REVIEW, PUB 258C

4:00-5:00 p.m.

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: Takunda Masike

Faculty Presentation: Kushlani de Soya, Kendra Birnley

Women's Studies & English Learning Community

Enrollment Report

Focus on Learning

Pages 1-7

Expand Access

Pages 8-12

Foster a Diverse College Community

Pages 13-15

Respond to Workforce Needs

Pages 16-20

Enhance College Systems

Pages 21-24

Statistics

Pages 25-32

III. ACTION ITEMS

First Reading

- ◆ First Reading—Tenure Candidates
Susan Nieman, Nursing
Ruth Trejo, Chemistry

Page 34

Consent Agenda

- ◆ Minutes from October 21, 2014 Board of Trustees Meeting

Pages 35-39

IV. FUTURE TOPICS

- ◆ College Safety
- ◆ Facility Plan
- ◆ K-12
- ◆ PPI Certificates
- ◆ Review of College Policies
- ◆ Service Learning
- ◆ Standard 2 Highlights

WATCH LIST

- ◆ Accreditation
- ◆ GISS Student Completion
- ◆ STEM

V. DATE AND PLACE OF FUTURE MEETING

The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, January 28, 2015 in the Ellis Dunn Room.

VI. EXECUTIVE SESSION

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

VII. ADJOURNMENT

Time and order are approximate and subject to change.

FOCUS ON LEARNING

**PRESIDENT'S REPORT
OCTOBER 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 Clark Aerospace Club was again accepted into the NASA 2014-2015 Student Launch competition, the fourth consecutive year that Clark has been accepted. The competition this year involves autonomous robotics systems in addition to a launch vehicle and payload. Clark College is the only community college accepted into the "Maxi MAV" level of the competition (there is a "Mini MAV", and MAV stands for Martian Ascent Vehicle). Team members are working on a preliminary design document due in early November. Info regarding the competition is available at: http://www.nasa.gov/audience/forstudents/studentlaunch/home/index.html#.VE_2Yhbfv8E (OOI)
- The Clark Aerospace Club, through faculty advisor Keith Stansbury, is supporting the mentoring of a Team America Rocketry Challenge (TARC) team formed by students in a Project Lead the Way course at Union High School. The club is offering to support the mentoring of any TARC team formed in Clark County, and is attempting to reach out to county school districts with the help of Erin Harwood, as well as schools in the Gorge due to Stansbury's teaching presence there this quarter. TARC information is available at: <http://www.rocketcontest.org/> (OOI)
- Peter G. Williams, Dean of STEM, recently served as an Accreditation Evaluator for the Northwest Commission on Colleges and Universities. He was part of a team that conducted a three day visit to Lane Community College as part of their Year Seven Evaluation. The experience is very valuable to Clark College as we prepare for our upcoming Year Seven Evaluation in 2017. (OOI)
- Student use of the Tutoring centers for the first six weeks of fall indicates that students are actively seeking academic support for their classes. Below is a summary of student visits to each center for the first six weeks of fall quarter (Sept 22 – Nov 2). *Data for the CTC location is not yet available.* (OOI)

FOCUS ON LEARNING

Center	# of student visits
Language & Writing Center	1,186
Stem Help Center/Women in STEM	4,229
Accounting & Business Lab	950
Tutoring Commons @ CTC	TBD
Student Learning Center	553
eTutoring	77
TOTAL VISITS	6,995

- The newly-chartered Teaching and Learning Advisory Committee met for the first time October 8. The committee is comprised of staff and faculty from specific departments and multiple disciplines to direct the professional development activities for all Clark College employees. The committee strives to reflect a cooperative and integrated approach to professional development and create an environment where employees share viewpoints on workplace issues and contribute side-by-side. Standing members include Jane Beatty, Associate Vice President of Human Resources; Michelle Bagley, Dean of Clark Libraries and Academic Success Services; Lorraine Leedy, Faculty Development; Karen Ferguson, Employee Development; Susie Lim, IT Services; Felisciana Peralta, Office of Diversity and Equity; and Kathy Chatfield, eLearning. Two-year appointments include one classified staff representative and six faculty representatives from Career and Technical Education, Transitional Studies, Transfer Education, Adjunct Faculty, Outcomes Assessment; and Library/Counseling. Monica Wilson, Adam Coleman, Jody McQuillan, Dave Caldwell, Tess Yevka, Ann Fillmore, and Julie Austad are serving. (OOI)
- A retreat for new tenure-track and full-time faculty was held at Vancouver Community Library October 10. Participants included faculty from Transitional Studies, Library, Nursing, Early Childhood Development, Dental Hygiene, English, Engineering, Computer Science, and Network Technology.

Presenters included Kimberly Sullivan, AHE President, who explained the AHE contract; Felisciana Peralta, Multicultural Retention Manager, discussed cultural competence; Bevyn Rowland, Human Development /Counseling & Health Services, presented on classroom management and behavioral intervention; Katy Washburne, Adult Basic Education, demonstrated active learning strategies; Jon

FOCUS ON LEARNING

Pielaet, Disability Support Services, discussed Universal Design and accommodations in the classroom; and Ann Fillmore, Outcomes Assessment, led an activity on backwards course design. Lorraine Leedy, Faculty Development, concluded the day with an introduction to Teaching Squares, inviting the group to pilot the re-introduction of a team-building program that ran from 2007 to 2009.

Teaching Squares partners four faculty from different disciplines who observe one another's classrooms for the purpose of self-reflection and sharing best practices. A half-day follow-up meeting is scheduled December 12 to examine the results of the Intercultural Development Inventory (IDI) which the group was invited to complete and evaluate the Teaching Squares pilot project. (OOI)

- Dr. Roberto Anitori, Biology, was the featured speaker at the Faculty Speakers Series October 30. "Microbial Heroics in Antarctica," highlighted Anitori's 2010 research of extremophiles – microbes that thrive in hostile environments – in Antarctica. The event was attended by more than 50 students, faculty, staff and community members. Audience engagement was high with interesting questions that went well beyond the scheduled program end time. (OOI)
- ComMark (Communications & Marketing) worked with the Teaching & Learning Center to support the seventh season of the Faculty Speaker Series which opened with a lecture by Professor Roberto Anitori on October 30 discussing his microbial ecology research, particularly his work in Antarctica. With the goal of increasing attendance to these community events, ComMark produced a season postcard mailer, posters, a web ad and Daily Insider ad. In addition, a story was written for Clark 24/7 and it was promoted on social media. A news release to the media resulted in a write up in The Columbian and on The Daily Insider. Attendance at the first lecture was up with over 50 students, faculty, staff and community members in attendance. (C&M)
- A free, two-day online conference hosted by Foothill College and Innovative Educators was made available to Clark staff and faculty in the Teaching and Learning Center on a drop-in basis. Topics included Open Education Resources, Assessing Student Affairs Learning Outcomes, Cultivating Digital Citizenship, Flipping the Classroom and many others. (OOI)
- The fall schedule for 30 Clicks: Information Tools at Your Fingertips has featured a wide variety of topics including Google+ Communities, OneNote, \$ALT, and eTutoring. The Information Commons at CTC is also hosting three 30 Clicks workshops this fall. (OOI)
- Diana Jaramillo, Associate Director of Advising - College Prep and Transfer, provided supplemental training to Nancy Young, International Educational Planner, on October 6 and October 10. Training topics included navigating SMS for advising purposes and Clark policies and procedures. These meetings are part of an ongoing series of trainings and collaborations between International Programs and Advising Services and are support for Nancy in her new role as International Educational Planner. (SA)

