

# Clark College

## Board of Trustees Regular Meeting Packet

Wednesday, November 15, 2023, at 5:00 pm

<https://clark-edu.zoom.us/j/86724305369?pwd=YlBrZDFDbmQvcHpYNExnVW9MWUxadz09>

Meeting ID: 867 2430 5369

Passcode: 365813

Dial in: 1 (253) 215 8782

**Physical Location:**

**Gaiser Hall, Room 213**

## Board of Trustee Regular Meeting Packet, November 15, at 5:00 pm

- I. Call to Order/Agenda Review – Chair Canseco Juarez
- II. Land and Labor Acknowledgment – Chair Canseco Juarez
- III. Public Comment – Chair Canseco Juarez  
Public comment will be limited to two minutes each.
- IV. Action Items/Consent Agenda – Chair Canseco Juarez
  - a. October 25, 2023 - Work Session Meeting Minutes
  - b. October 25, 2023 - Regular Meeting Minutes
- V. Constituent Reports
  - a. ASCC – Emma Sturm
  - b. WPEA – Joey Hicklin  
No Report Submitted
  - c. AHE – Suzanne Southerland
- VI. Clark College KPI Dashboard and Scorecard  
Presented by Associate Vice President of Planning and Effectiveness Cecelia Martin
- VII. Reports from Board Members – Chair Canseco Juarez
- VIII. President’s Report – Dr. Karin Edwards
- IX. Next Meeting  
The next Board of Trustees work session and regular meeting are scheduled for Wednesday, December 6, starting at 3:30 pm.
- X. Executive Session  
An Executive Session may be held for any allowable topic under the Open Public Meetings Act.
- XI. Adjournment – Chair Canseco Juarez

# Clark College

## Board of Trustees Work Session Minutes

Wednesday, October 25, 2023

GHL 213 and Zoom

### In Attendance

Cristhian Canseco Juarez, Chair

Denise Gideon, Vice Chair

Jeanne Bennett, Trustee

Paul Speer, Trustee

### Absent

Marilee Scarbrough, Trustee

### Administrators

Dr. Karin Edwards, President

Dr. Michele Cruse, Vice President of Student Affairs

Dr. Jim Wilkins-Luton, Interim Vice President of Instruction

Vanessa Neal, Vice President of Diversity, Equity, and Inclusion

Sabra Sand, Vice President of Operations

Brad Avakian, Vice President of Human Resources

Sudha Frederick, Vice President of Instructional Technology

Calen Ouellette, Clark College Foundation CEO

### Others

Shelley Williams, Assistant Attorney General

Brooke Pillsbury, President's Office

Julie Taylor, President's Office

Brandon Johnson, Information Technology

Sarah Gruhler, Director of Student Life

Bruce Elgort, Computer Technology Professor

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

Chair Canseco Juarez called the work session to order at 3:30 pm.

#### II. Public Comment

No public comment.

### III. Student Life Presentation

Presented by Sarah Gruhler, Director of Student Life

Dr. Michele Cruse introduced Director of Student Life Sarah Gruhler, sharing gratitude for Sarah and her team's work to engage and support students.

Following her introduction, Sarah Gruhler provided a comprehensive overview of the work Student Life does to create a student sense of belonging at Clark:

- Overview of the ways students can become involved at Clark.
- Connection to the strategic plan and an equitable student experience, focused on belonging and access priorities.
- Overview of how Student Life collects data and how they plan to enhance data collection in the future.
- Overview of student-initiated and ran clubs, including trends pre-, during, and post-COVID.
- Overview of programming, which is advisor-initiated and run vs. student.
- Overview of fee-funded programs.
- Student engagement in committees and the benefits of engagement.
- Update on the events so far this Fall, including the substantial turn-out for the Barbie Movie screening and the pumpkin painting competition.
- Overview of Penguin Pantry, including data on demographics and number of students served.

#### Board of Trustees Feedback and Discussion

Trustee Gideon asked questions regarding the linking to services for students like Snap benefits to ensure student needs are met, as well as access to hygiene items. Gruhler confirmed that the team does provide information regarding Snap benefits in the Penguin Pantry boxes and through email. They also provide variable bonus items in the box, including items like toilet paper, shampoo, conditioner, and soap. Dr. Cruse also shared that Student Affairs has received funding to hire a Basic Need Navigator (currently posted) that will help with this work.

Trustee Speer asked if Student Life is partnering with the Food Bank. Gruhler confirmed they are, but there have been access limitations recently.