FOCUS ON LEARNING

- Melissa Boles, a College Prep and Transfer advisor, attended online training for Transitional Studies advising on October 6 and 9. (SA)
- The following members of College Prep and Transfer Advising attended the Washington State University Vancouver Partnership Breakfast on October 7: Diana Jaramillo, Melissa Boles, Joe Jenkins, and Mike Shingle. The purpose of attending was to learn any critical updates at WSUV to integrate into transfer advising and to meet key WSUV personnel. (SA)
- Mike Shingle, College Prep and Transfer Educational Planner, in collaboration with Janette Clay, Learning Communities Manager, hosted a training on Intensive Math Review 2, I-BEST, and additional Transitional Studies curricular and scheduling updates on October 29. This training was attended by Advising Services and Enrollment Services team members. (SA)
- Ilka Bailey, Polina Kozhemyakin, and Diana Jaramillo from Advising Services attended Return to College appointment training on October 30, provided by Student Success Programs and led by De'Sha Wolf, Retention Manager. These advisors will now be able to meet with students who would like to return to Clark after one quarter dismissal for academic difficulty per the Academic Standards policy. (SA)
- Career Services cosponsored a Financial Literacy event with iQ Credit Union on October 17. Rachel Cruze spoke to approximately 350 participants on financial wellness to Clark College students, staff and members of the community. (SA)
- The Veterans Resource Center hosted the workshop Vet 101: Understanding and Supporting Student Veterans on October 7. This is the first session of a two-part series on understanding the needs of our veterans and barriers they face. The session was facilitated by Tim McPharlin: MS, MAT, Lt Col USAF (ret); VetCorps Advocate/Instructor; Mande Jua: LCSW, USA Veteran; Readjustment Counselor; Ryan "Doc" McNabb: Student, USN Veteran; VA Outreach Specialist and Josh Groesz: MS, USA Veteran; Clark College Staff Counselor/Instructor. The learning objectives for participants were to:
 - 1) learn the basics of military culture and the adjustment issues associated with transitioning from the military to the classroom;
 - 2) understand the issues that individual veterans may experience and recognize the signs and symptoms that complicate their adjustment to college; and
 - 3) discover ways to make a classroom or workplace more veteran friendly. (SA)
- The Veteran Resource Center hosted the Women Warriors Symposium on October 29. The purpose of the symposium was to explore issues specifically related to women in the military with a screening of the documentary film "Service: When Women Come Marching Home", which portrays the courage of several women veterans as they transition from active duty to their civilian lives. From the deserts of Afghanistan to rural Tennessee, from Iraq to New York City, we watch these

FOCUS ON LEARNING

women wrestle with prosthetics, homelessness, Post-Traumatic Stress Disorder and Military Sexual Trauma. The viewing was followed by a panel discussion led by Alfie Alvarado-Ramos, Washington Department of Veteran Affairs Director; and included two other local women veterans, Mandee Juza, a transition counselor at the Portland Veteran Center and Tiffany Plous, a student and Vet Corps Navigator at WSUV. (SA)

- College Essentials (COLL 101) includes a course outcome to “Describe campus resources, including Career Services... and their relationship to student success.” In October, new students enrolled in COLL 101 learned how Career Services resources and tools connect to their future academic and professional goals. Curriculums included class visits, workshop participation, individual visits and online exploration. (SA)
- The Student Ambassadors participated in the First Friday Leadership Series on October 3. The session topic was the *Myths of Multitasking* which was led by Dr. Tim Cook. (SA)
- Matt Rygg, Dean of Student Success & Retention, Sirius Bonner, Special Advisor for Diversity & Equity, Damon Grady, Campus Security Officer, and Bevyn Rowland, Counselor, attended the Washington State Higher Education Conference on Sexual Assault Prevention and Response at the University of Washington on October 30. The sessions included rape myths and rape culture, bystander intervention, cultural perspectives, Title IX, engaging men in sexual violence conversations, assessing institutional climates, and student conduct investigations. (SA)
- The Clark College 2015-2020 Strategic Plan development is progressing. The objectives for three of the four core themes (i.e., academic excellence, social equity, economic vitality, and environmental integrity) are in the first draft stage. The fourth core theme’s objectives will be drafted in December. The Planning and Accreditation Committee will review the drafts and provide initial feedback to each core theme taskforce for affirmation or revision. The college community, including the Board of Trustees, will have the opportunity during fall quarter to provide feedback to affirm or revise all the components of the drafted strategic plan. (P&E)
- 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. During the past month, faculty developed an assessment instrument to assess “Analyze patterns of power, privilege, and inequity in the United States.” This instrument, consisting of an open-ended question related to understanding racism in the U.S., was administered to a randomly selected sample of approximately 300 students. Students’ responses will be assessed by faculty using a rubric, and then the results will be analyzed by the Office of Planning & Effectiveness to determine the relationship between Clark College coursework and this learning outcome. As described previously, projects are also underway to assess samples of artifacts this quarter for student learning in the Humanities, Social Sciences, Quantitative Skills, and Health, among other learning outcomes. (P&E)

FOCUS ON LEARNING

- Continuing Education, in partnership with #nextchapter, Vancouver’s annual digital literacy program, provided an educational event for Evergreen School District parents designed to stimulate learning, innovation, and opportunities. Alexander Stevens, PhD, of the Oregon Health Sciences University Department of Neuroscience, presented “Neuroscience 101 for Parents.” Dr. Stevens’ lecture, subtitled “BRAINS, BOTTLENECKS AND COGNITION,” described how brain plasticity and the changes in structure and “wiring” of the brain, across the life span, are greatest during childhood and adolescence. Dr. Stevens offered perspective on how selective attention and cognitive control are formed. Digital technology can provide a platform for exploration, learning and practicing new skills, and can also provide exposure to different ideas that connect the world as never before. The program was presented at three middle schools: Covington on October 29, 2014, Shahala on November 3, 2014 and Wy’east on November 5, 2014. On November 23, 2014 a session will be provided to Natural Helpers and English Language Learners (ELL) parents. (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

- The Networking Department has begun working with Green River College to solidify an articulation agreement between our CISCO Technology and Microsoft Technology AAT degrees and Green River's Bachelors in Applied Science (BAS) in Network Security. If all work continues on the planned trajectory, Clark College graduates from these two degrees will be able to earn their BAS while remaining in the local area. (OOI)
- The Columbia Writers Series hosted Benjamin Percy on October 21. Percy is a local author of the short story collection Refresh, Refresh and the novels, The Wilding and Red Moon. Percy also writes for Esquire magazine and DC comics. More than 40 faculty, staff, and students attended the reading and talk. (OOI)
- Deena Godwin (Interim BEECH Dean) and Tiffany Williams (Pathways Center Program Manager) have met with Kristine Hammond, Administrator for the Columbia River Community Services Office, to discuss a stronger partnership between Clark College and the Columbia River Community Services Office. (OOI)
- The First Friday Collaboration meeting, funded by the Adult Basic Education Leadership Block grant, occurred on Friday, October 31. Over twenty faculty and staff joined together to discuss improvements for data management as it relates to grant funding and reporting. These meetings will continue monthly to focus on various topics related to Transitional Studies, including but not limited to three-quarter rule implementation, Mentors-Advisors-Navigators, registration, pathways, data assessment, library and tutoring services.
- On October 10, President Knight received the NWCCU notification letter of approval for Clark College's Bachelor of Applied Science degree program in Dental Hygiene. In collaboration with Advising Services, the dental hygiene director has planned two informational sessions for students interested in pursuing a degree in dental hygiene. The program has also developed a track for students graduating in 2016 to obtain their baccalaureate degree if they choose. For that class only, both the current AAS and BAS options will be offered. (OOI)

EXPAND ACCESS

- With the support of the Aerospace 1,000 FTE Grant, a new Clark in the Gorge Center has been established in the Columbia River Gorge. Computer Aided Drafting and Design (CADD) has started offering courses that will provide working students an opportunity to earn an AAS degree over a three-year period while taking classes on Saturdays. In addition, Corporate and Continuing Education courses are being offered. (OOI)
- Starting October 20, the Engineering Program began hosting TED Talk Mondays. (OOI)
- On October 31, NERD (Not Even Remotely Dorky) Girls, in conjunction with the Pathways Center, hosted a “Pumpkin Chunkin’” event for students on campus. The event was designed to get students interested in STEM fields by having students calculate where the pumpkins would land using a student designed and built trebuchet. (OOI)
- Open Friday – The Faculty Learning Community (FLC) for Open Education Resources (OER) held its first monthly meeting October 3, to continue last year’s work on revising course curriculum to eliminate textbooks by incorporating open source learning materials. The goal of this year’s FLC is to engage more faculty in revising their courses using OER. Attending the meeting were Tiffany Kraft, English; Tess Yevka, Psychology; Tim Cook, Instruction; Michelle Bagley, CLASS; Kimberly Olson-Charles, Clark Libraries; and Lorraine Leedy, Faculty Development. (OOI)
- On November 7, Librarian Kimberly Olson-Charles attended a workshop introducing a new Library Services and Technology Act (LSTA) grant from the Washington State Library. The grant, “Librarians as Open Education Leaders”, “supports cyclical planning for Open Education programs and advocacy, creates opportunities for librarians to become leaders in open education in Washington State, encourages collaboration between faculty and librarians on Open Education adoption, and increases the visibility and value of librarians at colleges.” Michelle Bagley, Dean of Clark Libraries and Academic Success Services, is serving on the steering committee for the grant. (OOI)
- The Penguin Coffee Shop at CTC was successfully launched in late September and a Grand Opening was held on October 22. Vendors provided sample beverages and food items for guests and the Bookstore prepared welcome giveaways, offered \$1 espresso and free drip coffee, and had prizes for the event. It is estimated that more than 150 people attended the celebration and were introduced to the new services and shop staff. (AS)
- The Bookstore’s rental program continues to return high savings for Clark students. Students renting in fall quarter saved an average of 51% on their book and calculator rentals. Fall savings for students totaled \$127,805, compared to new purchase prices. (AS)
- Kira Freed, Educational Planner, and John Maduta, Associate Director of Advising - Professional Technical Programs presented to high school counselors at the 2014 Health Core Curriculum Partnership Breakfast at CTC on October 3 to share information on existing and new college credit opportunities for high school students participating in Tech Prep credit programs. The focus