Chair Canseco Juarez shared that local businesses receive products from manufacturers to use and test equipment, and then they give the product to employees or donate. This may be an opportunity to partner with businesses to access more products for students. He also shared that he loves the idea of having events in different locations on campus – a wonderful way to reach students where they are. Canseco Juarez also shared that with a large need for students on committees, there may be an opportunity to create an info

session to help inform students about what it means to be on a committee, how to apply, and get more students engaged in filling the positions.

President Edwards shared gratitude to Gruhler for all that she does, creating a sense of community and belonging, but also learning opportunities for students engaging in student life, student government, groups, and committees.

#### IV. AI Overview

Presented by Computer Technology Professor Bruce Elgort

Dr. Jim Wilkins-Luton introduced Bruce Elgort, sharing an overview of Elgort's industry leadership and experience.

Elgort's presentation provided a comprehensive overview of artificial intelligence (AI) in higher education, including the history of AI dating back to as early as 1951, definitions to better understand AI and how it's used, courses at Clark directly engaging AI, and how Elgort uses AI in his classrooms. For example, he demonstrated using generative AI to enhance code-writing learning. Elgort also emphasized how these tools will be required when graduates enter the workforce after graduating from Clark and the importance of teaching students how to use the tools effectively.

#### Board of Trustees Feedback and Discussion

Trustee Speer acknowledged the importance of generative AI moving faster than higher ed can write policies. He also shared the importance of what AI means for us from a pedagogy standpoint and measuring the success of students and the institution, including how will we know if we've done a good job in ten years. Elgort shared that he chats with past students to understand how things are working through an alumni circle, as well as advisory groups. Elgort also shared the value of in-person classes and his desire to bring his classes all back to in-person.

Trustee Bennett shared gratitude for a very interesting presentation. She also shared a recent experience with her grandson where they used ChatGPT. She concluded with the value of how to use AI tools for good.

Vice Chair Gideon shared gratitude for Elgort demystifying AI for her and sharing the positive ways it can be used in the classroom. She also shared concerns about the dependency on technology and emphasized the importance of balance.

President Edwards shared gratitude for Elgort's presentation. She also shared the importance of remembering that AI is created by people and that people have biases. Those biases will show up in what AI presents so that's where critical thinking and teaching is valuable to balance and assess the answers being provided by AI.

Chair Canseco Juarez shared appreciation for the informative presentation, and the history of AI development. He also emphasized the importance of technology, how we teach people to use it, and how we educate ourselves.

V. Adjournment

Chair Canseco Juarez adjourned the work session at 4:56 pm.

# Clark College

## Board of Trustees Regular Meeting Minutes

Wednesday, October 25, 2023

GHL 213 and Zoom

### In Attendance

Cristhian Canseco Juarez, Chair

Denise Gideon, Vice Chair

Jeanne Bennett, Trustee

Paul Speer, Trustee

### Absent

Marilee Scarbrough, Trustee

### Administrators

Dr. Karin Edwards, President

Dr. Michele Cruse, Vice President of Student Affairs

Jim Wilkins-Luton, Interim Vice President of Instruction

Sabra Sand, Vice President of Operations

Vanessa Neal, Vice President of Diversity, Equity, and Inclusion

Brad Avakian, Vice President of Human Resources

Sudha Frederick, Vice President of Information Technology

Calen Ouellette, Clark College Foundation CEO

### Other

Shelley Williams, Assistant Attorney General

Brooke Pillsbury, President's Office

Julie Taylor, President's Office

Brandon Johnson, IT

Emma Sturm, ASCC

Carol Hsu, Engineering

Tina Barsotti, Engineering

Kaylee Judd, Clark Alumnus

Candas Barnes, Interpreter

Julie Gebron, Interpreter

Bece Kidder, Captioner

## I. Call to Order/Agenda Review

Chair Canseco Juarez called the regular Board of Trustees meeting to order at 5:00 pm.

Chair Canseco Juarez welcomed everyone to the September 27 Board regular Board meeting and provided an overview of the content covered at the work session.

## II. Land and Labor Acknowledgment

Clark College Mission and Vision, and Land and Labor Acknowledgment offered by Trustee Paul Speer.

## III. Public Comment

No Public Comments

## IV. Action Items/Consent Agenda

- a. September 27, 2023 – Work Session Meeting Minutes
- b. September 27, 2023 – Regular Meeting Minutes
- c. Clark College Fiscal Year-End Cash Balances

MOTION: Consent Agenda a-b. Trustee Speer moved to approve items a and b on the Consent Agenda. Trustee Bennett seconded the motion. Motion passed unanimously.

Trustee Speer requested additional discussion and explanation of item c - Fiscal Year-End Cash Balances from Vice President of Operations Sabra Sand prior to the Board motion.