EXPAND ACCESS

showcased the revamped Health Care Core and newly minted Business Core that allows a student to receive dual credit for taking a set of particular courses based on discipline/program pathway. (SA)

- Mike Shingle, Educational Planner, provided a “Transfer Degree 101” workshop on October 8 and an “Undecided about Your Major” workshop on October 15 as part of Career Services’ series of Student Success Workshops. (SA)
- Staff members from Advising Services hosted Advising Outreach tables on October 14-16 to raise student awareness of upcoming registration dates and to advertise how to access Advising Services resources in person and online. Students were also provided an opportunity to learn about CollegeFish.org, a free tool to manage their transfer planning experience. Each date featured a different location for the table: Hanna Hall, Joan Stout Hall, and Gaiser Hall. The following Advising Services staff members participated in facilitating this event: Academic Advisors Joe Jenkins, Melissa Boles, Carmen Roman, and Ilka Baily, Monica Wilson, Transitional Studies Program Manager, Wendé Fisher, Curriculum Advisor for HEOC/Education Advising, and Linda Healy, Program Support Supervisor 2 in Advising providing logistical support. (SA)
- Academic Advisors Ilka Bailey and Melissa Boles visited a HDEV 116 class at Columbia Tech Center and Mike Shingle, Educational Planner and Melissa Boles, visited a HDEV 116 class on the main campus on October 16 to provide students with information on educational planning, registration procedures, and advising services. (SA)
- Joe Jenkins, Academic Advisor, visited two sections and Mike Shingle, Educational Planner, and Melissa Boles, Academic Advisor, visited one section of CAP 080: College Prep 101 on October 17 to provide Transitional Studies students with information on educational planning, registration procedures, and advising services. (SA)
- Diana Jaramillo, Associate Director of Advising - College Prep and Transfer, attended the Best Practices Exchange hosted by Washington State Board for Community & Technical Colleges on October 28. This event focused on supporting students in pre-college level coursework to attain greater success rates in completion and progression to college-level work and programs. (SA)
- Kira Freed, Educational Planner for Health Occupations and Education Programs, met with students from the Transitional Studies Fast Track class on October 9 to share program information related to the students’ areas of interest. A group of three students interviewed the advisor about the Nursing program. The advisor shared information about the program’s preliminary requirements, application and selection processes, estimated costs, and also provided general information on steps to begin as a new student at Clark College such as placement testing and financial aid. A second group of four students interviewed the advisor and received program information about pathways into elementary and secondary education. (SA)

EXPAND ACCESS

- Kira Freed, Educational Planner for Health Occupations and Education, and John Maduta, Associate Director for Professional/Technical Advising, participated in the Health Care Core Partnerships meeting on October 3 at the Columbia Tech Center. This Advising Services team facilitated a 60-minute presentation to 10 local high school counselors on the Health Occupations and Business Medical Office program options available to students at Clark College, with particular emphasis on those programs for which students can earn applicable Tech Prep credits in their high schools. (SA)
- Ten recruitment/outreach visits were made in October to the Southwest Washington College Access Network Fair, Gladstone (OR) High School, Ridgefield High School, Hudson's Bay High School, Roosevelt (OR) High School, Covington Middle School, Clackamas (OR) High School, Fort Vancouver High School, LGBTQA College Fair, and Prairie High School. (SA)
- Student Ambassadors conducted 14 individual campus tours, assisting 16 people in October. In addition, they conducted three group campus tours: Two College 101 classes (approximately 25 students each) and 50 students from Ridgefield Middle School.(SA)

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

- On October 25th, Tina Barsotti and five NERD (Not Even Remotely Dorky) Girls participated in the first Vancouver School district Mother-Daughter Technology/Engineering/Achievement (TEA). (OOI)
- Power, Privilege, and Inequity in the Classroom, a quarterly student panel series sponsored by the Office of Diversity and Faculty Development, was moderated by Felis Peralta, Multicultural Retention Manager. The topic focused on DREAMers, or undocumented students, with a panel of three students who spoke candidly about their experience at Clark. The event was attended by more than 35 staff, administration, students and faculty. Evaluations of the event were highly favorable. (OOI)
- Melissa Boles, College Prep and Transfer Advisor, attended Vet 101: Understanding and Supporting Student Veterans on October 7. (SA)
- Diana Jaramillo, Associate Director of Advising - College Prep and Transfer, attended the training: Micro-Aggressions and Micro-Affirmations on October 23. (SA)
- Recruitment & Outreach hosted the annual *Gateways: A Student of Color Open House* on October 23. This event is targeted towards high school students of color to demonstrate to these students that college is possible and a reality for them. Eighty-five students, from seven local high schools (Evergreen HS, Heritage HS, iTech Prep, Legacy HS, Mt. View HS, Prairie HS, and Union HS) attended and received a keynote speech from Sirius Bonner, Special Advisor for Diversity & Equity. Students participated in two small group sessions, led by De'Sha Wolf, Student Success Retention Manager, and Monica Wilson, Transitional Studies Program Manager. Finally, the students were treated to lunch, while they listened to a Clark panel discussion comprised of seven current Clark College students of color. (SA)
- ComMark worked with the Native American Celebration event committee to promote the November 7 public event by creating posters, web ads, save-the-date postcards, and electronic invitations. In addition, a new landing page was created on the Clark.edu website to promote the event and it was advertised in The Daily Insider, through Clark 24/7 and on social media. (C&M)
- With input from Enrollment Services, ComMark created a winter quarter marketing campaign strategically targeted toward adult learners. The focal point of the campaign is a series of three cable television ads airing November 3 – 23. These ads highlight real Clark College students whose

FOSTER A DIVERSE COLLEGE COMMUNITY

stories exemplify how Clark can help learners of any age change their lives. The campaign was supported with print and online advertising in North Bank magazine and The Daily Insider; a redesigned landing page on Clark.edu; social media promotion; YouTube advertising; and a paid google ad words campaign. ComMark also consulted with Enrollment Services to maximize their use of a new Salesforce web to lead form. (C&M)

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

- Chris Lewis, Mechatronics Department Head, met with nLight recently and received word that due to a ramp-up of production the company would like to interview all of the upcoming graduates of the Mechatronics program for potential employment. (OOI)
- The bakery students and staff have been working very hard to offer more food options for the campus. This requires an increase in production, which in turn enhances their training for future employment. Many of the students volunteer to come in early to help make the lunch sandwich choices. The “Savory Grab and Go” items have been very popular with customers, as are the breakfast sandwiches. The increase in options have also contributed to an increase in sales for the Bakery Department and the students are taking great pride in what they are accomplishing. (OOI)
- The Transitional Studies division submitted over 20 CARs (Curriculum Action Requests) for new English as a Second Language and Adult Basic Education courses. The majority of those CARs were request for new courses encompassing the future HS21+ (High School 21+) curriculum that will allow students without a high school diploma to complete credits in the Transitional Studies division toward their high school diploma. Students must prove their Washington residency status and age is above 21 in order to be awarded a diploma from Clark College. This new program will be effective Summer 2015. (OOI)
- The Fitness Trainer Program held an open house for fitness professionals on Friday, October 17th. The event attracted area fitness managers, owners, and personal trainers. There was a brief presentation about the Fitness Trainer Program and what it could offer employers and personal trainers. There was also a short discussion among area professionals to help identify how the Clark College Fitness Trainer Program could better meet their needs. Several emerging themes were identified in terms of area employment needs, which will be passed on to students in the area. The open house ended with a tour of the facilities. (OOI)
- In support of the development of the Academic Plan, Clark College contracted with the Economic Modeling Specialist, Inc. (EMSI) to conduct a gap analysis between instructional programs and workforce development needs in Clark County, the Portland-Vancouver metropolitan area, and the Gorge. The college expects to receive the results no later than January 31, 2015. Included in the report will be clarifying the feasibility and skills required in the fields of fermentation and advanced manufacturing in the college’s service district. (P&E)

RESPOND TO WORKFORCE NEEDS

- The Corporate and Continuing Education Department has finalized new branding and logos. The overall objectives are to continue to reflect a close association with the rest of Clark College, while at the same time portraying an image of current, relevant service for organizational clients and open enrollment students. The final image consolidates a shield, reflecting tradition and the Northwest's natural beauty, with the department name. The new look will be integrated into department communications over the next several months.
- After lengthy discussions with partners and stakeholders, Clark College Corporate and Continuing Education (CCE) will be changing its name to Clark College Economic and Community Development. Professional and Contract Training (corporate), as well as the various workforce initiatives CCE works on with a number of partners, are covered by Economic Development. Continuing Education, Mature Learning, Excursions, and Cooking & Wine are covered by Community Development. Feedback from the community has been that CCE works on many large projects that have an educational component, but that also deal with issues such as social equity, academic excellence, economic vitality and environmental sustainability and the team's name should reflect more than just education and should be expanded beyond corporate. The change answers many of the issues we've been hearing with the CCE name.
 - Government agencies, healthcare, education and non-profit agencies, all target customers, do not view themselves as "corporate"—it is actually seen as a negative by some
 - CCE is working on more and more large projects with partners that contain educational aspects, but are really economic and/or community development projects. The "education" made it more difficult to get included in conversations.
 - Continuing Education had very different meanings for different people, which has been causing some confusion.

The change will happen over the next two months, which is good timing since it will coincide with a brand refresh and the launch a new website in December for CCE. Thanks to help from Communications and Marketing, the new website will use the Omni Update platform that the rest of Clark College uses, which adds significant features CCE hasn't had before and improves both efficiency and consistency. The 500 Broadway Street campus will continue to use the name Clark Corporate Education. (CCE)

- Associate Vice President Witte attended the Joint Base Lewis McChord (JBLM) Service Member for Life Transition Summit program with President Knight. The program, believed to be the largest military transition event ever staged, targeted partnerships between all the military branches, industry, government agencies and higher education to work toward finding service members transitioning to civilian life meaningful careers. Between 13,000-15,000 service members separate from the service every year at JBLM and between 50% and 60% of those veterans settle in Washington State. Clark College is working on a veteran-specific trucking program targeted at transitioning military truck drivers to civilian jobs. We expect the program to expand into other

RESPOND TO WORKFORCE NEEDS

trade fields as well, taking high demand skills learned in the military and providing the transition training and civilian recognized certification for our veterans need to get meaningful positions in the civilian market. (CCE)

- Associate Vice President Witte met with the CEO of the Port of Ridgefield, Brent Grening, to discuss potential partnerships with Clark College that might help get a combined Advanced Manufacturing/Innovation/Maker Center up and running in the North County area. Mr. Grening was supportive and we will be continuing to work with the Port of Ridgefield on potential options. (CCE)
- Associate Vice President Witte met with Katy Brooks, Port of Vancouver Director of Business Development, and Todd Coleman, Executive Director for the Port of Vancouver, to discuss partnering on a brewery incubation program the Port of Vancouver is considering as part of their waterfront development. Discussions will continue over the next 12 months as the Port finalizes their plans for the Terminal 1 Waterfront Development Project, but the initial conversations were very positive. (CCE)
- Associate Vice President Witte met with Jane Cote, Washington State University-Vancouver (WSUV) Director of the College of Business, and Lynn Valenter, WSUV Vice Chancellor, to discuss potential partnerships with both the brewery and restaurant program and the maker/innovation center concept. Dr. Cote and Vice Chancellor Valenter both feel there is a meaningful role WSUV could play that would be synergistic with Clark College's proposal for both programs. (CCE)
- Corporate Education organized Mechatronics tours for nLIGHT and Savage Services this month. In addition, Corporate Education arranged for Mechatronics faculty to tour nLIGHT production facilities, including visits to two clean rooms and viewing the work of a current Mechatronics student employed by nLIGHT. Both nLIGHT and Savage Services expressed interest in hiring graduates of the Mechatronics and Industrial Maintenance programs. (CCE)
- On October 22, 2014, Corporate Education held the first open enrollment class, "Foundations of Supervisors," at the College's Bingen location. Participants were very enthusiastic about attending training in the Gorge. In November, Corporate Education will offer open enrollment classes in Excel, Outlook and Word at the Bingen location. (CCE)
- On October 28, 2014, Corporate Education Business Developer Trish Hamann attended the Association of Washington Businesses (AWB) Manufacturing Summit in Kent, WA. The event was an opportunity to network with manufacturing companies from around the State, Washington Economic Development Councils and other community colleges. Two Vancouver manufacturers were honored at the event. The AWB named Cadet Manufacturing its 2014 Manufacturer of the Year and TigerStop received the 2014 Innovation Award. (CCE)

RESPOND TO WORKFORCE NEEDS

- On November 5, 2014, Corporate Education hosted a healthcare industry convening to gather input for the 15-credit Patient Advocacy/Navigation program being developed in partnership with the Business Medical Technology program. The event was funded by the Hospital Employees Education and Training (HEET) grant that Corporate Education was awarded, along with grant partners Whatcom Community College and the Center of Excellence for Allied Health, who were also in attendance. Business Medical Technology faculty participated in the convening as well. The primary focus of the event was to gather input on workforce development, planning and training needs for care coordination and patient navigation positions within healthcare organizations. There were 25 attendees at the event, representing Adventist Medical Center, Aging & Disabilities of Southwest Washington, Legacy Health Systems, PeaceHealth, Rebound, the Healthy Living Collaborative, Allied Health Advocates and the Southwest Washington Workforce Development Council. (CCE)
- The SBCTC has awarded Corporate & Continuing Education \$21,000 in HEET (Hospital Employee Education Training) funding. This is in addition to the \$50,000 already awarded from the HEET grant. The funds will be used to pilot a non-credit version of the Navigation/Advocacy program currently under development. (CCE)
- Michelle Giovannozzi, Director of Corporate and Community Partnerships, has been invited to serve as a panelist at the Washington State Health Advocate's Association annual meeting in Seattle, on November 14, 2014. A Health Advocate is an individual who provides direct and personalized services to a patient and/or family members as they navigate the healthcare system. Michelle will speak on the design, development and employer partnerships for the Patient Advocate training program. (CCE)
- The Corporate & Continuing Education team met with the following organizations and attended events to promote the College:
 - Met with the Columbia River Economic Development Council (CREDC) to discuss a \$15 million dollar grant opportunity from the Economic Development Association (EDA).
 - Attended the Healthy Living Collaborative Summit, sponsored by the Federal Reserve.
 - 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 the Portland Business Journal Manufacturing Awards event.
 - Attended Design 2Part Expo, a hiring event at WorkSource for Certified Production Technicians.
 - Attended Leadership Clark County Economic Development event.
 - Met with Dan Wyatt of Atlantic & Pacific Freightways and Constance Greco from the Clark College Foundation to discuss a veterans trucking program.
 - Met with PeaceHealth Vice President and Medical Group Director Dr. Larry Neville and Director of Public Affairs and Community Health Strategies Di Lacey to discuss the Patient Health Advocate training and the College's degree programs.
 - Attended meetings of the Southwest Washington Regional Health Alliance (RHA) Board of Directors and RHA Communications Workgroup in support of education in healthcare.
 - Conducted employer visits with City of Ridgefield, City of Washougal, Celestica, Kyocera and Webfor Elkhart Plastics to discuss training needs. (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

- Dwight Hughes, Networking Technology Department Head, and Rhianna Derscheid, Education Director at Larch Corrections Center are working together to resolve ongoing network connectivity issues at Larch Corrections Center. This will be a win-win for both the Networking Technology Department and Larch Corrections Center. Networking Technology students will be working to develop the network as part of their class, and Larch will get new-to-them equipment that supports all of their technology needs. (OOI)
- Tenured English faculty member, Jill Darley-Vanis, will be participating in the WSUV National Science Foundation project along with other Clark College Science and Engineering faculty. (OOI)
- Deena Godwin (Interim BEECH Dean) submitted a nomination for three Clark College faculty (one nominee each from English, English as a Second Language, and Adult Basic Education) for the OCTAE's (Office of Career, Technical, and Adult Education) College and Career Readiness Standards-in- Action cadre to SBCTC. (OOI)
- STEM construction update - the majority of the hazmat remediation in the building footprint has been completed, but there are some outlying areas around the building where we are still uncovering materials that have to be handled carefully. As of the end of October, we have removed approximately 14,600 tons of hazardous material and impregnated soils, in over 450 truckloads. We are currently exceeding our contract allotment for hazmat remediation by about \$600,000. (AS)

That remediation number will surely rise next summer when we begin primary trenching for the sewer connection to city services, the hydronics lines crossing Ft. Vancouver Way from Central Mechanical, and final storm water connections across what will become the south lawn of the building.

The specific types of hazmat include:

- Asbestos shingle siding;
- Black mastic tile glue containing asbestos occurring on green floor tiles;
- Pipe wrap insulation containing asbestos;
- Powdery black ash deposits containing heavy metals and asbestos chips;
- Granulated grey ash pits containing heavy metals (an old incinerator that was removed but still shown on the original Star building drawings was located just north of the site, near the Foundation parking area).