ADDITIONAL MOTION: Trustee Speer moved to approve item c on the Consent Agenda. Trustee Bennett seconded the motion. Motion passed unanimously.

## V. Constituent Reports

### ASCC

ASCC President Emma Sturm shared the following update:

- ASCC is working to engage the campus community to bring awareness to student resources, including clubs, programs, workshops, events, leadership opportunities, ODEI, and the Tutoring Center.
- ASCC is working to enhance campus climate by supporting club leadership, how to market their clubs, and growing Student Life social media.
- ASCC Civics and Sustainability Director Tammy Pham hosted voter registration booths at Noche de Familia and the ASCC Pumpkin Competition.
- Sturm highlighted the strong engagement ASCC has had with events and activities.
- Introduction of the Waddle Awards, a new quarterly award initiative ASCC is starting.

Chair Canseco Juarez shared gratitude for Emma's report and the work that goes on behind the scenes. Also, share gratitude with the other student leaders for creating a sense of belonging.

### Clark College Foundation (CCF)

Foundation CEO Calen Ouellette shared the following report:

- Ouellette highlighted four key areas of focus:
  - Gratitude for Trustees attending the Foundation's annual scholarship reception (500 scholarships and \$1.3 million to date this academic year). 300 attendees, connecting students, their families, the community, and Clark College. He shared that the team is deep diving into how to make scholarships more accessible to all.
  - Launch of the Student Success Fund.
  - Conversations Event in early November, featuring Director of Athletics Laura LeMasters
  - CCF completed a communication audit. The audit reviewed Clark College and CCF brand identification. More detailed information to come.

Chair Canseco Juarez shared gratitude and his positive experience working with Foundation and College leadership through the Board of Trustees and Board of Directors leaders' quarterly meeting.

## VI. N.E.R.D. Girls and G.E.E.K.S. Presentation

Presented by Carol Hsu and Tina Barsotti, including Clark Alumnus Kaylee Judd

Carol Hsu and Tina Barsotti provided a comprehensive overview of the inspiring and engaging STEM mentorship and enhancement provided by the N.E.R.D. Girls and G.E.E.K.S. through community building, networking, learning, and events. They also engaged the Trustees by sending a Welcome Packet, including a platonic solids activity for the Trustees to try.

Hsu and Barsotti invited former Clark alumnus and N.E.R.D. Girls President Kaylee Judd, who is currently attending Rochester Institute of Technology, to share more about her experience, and the value of being a part of N.E.R.D. Girls, what she's doing now, and how she's engaging her current learning community and STEM club.

### Trustee Questions and Feedback:

Trustee Speer shared gratitude for Kaylee and congratulated her success. He also shared appreciation for Tina and Carol for the work they do, including their work in the community with non-profits. Speer inquired about how they prepare for obstacles impacting women's persistence and retention challenges in STEM. Hsu shared the importance of students building communities together; it's both heartwarming and helps them go through the program and profession and build a network. Barsotti agreed with Hsu, and Judd shared the emphasis on networking and its path to mentorship opportunities.

Vice Chair Gideon shared gratitude for the presentation and learning about the groups and acronyms. She also emphasized how important networking is, especially for women.

Trustee Bennett shared gratitude for Tina and Carol and the support they're providing people and students. She also acknowledged their great work in the community. Finally, Bennett shared her excitement to see where Kaylee ends up and how she makes the world a better place.

Dr. Edwards acknowledged Hsu and Barsotti's work and expressed appreciation for all they do. She also shared well wishes for Kaylee and encouraged her to keep telling her story.

Chair Canseco Juarez reinforced appreciation for the presentation, the work Hsu and Barsotti do, representation, and the value of connecting current and former students to share, support, and showcase the importance of N.E.R.D. Girls and G.E.E.K.S. He shared he's excited to hear more in the future.

## VII. Reports from the Board Members -

Trustee Bennett had the opportunity to meet with Dr. Edwards. Bennett also wanted to take a minute to share that she feels tender about what's going on in our world. As such, she feels a little depressed by it, but the monthly Board meetings are uplifting. The college vision is working, emphasizing we're trying our best. Bennett shared that the stories in the room tonight, and things that are going on at the college, provide hope. Inspired, she donated to the Foundation during the meeting and shared gratitude for the work everyone does.

Vice Chair Gideon had the opportunity to meet with the Foundation Board of Directors for the quarterly BOD/BOT meeting, which was very informative, and she's impressed with the Foundation. Gideon also met with Chair Canseco Juarez and Dr. Edwards, had a one-on-one meeting with Dr. Edwards, and is looking forward to the next Chair/Vice Chair affinity group meeting to continue to develop in her role as Vice Chair.