ENHANCE COLLEGE SYSTEMS

Other deposits not considered hazmat, but that needed to be removed for structural reasons, included old burn pits with wood studs and building materials, and deposits of asphalt roof shingles. Other discoveries include an old high-button woman's shoe, an old Pepsi bottle, a power pole glass insulator, and a partially intact ceramic vessel with "medical department" imprinted on the side.

The rough prep for the new parking lot west of STEM (known as the new Yellow 2 lot) continues, with storm water manholes and piping, light pole bases, and curbs going in.

Excavation for the deepest point of the building, at the elevator pit on the south side, has begun, and overall excavation of the basement will crank up over the next few days. This has pushed out the first concrete pour by a week or two, depending on the weather.

The paving for the north end of Yellow 1 lot has been delayed because of weather. The contractor needs at least two consecutive days of warm, dry weather to pave, and the weather has not been accommodating. The curbs, utilities, light pole bases, and base course of rock will be completed shortly and the lot will be paved the first chance the weather allows us. (AS)

- Business Services has notified the State Treasurer of our intent to pay off the Penguin Union Building Certificate of Participation (COP) loan, effective January 1, 2015. The college has received enough funds from the student fee to pay off the loan nearly two years early. Paying it off early will save the students approximately \$60,000 in interest payments. Students will no longer be charged the PUB fee of \$2 per credit beginning winter quarter 2015. (AS)
- Clark College participated in the Washington State Great ShakeOut on October 16, 2014 at 10:16 a.m. The mass notification system was activated and faculty, staff, and students were instructed to "drop, cover, and hold" and then directed to evacuate to their nearest Assembly Area.

Following this exercise, the College's Incident Command Team went into action as though a real earthquake had hit the region. This provided an opportunity for the IC Team to practice how it would respond in an earthquake scenario. One aspect of response that the team will continue to address in the future is the communication of information from the field (e.g., number of missing people, casualties, status of buildings, etc...) to the Incident Command Post. (AS)

- Risk Management staff met with Instructional Council and the Student Affairs Council to review the new Contract Approval Process (CAP) and driver's requirements protocol. (AS)
- Environmental Health and Safety (EHS) staff held a discussion about respiratory protection requirements at the Facilities Services safety meeting. EHS staff also conducted four ergonomic consultations, provided training for staff who operate Service Carts, and completed WISHA-compliant inspections of all facilities. Staff will now begin compiling reports on their findings. (AS)

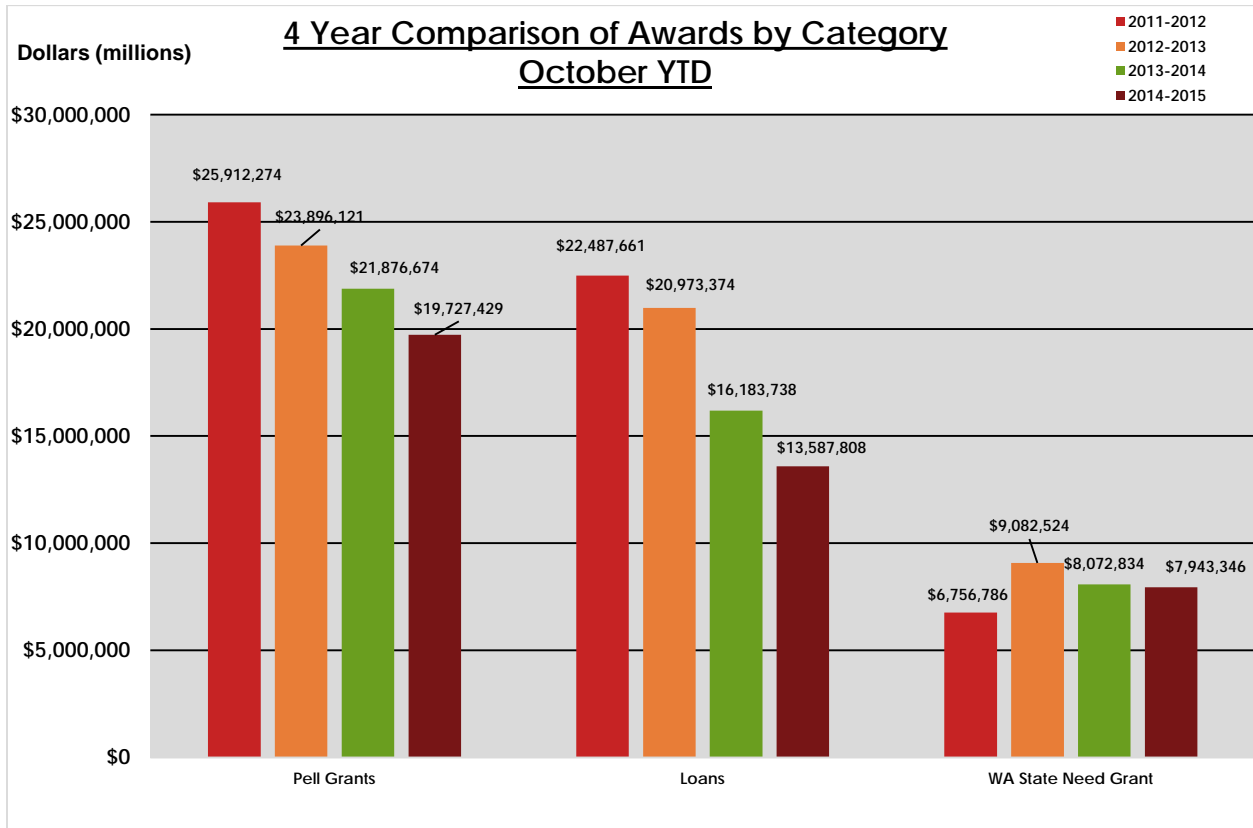
ENHANCE COLLEGE SYSTEMS

- Safety Committee membership elections were held for the new program year. (AS)
- Advising Services Associate Directors, Kim Marshel and John Maduta, conducted additional monthly department ctclink training for Advising Services staff. Content included familiarity with the demonstration environment and how ctclink will impact aspects of business operations when working with students. It also gave advisors the opportunity to follow practice scripts in a demonstration environment and develop a better sense of what ctclink will be like as a student information management tool. (SA)
- Student Life acquired access and equipment to implement an electronic tracking system for use at all upcoming events. The system will allow students to scan their student ID or enter their SID number to track attendance at events and activities offered through Student Life, ASCC or APB. This system will replace previous sign-in and attendance counter methods used. (SA)
- Career Services moved into their newly remodeled space in PUB 002. The Career Center was designed to fully meet the needs of students exploring careers and for use as a learning lab for a number of HDEV classes as well as other courses across disciplines that use the Career Center in their curriculum. The space was also designed to accommodate the growth in Career Services staffing, which includes the recent hiring of a Career Advisor and the soon to be hired Financial Literacy Coach and co-located WorkSource staff. (SA)
- In preparation for data migration to ctclink, Enrollment Services has partnered with Planning and Effectiveness to conduct student record coding cleanup. Activities include updating expired codes on student records as well as conducting phone outreach to students who have not yet declared a major. (SA)
- As part of the annual computer replacement plan (CRP) all the campus lab computers have been replaced with new computers funded by the Tech Fee. In order to staff and run those labs effectively, ITS has hired and trained 70 lab assistants so far this year. (ITS)
- "Clark College in the Gorge" is fully functional using virtual desktop technology (VDI) which allows for better computer support from a remote location (main campus). This new facility is capable of supporting students in any discipline or workforce need for the entire eastern College service district. (ITS)

STATISTICS

STATISTICS (PAGE 1)