Trustee Speer echoed what Jeanne shared. He gave a shout-out to CCE, sharing he's taken a handful of classes since the early 90s, and it has a huge impact on the community. He recently took the CCE course *Cowlitz Tribe: Then and Now*. Great work, Cowlitz Spiritual Elder Tanna Engdahl and the CCE team. Speer also gave a shout-out to the Foundation and embedding with the College, which was evident at the scholarship event. He shared two heartwarming opportunities from the event. Finally, Speer recognized Dr. Cruse for her elevation to Board Chair for Fourth Plain Forward and his deepest admiration for Dr. Edwards and leadership, strategic plan alignment, and community betterment.

Chair Canseco Juarez started his report by reminding constituent groups to submit their reports timely to support the Trustees with their review of the reports before the Board meeting. Canseco Juarez shared gratitude and congratulations to Dr. Edwards, Executive Cabinet, faculty, and staff, for helping the college increase the FTE for the Fall term. He had the privilege to join Dr. Edwards for the ACCT Leadership Congress, connecting with Trustees and Presidents across the country and industry leaders. Canseco Juarez encouraged Trustees to continue to participate in event opportunities. He concluded with upcoming events:

- Thursday, November 2 – Topping Out Ceremony at Boschma Farms,
- Friday, November 3 – POWWOW,
- Tuesday, November 7 – VCOE Career and Resource Fair,

- Wednesday, October 31 – First Gen Student Presentation,
- Right now, faculty and staff are participating in the Faculty and Staff of Color Conference (FSOCC) through Friday.

## VIII. President's Report

Presented by Dr. Karin Edwards

Dr. Edwards acknowledged that the Trustees shared many mutual updates but shared the following updates since the last regular Board meeting:

- Hosted a Community-Based Organization Summit - an opportunity to share information about what organizations do and how we can connect students to the opportunities.
- Noche de Familia event – good showing of participation, and prospective students were supported to complete admissions applications during the event.
- CCF Scholarship Reception – the level of gratitude from students was heartwarming. They were truly grateful for the support. She also enjoyed connecting with donors and hearing their stories.
- ACCT Leadership Summit – extensive opportunities through workshops, networking, and relationship building.
- Met with the CEO of College Spark – great appreciation for their mission-focused work centered on eradicating racism from education.
- Looking forward to the Topping Out Ceremony in Ridgefield on Thursday, November 2.
- Participated in a pre-conference session today for FSOCC and looking forward to more sessions through Friday.
- Concluded with gratitude for EC and the Trustees.

## IX. Next Meeting

The next scheduled Board Meeting is scheduled for Wednesday, November 15, 2023, starting at 3:30 pm.

## X. Executive Session

No executive session.

## XI. Adjournment

Chair Canseco Juarez adjourned the regular meeting at 6:28 pm

**ASCC STUDENT GOVERNMENT  
BOARD OF TRUSTEES REPORT  
November 2023**

*Presented by:  
ASCC President Emma Sturm*

**Clark College Students Resources Access**

The ASCC Student Government is working to ease students return to campus by providing awareness of college resources such as clubs, programs, workshops, events, leadership opportunities, the DEI office, and the tutoring center. Some ways that ASCC is working on doing this:

- Hosted an event in Hanna Hall on October 31<sup>st</sup>, the last day to register to vote, to encourage students to become registered. This event was set up by the Civics and Sustainability Director, Tammy Pham.
- On November 7<sup>th</sup>, ASCC hosted an event called “Let Your Voice Be Heard” in the Cannell Library to create a fun way for students to voice any concerns/questions/kudos they have for Clark College or for Student Government. Additionally, this event provided fun snacks and prizes for students who participated.
- The ASCC Student Government Budget Committee approved the one-time funding request of \$700 for a mural painting to occur during International Week. The funding will help pay for marketing materials and for student refreshments during the opening reception. This event will be from November 13-15<sup>th</sup> from 10am to 2pm in Penguin Union Building 161.

**Clark College Campus Climate**

ASCC Student Government is working to reengage students on campus. Some of the initiatives ASCC have done to achieve this:

- For the first time ever, ASCC has decided to host a quarterly student award to recognize students throughout the school year instead of just at Oswalds. These awards are going to be known as the “Waddle Awards” and will provide nominated students with a certificate and a small prize. Students who are nominated for the Waddle Awards are also able to be nominated for the Oswalds Awards.
- ASCC has decided to direct some of its funds for a club competition. This club competition will take place twice this academic year, once for fall quarter and once for winter quarter. Clubs must be chartered to participate and can enter the competition simply by filling out their club activity forms and by tagging the Student Life Instagram account. The prizes for the clubs are as follows: \$200 for first place, \$100 for second place, and \$50 for third place. These monetary prizes will go directly to their club funds.
- Club progress: 8 chartered clubs and 4 in progress.

- Committee Recruitment: approximately 23 students have applied for Committees and are currently in the process of being placed.

### **Clark College State-Wide Initiatives**

ASCC Student Government have started to outreach to form different partnerships state-wide. ASCC has been able to accomplish this through:

- Partnered with the Women's League of Voters to encourage students to vote and to inform them about Health Care Reform. This event was held on November 15<sup>th</sup> in Gaiser Student Center and will host guest speaker Alan Unell.

### **General Work Updates:**

- ASCC is currently working on hiring a Finance Director and has interviewed two candidates this past couple of weeks.
- Working on prepping for next quarter's events.

# CCAHE Board of Trustees Report

Presented by Suzanne Southerland

November 15, 2023

The CCAHE report will include the following topics:

- Tenure
- OCR

November 15, 2023

Dear Members of the Board of Trustees,

I am writing to provide an overview of the recent initiatives and developments that have taken place at Clark College over the past month. These activities encompass a range of engagements and strategic steps to enhance community relations, fundraising, and the alignment of the Foundation's objectives with the College's strategic plan.

**1. Community Engagement and Fundraising Efforts:**

*The distribution of mailers and various community touchpoints, including the Annual Impact Report and the end-of-year annual-giving request, has yielded positive outcomes. These touchpoints, both electronic and physical mail, were strategically designed to inspire advocacy, volunteerism, and financial investment. I am delighted to report that we have achieved more than 50% of our fiscal year fundraising goal, with commitments received either in hand or verbally expressed.*

**2. Celebration of Clark College Coaches and Student-Athletes:**

*In collaboration with Clark College Athletics, another successful Conversations event was held to honor our coaches and student-athletes. The event was well-attended by a diverse group of community members. We aspire for this to become an annual tradition, fostering engagement and support for athletic donors and enthusiasts.*

**3. Foundation Board Goals in Alignment with the College's Strategic Plan:**

*The Clark College Foundation Board of Directors has introduced four new goals to guide the Foundation's direction over the current and upcoming fiscal years. These goals are intricately linked to the College's new strategic plan. The objectives include a. Alignment and integration with Clark College. b. Expansion of donor and community engagement. c. Efficient management and maximization of assets. d. Development of procedures and accountability, incorporating new CEO and Foundation metrics. These goals and the accompanying committee charters serve as a foundation for the Foundation's support, aligning metrics with College priorities and expectations.*

**4. Upcoming Open House and Alumni Mixer:**

*Scheduled for the end of November in collaboration with Fourth Plain Forward, an open house and alumni mixer for the Penguin Nation will be hosted. Attendees will be welcomed warmly and presented with an International Zone passport, guiding them through the new Fourth Plain Community Commons building. This innovative space is anticipated to make a lasting impression, offering attendees the chance to explore various vendors, connect with partners, and enjoy culinary delights from local restaurants strategically placed within the building's unique rooms and spaces.*

These activities demonstrate our dedication to engaging the community, strategic fundraising, and aligning the Foundation's objectives with the College's mission and objectives. In addition, we have attached our financial dashboard reflective of the first quarter of the current fiscal year.

Thank you for your continued support and guidance. If you require further information or have any inquiries regarding these activities, please do not hesitate to contact us.

Sincerely,

Calen

**Calen D.B. Ouellette, MBA**

Chief Executive Officer

Vice President, Advancement & External Relations

he/him

Clark College Foundation

1933 Fort Vancouver Way | Vancouver, WA 98663-3598

360.992.2212

Clark College | [www.clark.edu](http://www.clark.edu)

Clark College Foundation | [www.supportclark.org](http://www.supportclark.org)



# Financial Dashboard as of September 30, 2023

## Contributions/Donations Received

1973 - Present

	Year to Date	6/30/2023	6/30/2022	6/30/2021	Life to date
Unrestricted	\$ 116,877	\$ 434,388	\$ 986,602	\$ 430,886	
Temp. Restricted	333,035	1,198,387	1,138,094	1,378,934	
Perm. Restricted	64,379	679,338	2,576,066	1,264,358	
<b>Total</b>	<b>\$ 514,291</b>	<b>\$ 2,312,113</b>	<b>\$ 4,700,762</b>	<b>\$ 3,074,178</b>	<b>\$ 114,273,116</b>

	Year to date		6/30/2023		6/30/2022		6/30/2021		1973 - Present
	Unrestricted	Temp Restricted	Life to date						