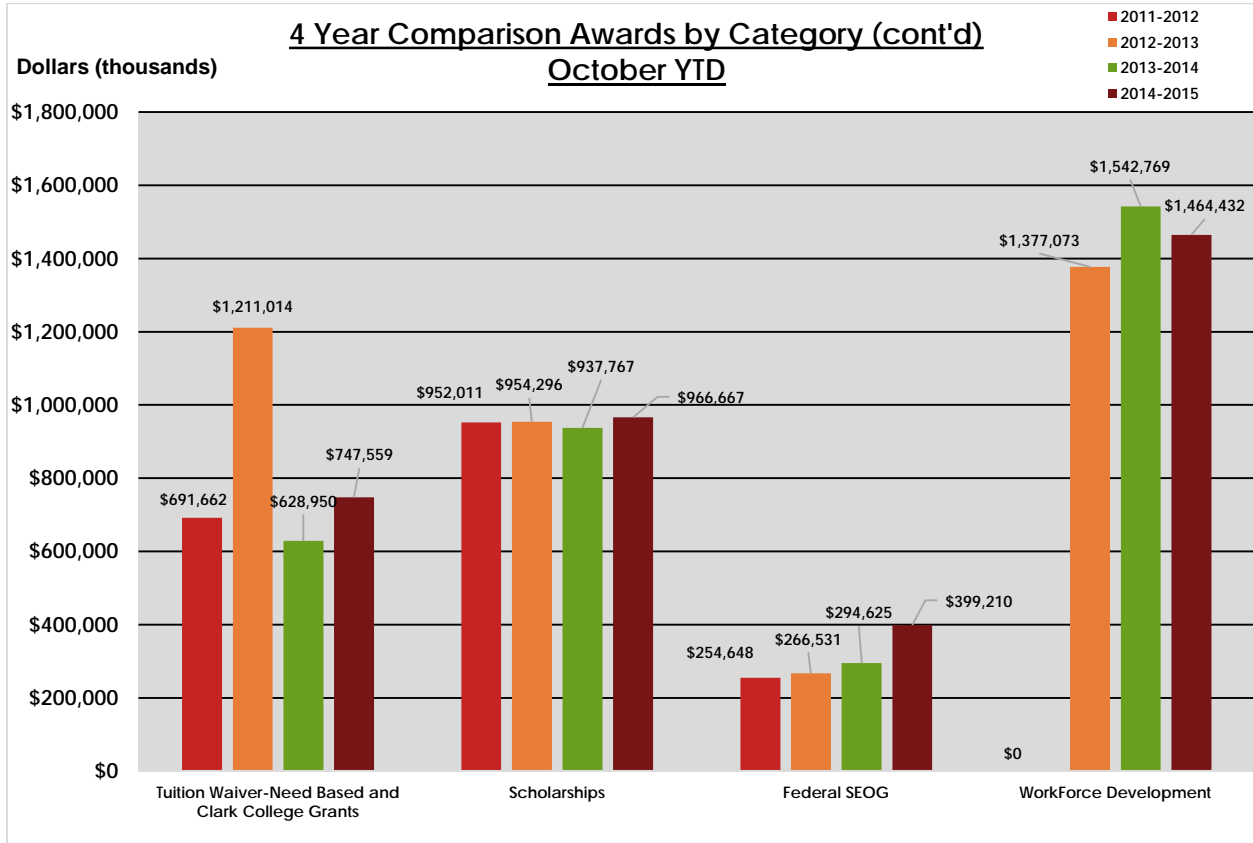
FINANCIAL AID STATS PAGE 1 GO HERE



Note: WA State Need Grant includes College Bound Scholarships

STATISTICS (PAGE 2)

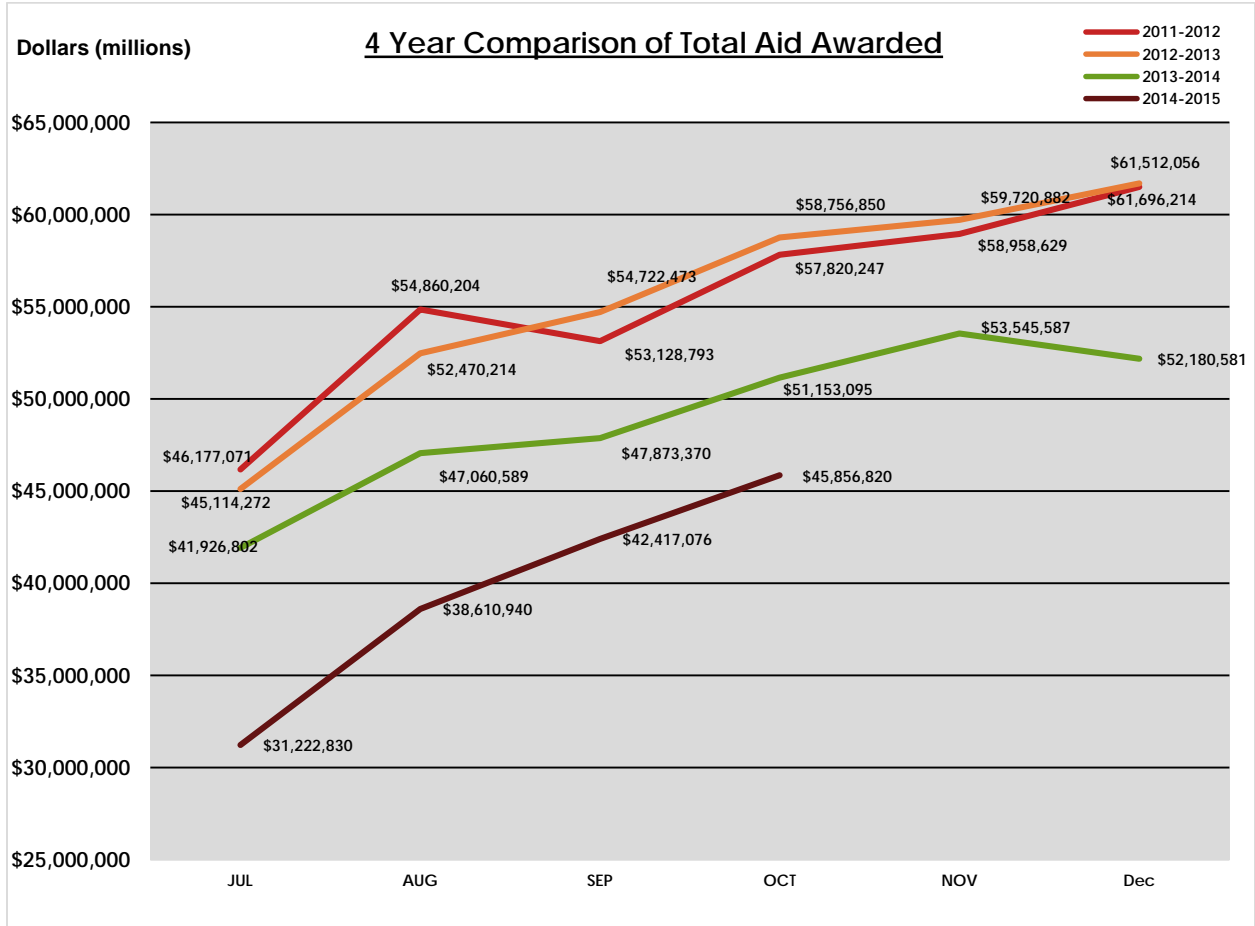
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Note: WorkForce Development includes WorkFirst, Worker Retraining, BFET, Opportunity Grants, and Sponsored Programs

STATISTICS (PAGE 3)