## College Support Expended

Program	\$ 74,734	\$ 238,569	\$ 256,910	\$ 1,749,102	\$ 1,087,791	\$ 1,573,765	\$ 838,124	\$ 1,580,191	\$ 48,281,450
Student financial assistance & admin supp.	4,997	426,550	8,513	1,255,884	5,932	1,118,349	8,503	1,222,508	17,507,602
Capital projects-NC/STEM/Dent. Hyg./Oth.	-	-	-	-	-	-	-	-	15,612,791
Boschma Farms land acquisition	-	-	-	-	-	-	-	-	4,306,786
<b>Total</b>	<b>\$ 79,732</b>	<b>\$ 665,119</b>	<b>\$ 265,423</b>	<b>\$ 3,004,986</b>	<b>\$ 1,093,723</b>	<b>\$ 2,692,114</b>	<b>\$ 846,627</b>	<b>\$ 2,802,699</b>	<b>\$ 85,708,628</b>

## Student financial assistance

	YTD	FY 23	FY 22	FY 21	FY 20
Number of students receiving awards	414	535	550	611	575
Clark College Students (Fall excl. Running Start)	≈ 6,000	5,537	5,983	6,220	9,430

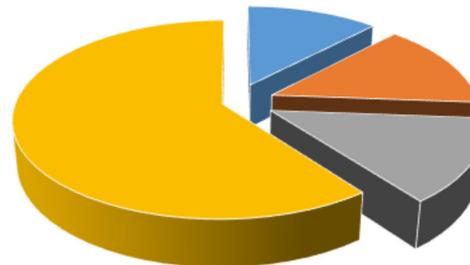
Cost of tuition (2023-2024).  
12 credits for 3 qtrs. = \$4,298.

Lower division courses. WA resident. Excludes books or class fees.

## Net Assets by Type

Unrestricted	\$ 14,332,123
Board Restricted	15,980,798
Temporarily Restricted	15,004,484
Permanently Restricted	67,485,823
<b>Net Assets</b>	<b>\$ 112,803,228</b>

## Net Assets by Type



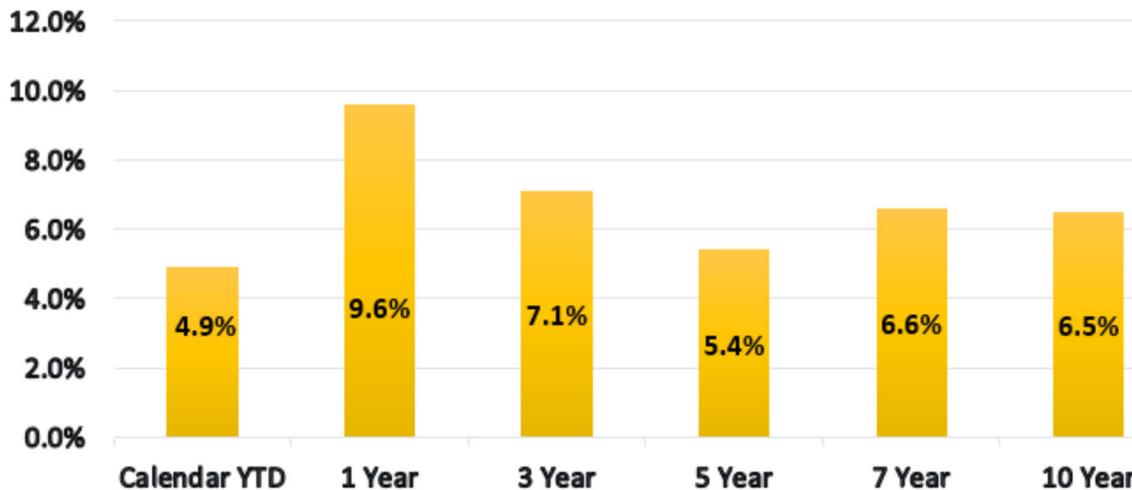
- Unrestricted
- Board Restricted
- Temporarily Restricted
- Permanently Restricted

<b>Unrestricted Net Assets</b>	Year to date	6/30/2023	6/30/2022	6/30/2021	6/30/2020
<b>Assets</b>					
Cash	\$ 9,889	\$ 322,468	\$ 169,678	\$ 157,507	\$ 318,496
Investments	4,229,256	5,413,192	6,237,164	7,731,091	6,896,319
Receivables	160,611	171,564	178,201	217,868	231,966
Prepays/Deposits/Other Assets	222,931	216,314	241,305	288,315	346,982
Land/building/equipment	10,389,489	10,392,477	10,364,804	10,319,160	11,471,498
<b>Liabilities</b>					
A/P/Other Liabilities	(680,053)	(1,110,944)	(1,035,748)	(896,757)	(2,829,085)
Note Payable	-	-	-	(338,997)	(339,700)
	<u>\$ 14,332,123</u>	<u>\$ 15,405,071</u>	<u>\$ 16,155,404</u>	<u>\$ 17,478,187</u>	<u>\$ 16,096,476</u>

<b>Projected - Liquid Unrestricted Net Assets Available</b>	
6/30/2024	182,000
6/30/2025	147,000
6/30/2026	112,000
6/30/2027	87,000
6/30/2028	62,000

\*Excludes operational reserve of \$1,300,000.