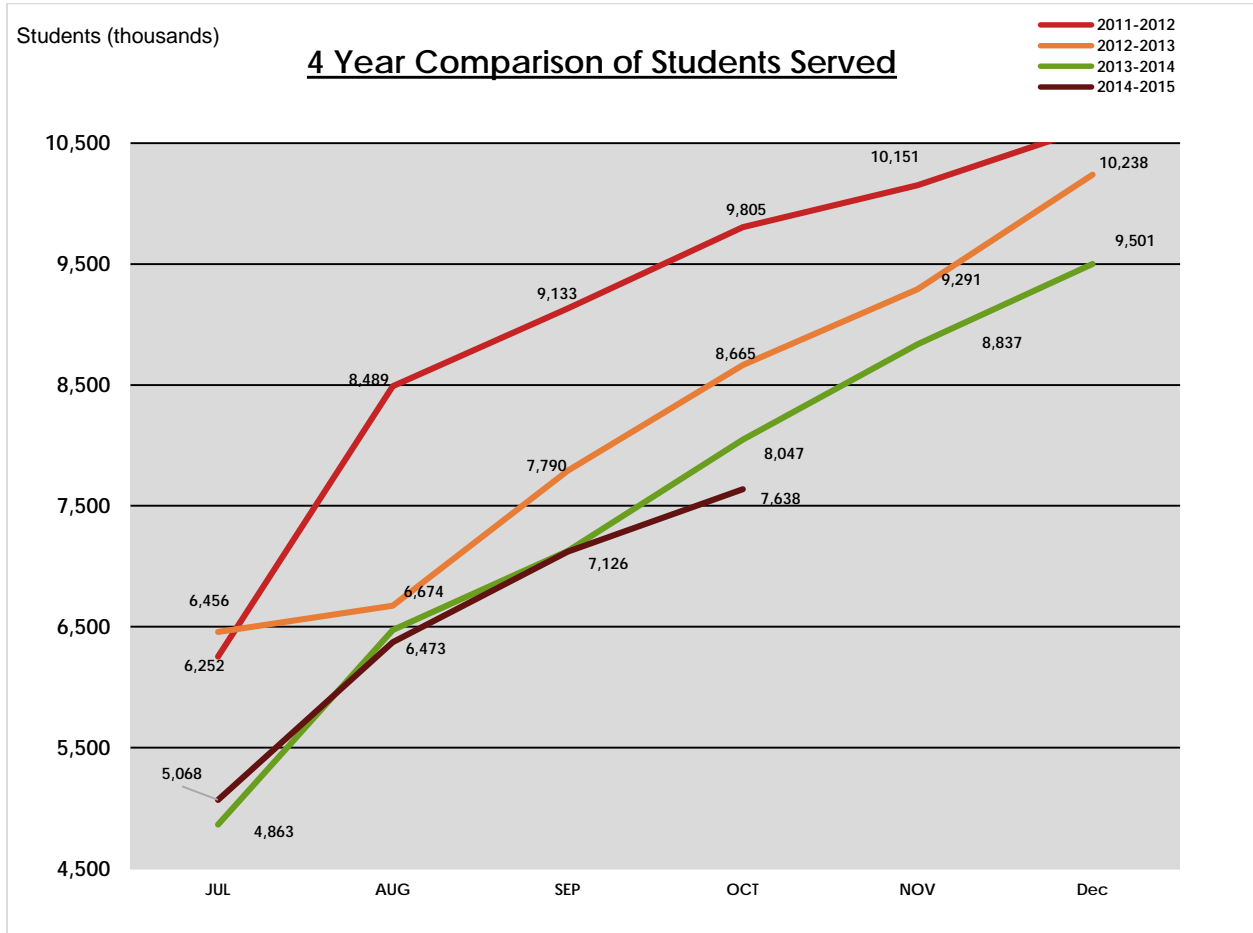
FINANCIAL AID STATS PAGE 3 GO HERE



Note: 2014-2015 reported through October YTD. Data not yet available for November, December 2014

STATISTICS (PAGE 4)

FINANCIAL AID STATS PAGE 4 GO HERE



Note: 2014-2015 reported through October YTD. Data not yet available for November , December 2014

Clark College - Budget Status Report October 31, 2014

Sources of Funds (Revenues)	2014-15 Budget	Revenues to Date	Difference	% Budget Received
Operating Accounts				
State Allocation	25,454,155	8,965,002	(16,489,153)	35.2%
Tuition & ABE	19,566,355	8,677,479	(10,888,876)	44.3%
Running Start	7,344,703	528,261	(6,816,443)	7.2%
Excess enrollment	4,153,586	1,527,901	(2,625,685)	36.8%
Planned use of prior fund 148 balance	587,179	-	(587,179)	0.0%
Dedicated, matriculation, tech, cont ed	4,138,186	1,405,390	(2,732,796)	34.0%
Total Operating Accounts	61,244,164	21,104,033	(40,140,131)	34.5%
Other Accounts				
Grants & Contracts less Running Start	5,366,684	520,440	(4,846,244)	9.7%
Internal Support & Agency Funds	1,130,013	555,043	(574,970)	49.1%
ASCC less PUB	1,826,546	615,821	(1,210,725)	33.7%
Bookstore	4,469,634	2,019,531	(2,450,103)	45.2%
Parking	463,861	160,114	(303,747)	34.5%
Auxilliary Services	1,368,170	488,816	(879,354)	35.7%
Financial Aid	49,607,886	19,527,636	(30,080,250)	39.4%
Total Other Accounts	64,232,794	23,887,400	(40,345,394)	37.2%
Total Sources of Funds	125,476,958	44,991,433	(80,485,525)	35.9%

Uses of Funds (Expenses)	2014-15 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
Operating Accounts				
President	874,365	262,939	611,426	30.1%
Associate Vice President of Planning & Effectiveness	445,437	164,305	281,132	36.9%
Special Advisor for Diversity & Equity	347,356	83,302	264,054	24.0%
Vice President of Instruction	37,542,674	9,840,386	27,702,288	26.2%
Vice President of Administrative Services	7,679,409	3,073,574	4,605,835	40.0%
Vice President of Student Affairs	7,922,964	2,662,890	5,260,074	33.6%
Associate Vice President of Corporate & Continuing Ed	1,045,380	320,550	724,830	30.7%
Executive Director of Communications	4,507,450	2,057,045	2,450,405	45.6%
Associate Vice President of Human Resources	879,129	273,057	606,072	31.1%
Bank & credit card fees		89,551	(89,551)	
Total Operating Accounts	61,244,164	18,827,599	42,416,565	30.7%
Other Accounts				
Grants & Contracts less Running Start	5,366,684	1,762,944	3,603,740	32.8%
Internal Support & Agency Funds	1,130,013	609,757	520,256	54.0%
ASCC less PUB	1,826,546	430,109	1,396,437	23.5%
Bookstore	4,469,634	2,078,347	2,391,287	46.5%
Parking	463,861	107,257	356,604	23.1%
Auxilliary Services	1,368,170	442,280	925,891	32.3%
Financial Aid	49,607,886	19,389,795	30,218,091	39.1%
Total Other Accounts	64,232,794	24,820,490	39,412,304	38.6%
Total Uses of Funds	125,476,958	43,648,089	81,828,869	34.8%
Difference - Excess (Deficiency)	-	1,343,345		
Capital Projects- Expenditures	18,149,089	3,865,417	14,283,672	21.3%

c. Bob Knight, Bob Williamson, Sabra Sand
e. Thersa Heaton, Cindi Olson, Nicole Marcum, Bill Belden
Ron Hirt, Accounting - November 12, 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	30,000	2,249,482
145 CIS	762,109	762,109		133,000	629,109	-
147 Local Capital	381,142	-				-
148 Dedicated Local	3,895,996	(33,500)		51,000	542,657	(627,157)
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			2,000,000	1,487,059
528 Parking	335,853	335,853				335,853
570 Other Auxiliary Enterprise	1,094,377	384,953		30,315		354,638
790 Payroll (clearing)	220,748					-
840 Tuition/VPA	1,483,029					-
846 Grants - Fin Aid	(1,452,560)					-
849 Student Loans	46,204					-
850 Workstudy (off-campus)	(4,350)					-
860 Institutional Financial Aid Fur Reserves*	928,436		3,953,754			(3,953,754)
Totals	17,558,772	7,398,270	3,953,754	239,198	3,201,766	3,552

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

Fund Balance Less Commitments

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

New Commitments July 1, 2014 to present

Date		Fund	Amount	Fund Total
7/1/2014	Softball Fence	145	30,000	
6/30/2014	Arbitration Ruling	145	133,847	
6/30/2014	Composite Feasibility Study	145	26,000	
7/1/2014	CIS Funds	145	439,262	629,109
9/2/2014	EMSI	145	30,000	30,000
7/1/2014	Gorge-Student Affairs position	148	12,998	
6/30/2014	BAS DH	148	27,917	
6/30/2014	Diversity Plan	148	58,000	
6/30/2014	IT Strategic Plan	148	177,313	
6/30/2014	CTC Link	148	241,429	
9/9/2014	Culinary Consultant	148	10,000	
10/14/2014	Career Coach	148	15,000	542,657
10/21/2014	Culinary Remodel-use of reserves	524	2,000,000	2,000,000
Total New Commitments				3,201,766

Required Reserves

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

Fund Balance After Commitments and Required Reserves	3,552
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* Reserve as approved by the Board on June 11, 2014, use of reserve approved 10/21/14

ACTION ITEMS

FIRST READING--ACTION ITEMS



Memorandum

To: Robert Knight
President

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

Date: November 13, 2014

Re: Recommendations for Tenure

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

Third-Year Tenure-Track Faculty

Susan Nieman
Ruth Trejo

RIF Unit

Nursing
Chemistry

Clark College The Next Step

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**Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
October 21, 2014
Ellis Dunn Room GHL 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; Ms. Shanda Diehl, Associate Vice President of Planning & Effectiveness; Mr. Kevin Witte, Associate Vice President of Corporate & Continuing Education; Dr. Chato Hazelbaker, Chief Communications Officer & Interim Director of IT; Ms. Sirius Bonner, Special Advisor for Diversity & Equity; Ms. Jane Beatty, Director of Change Management & Interim Associate Vice President of Human Resources; Ms. Leigh Kent, Executive Assistant to the President.

Faculty: Ms. Kimberly Sullivan, AHE President; Prof. Izad Khormae and Mr. Nicholas Macias, Engineering.

Others: Ms. Lisa Gibert, CEO Clark College Foundation; Ms. Bonnie Terada, Assistant Attorney General; Mmes. Emmah Ferguson, Darlene Minnick, Kathryn Gonzalez, Lydia Brynmoor; Messrs. Alex Ellard, Mark Turkov, Ben Lester, Spencer McMillan, students.

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none"> Chair Strong called the meeting to order at 5:00 pm. The trustees participated in a closed quasi-judicial session prior to this evening's meeting. 	
II.	BUSINESS MEETING		
II. A	Review of the Agenda	<ul style="list-style-type: none"> The agenda was accepted as presented. 	
II. B	Statements from the Audience	<ul style="list-style-type: none"> There were no statements from the audience. 	
II. C.	Constituent Reports	<ul style="list-style-type: none"> Ms. Sullivan is working with the college and faculty union on salary negotiations. The AHE Senate have been in discussions about how they as a union are perceived; they want to be seen as working with administration on shared common goals. 	
	1. AHE		
	2. WPEA	<ul style="list-style-type: none"> There was no WPEA report this evening. 	

	TOPIC	DISCUSSION	ACTION
	3. ASCC	<ul style="list-style-type: none"> • ASCC President Emmah Ferguson reported. • The ASCC has been working hard this quarter to increase involvement in student government and activities. They have been catching students' attention by offering snacks and planners to increase awareness, and so far have placed 14 students on committees. There are now 26 chartered student clubs and 400 people took part in the student involvement fair • ASCC has also been working with Communications & Marketing to bring awareness to the proposed recreation center, encourage student participation in the voting process, and explain future implications of constructing the center. ASCC is learning that a majority of students don't have much information about the center. 	<ul style="list-style-type: none"> • Trustee Rupley complimented Ms. Ferguson on the submission of a very well-written report.
	D. Foundation	<ul style="list-style-type: none"> • The Foundation does not currently have a full board roster; they need 16-20 members to be fully staffed so are actively recruiting. Ms. Gibert discussed board member recruitment following a question by Trustee Rupley. • The Foundation is always looking for community leaders who are interested in becoming involved with the Foundation and the college. New members must have some kind of prior connection to the college; the Foundation is very interested in increasing board diversity as well as targeting specific industries for talent. There are four new candidates whose names have been put forth. The Foundation is also interested in adding community members to their committees even if they are not board members. • An offer has been made to a candidate for the new Vice President of Development and the Foundation expects to have this person on board within the next 30 days. 	<ul style="list-style-type: none"> • Trustee Rupley thanked Ms. Gibert for including the college's trustees in the Vice President of Development search process. • Trustee Burkman thanked Ms. Gibert for the Foundation's hosting of the <i>Miss Representation</i> film.
II. D.	Statements & Reports from Board Members	<ul style="list-style-type: none"> • Chair Strong was sorry to have missed the STEM groundbreaking but was able to attend the end of Campaign Celebration. It was so much fun to attend and she thanked Ms. Gibert for hosting it. • Trustee Pollard noted that the groundbreaking and Campaign Celebrations were great events; attendance was good and everyone was smiling. He said that there are impressive things going on with our young people and the STEM building will help them even more. 	

	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<p>STUDENT PRESENTATION</p> <ul style="list-style-type: none"> • Going forward, Mr. Belden announced that Student Affairs will be involving those Directors and unit leaders who have personal relationships with student presenters in each month's Student Presentation. • Irene Cheney, Program Support Supervisor, introduced student presenter, Darlene Minnick. Ms. Minnick' presentation centered on how impressed she has been with the opportunities provided to her to obtain her education and become employed. She discussed how she came to choose Clark after looking at other schools and seeing the classes offered here. She will be going into the Phlebotomy program and will receive her AA degree in the spring. <p>FACULTY PRESENTATION</p> <ul style="list-style-type: none"> • Tim introduced this evening' faculty presenters from the Engineering Department who discussed project-based learning examples in the workplace and how student projects complement the curriculum. • Most engineering students continue their education in four-year institutions, usually WSU-V or the University of Washington. Some have attended institutions in Canada and Europe. The program has very strong enrollment and they expect continuous increases as time goes on. • Five students talked about their projects that spanned many areas of engineering: Alex Ellard, reusable energy generation, working at PGE; Kathryn Gonzalez, online task bid/request online solution; attending WSU-V; Mark Turkov, music enhancer, attending WSUV; Ben Lester, drone, Clark student; Lydia Brynmoor/Spencer McMillan, space elevator, Clark students. They each demonstrated the projects they did here and how those projects helped them in what they are doing now. <p>PRESIDENT'S REPORT</p> <ul style="list-style-type: none"> • Messrs. Belden and Williamson addressed Clark's relationship with student financial services firm, Higher One. HigherOne was involved in a lawsuit, accused of charging hidden fees to students (which has since been settled). The lawsuit was in process at same time as Clark's bidding process with them was taking place. The State of Washington entered into the initial contract with HigherOne and gave all the colleges the opportunity to join, too. Clark was the first college to enter into a contract and wrote protective clauses into the contract that other colleges did not. We limited our student participation to only those who received financial aid. All communication to students goes directly through Clark, not HigherOne. We have managed the messaging, and made sure all the students were aware of any fees involved. It has worked to our students' advantage. 	<ul style="list-style-type: none"> • Trustee Rupley asked Ms. Minnick for some words of advice for new students with special needs and her response was not to be afraid to ask if they need help. She said if you can't get an answer the first time, keep asking until you do. • Trustee Pollard asked what helped her ultimately decide on Clark. She feels it is a good place to go for an education, staff is dedicated, and everyone is helpful. • Student projects are being exhibited in the Student Center during the afternoon of Dec. 2. • The Engineering Department uses the last Tuesday of each month as outreach to high schools and are discussing outreach to all K-12 students.

	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<ul style="list-style-type: none"> The college knew about the challenges HigherOne was having so limited our students' exposure. We make sure that students are provided with information and access and directions on how to receive their aid. They do not need to use HigherOne's debit card and can choose to have funds distributed directly to their bank or receive a check. Clark feels that we are using a distribution model that works successfully. Aid can be distributed prior to the quarter start so that students can get their books and supplies ahead of time. Everything we see is positive with the understanding that they use the HigherOne card as we instruct. There were more complaints with the distribution of paper checks than electronic transfer through HigherOne. The current contract ends in 2015 and there will be a decision regarding renewal. The contract ends during the middle of the ctclink conversion and it is not yet known if ctclink will allow us to distribute financial aid on our own or if we must go through a third party such as HigherOne. <p>Strategic Plan Update</p> <ul style="list-style-type: none"> Ms. Diehl updated the trustees on the strategic plan process. Task Force 3 compiled all of the college community feedback and comments from Opening Day. Trustee Burkman and President Knight are members of this Task Force. This strategic plan takes active direction setting rather than passive statements and some in the college community will find it to be a significant change. The Task Force and college leadership want it to be an action plan. The plans provides an opportunity to help people learn about diversity and is also a theoretical framework on how PPI influences what we do and how we challenge and overcome it. The most common comment was that people felt Academic Excellence should be core theme rather than a value. These comments were taken to the Task Force and changes were made as a result of the comments, thus providing the use of active shared governance. Objectives will now be developed for each core theme; they will be shared during the winter and more feedback will be gathered again; the final plan will come back to the board for a vote in April. The metrics developed for each objective will become the new scorecard. President Knight, Ms. Gibert, Dr. Hazelbaker, and Mr. Witte recently participated in a community legislative roundtable where they heard officials discuss the upcoming budget cycle and huge issues facing the state that could significantly impact the college. 	<ul style="list-style-type: none"> The trustees are appreciative of the way Clark handled distribution of financial aid by providing multiple avenues of distribution, controlling messaging, and communicating directly with the students. Trustee Rupley spoke about how the board used to have their own strategic plan and goals but are now aligned under one direction. Ms. Diehl said the board will continue to monitor progress towards mission fulfillment through the new scorecard as they do with the current one.

	TOPIC	DISCUSSION	ACTION
III.	ACTION ITEMS		
	FIRST READING		MOTION: Trustee Burkman made a motion to move the First Reading items to the Consent Agenda. The motion was seconded by Trustee Pollard and unanimously approved.
	CONSENT AGENDA		• MOTION: Trustee Pollard made a motion to approve the Consent Agenda. The motion was seconded by Trustee Parker and unanimously approved.
IV.	TRANSFORMING LIVES		• The trustees provided their comments and recommendations to the President for his consideration and decision.
		FUTURE TOPICS	WATCH LIST
V.	College Safety Facility Plan K-12 PPI Certificates Review of College Policies Service Learning Standard 2 Highlights		Accreditation GISS Student Completion STEM
VI.	DATE AND PLACE OF FUTURE MEETING		
	• The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, November 19, 2014 in the Ellis Dunn Community Room, GHJ 213.		
VII.	EXECUTIVE SESSION		
	• No Executive Session was held this evening.		
VIII.	ADJOURNMENT		
	• There being no further business, the meeting adjourned at 6:55 pm.		

Rekah Strong, Chair

Leigh Kent
Recorder
October 23, 2014