## Investment Pool Returns (Losses)



## Endowment

### Distribution Details

	FY 24	FY 23	FY 22	FY 21	FY 20
College Program	\$ 1,758,440	\$ 1,644,434	\$ 1,409,123	\$ 1,364,992	\$ 1,100,044
Unrestricted	2,704,186	2,660,664	2,462,113	2,421,451	2,275,514
College Program Reserves	138,066	165,992	73,002	95,217	99,247
	<u>\$ 4,600,692</u>	<u>\$ 4,471,090</u>	<u>\$ 3,944,238</u>	<u>\$ 3,881,660</u>	<u>\$ 3,474,805</u>



## BALANCE SHEET (STATEMENT OF FINANCIAL POSITION)

For the Period Ended:

		<u>September 30, 2023</u>	<u>June 30, 2023</u>	<u>September 30, 2022</u>
<b>ASSETS</b>				
Cash	A	\$ 9,889	\$ 322,468	\$ 107,175
Investments	B	97,774,973	99,604,377	93,408,919
Assets Held in Trust		1,790,978	1,890,457	1,769,923
Receivables	C	4,804,162	5,014,767	4,797,976
Other Assets		222,931	216,314	281,758
Fixed Assets		10,389,489	10,392,477	10,363,931
<b>TOTAL ASSETS</b>		<b><u>\$ 114,992,422</u></b>	<b><u>\$ 117,440,861</u></b>	<b><u>\$ 110,729,680</u></b>
 <b>LIABILITIES &amp; FUND BALANCES</b>				
<b>LIABILITIES</b>				
Current Liabilities	A	\$ 709,719	\$ 1,118,398	\$ 742,956
Liabilities-Assets Held in Trust		1,479,475	1,512,299	1,447,206
<b>TOTAL LIABILITIES</b>		<b><u>\$ 2,189,194</u></b>	<b><u>\$ 2,630,696</u></b>	<b><u>\$ 2,190,162</u></b>
 <b>NET ASSETS</b>				
Unrestricted Fund Balance	D	\$ 30,312,921	\$ 31,168,782	\$ 29,251,846
Temporarily Restricted Fund Balance	D	15,004,484	15,435,995	14,535,680
Permanently Restricted Fund Balance	D	67,485,823	68,205,388	64,751,992
<b>NET ASSETS</b>		<b><u>\$ 112,803,228</u></b>	<b><u>\$ 114,810,165</u></b>	<b><u>\$ 108,539,518</u></b>
<b>TOTAL LIAB &amp; FUND BALANCES</b>		<b><u>\$ 114,992,422</u></b>	<b><u>\$ 117,440,861</u></b>	<b><u>\$ 110,729,680</u></b>



# BALANCE SHEET

## (STATEMENT OF FINANCIAL POSITION)

For the Period Ended: September 30, 2023

### Explanation of Variances

- A Change due to timing of cash payments and donations. As donations are deposited, invoices are processed and checks issued, we end a month with varying levels of cash and liability balances.
- B The investment balance is impacted by inflows (donations), outflows (college support and foundation expenses) and cumulative realized and unrealized gains/losses. The investment pool recorded 9.6% gain for the previous 12 months and 1.0% loss for the previous 3 months. See financial dashboard for additional investment pool performance measures.
- C Reduction in receivables from June 30, 2023 primarily due to pledge payments of \$200,000 for guided pathways, and the Veterans Center of Excellence.
- D Changes in Net Assets based on net income (loss) over the prior period. See income statement page for review of revenue/expenses.



## INCOME STATEMENT (STATEMENT OF ACTIVITIES)

		For the Three Months Ending September 30, 2023				September 30, 2022
		Unrestricted	Temp Restricted	Perm Restricted	Total	Total
<b>REVENUE (Excluding Investments)</b>						
Cash Donations (Including Scholarships)	A	\$ 116,877	\$ 333,036	\$ 64,379	\$ 514,291	\$ 494,025
In-Kind Donations		31	-	-	31	1,500
Income - Fundraising Activities		-	19,370	-	19,370	19,785
Income - Operations	B	46,715	-	-	46,715	18,889
<b>Total REVENUE (Excluding Investments)</b>		<b>\$ 163,622</b>	<b>\$ 352,406</b>	<b>\$ 64,379</b>	<b>\$ 580,407</b>	<b>\$ 534,200</b>
<b>EXPENSES (UNRESTRICTED)</b>						
Wages/Benefits/PR Taxes	C	\$ 473,370	\$ -	\$ -	\$ 473,370	\$ 539,205
Professional & Service Provider Fees	D	71,859	-	-	71,859	60,100
College Capital & Program Support	E	66,331	-	-	66,331	48,795
Catering/Meetings	F	36,841	-	-	36,841	10,675
Software/Support & Website		28,558	-	-	28,558	17,619
Travel/Lodging	F	25,264	-	-	25,264	8,048
Operating Agreement/In Kind Expense		14,521	-	-	14,521	14,521
Insurance		14,049	-	-	14,049	13,481
Printing/Copying		9,055	-	-	9,055	7,020
Supplies/Recruit/Misc./Transfers		8,876	-	-	8,876	3,669
College & Community Relations		8,403	-	-	8,403	8,262
Occupancy (Utilities & Maint & Repair)	G	8,362	-	-	8,362	86,900
Taxes/Licenses/Registrations		5,325	-	-	5,325	4,191
Scholarship Management/Support		4,997	-	-	4,997	3,323
Postage		4,798	-	-	4,798	10,063
Staff Development		4,336	-	-	4,336	2,076
Entrance Fees/Green Fees/Rentals		1,252	-	-	1,252	975
Thank/Honor/Remember		1,154	-	-	1,154	2,263
Publications/Dues		1,102	-	-	1,102	4,425
Advertising/Awards/Prizes		680	-	-	680	-

	For the Three Months Ending September 30, 2023				September 30, 2022
	Unrestricted	Temp Restricted	Perm Restricted	Total	Total
Transfers	-	-	-	-	(10,928)
Depreciation	8,443	-	-	8,443	6,431
<b>Total EXPENSES (UNRESTRICTED)</b>	<b>\$ 797,578</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 797,578</b>	<b>\$ 841,112</b>
<b>EXPENSES (RESTRICTED)</b>					
Student Financial Assistance	\$ -	\$ 426,550	\$ -	\$ 426,550	\$ 451,651
Stipends/Fees/Temp Services	-	62,751	-	62,751	66,500
Supplies	<b>H</b> -	40,421	-	40,421	14,813
Catering/Meetings	<b>I</b> -	31,270	-	31,270	3,866
Staff Development	<b>J</b> -	27,592	-	27,592	3,491
Advertising/Awards/Prizes	<b>K</b> -	25,635	-	25,635	42,326
Publications/Dues	<b>L</b> -	23,509	-	23,509	4,845
Professional & Service Provider Fees	-	9,393	-	9,393	11,519
Travel/Lodging	-	9,089	-	9,089	7,043
Entrance Fees/Green Fees/Rentals	-	6,162	-	6,162	-
Thank/Honor/Remember	-	1,906	-	1,906	3,835
Printing/Copying	-	377	-	377	642
Taxes/Licenses/Registrations	-	271	-	271	5,342
Occupancy (Utilities & Maint & Repair)	-	193	-	193	-
Postage	-	-	-	-	36
Transfers	-	-	-	-	10,928
<b>Total EXPENSES (RESTRICTED)</b>	<b>\$ -</b>	<b>\$ 665,119</b>	<b>\$ -</b>	<b>\$ 665,119</b>	<b>\$ 626,838</b>
<b>Total EXPENSES</b>	<b>\$ 797,578</b>	<b>\$ 665,119</b>	<b>\$ -</b>	<b>\$ 1,462,697</b>	<b>\$ 1,467,950</b>
<b>NET INCOME (LOSS) Excl Investments</b>	<b>\$ (633,955)</b>	<b>\$ (312,713)</b>	<b>\$ 64,379</b>	<b>\$ (882,290)</b>	<b>\$ (933,750)</b>
<b>INVESTMENT INCOME (LOSS)</b>					
Interest/Dividends	<b>M</b> \$ 87,275	\$ 67,572	\$ 153,489	\$ 308,335	\$ 261,905
Realized Investment Income (Loss)	<b>M</b> 551	(9,891)	2,432	(6,909)	(805,108)
Unrealized Investment Income (Loss)	<b>M</b> (309,731)	(176,479)	(948,654)	(1,434,864)	(455,861)
Change in Value-Split Interests	-	-	8,790	8,790	3,669
<b>Total INVESTMENT INCOME (LOSS)</b>	<b>\$ (221,906)</b>	<b>\$ (118,798)</b>	<b>\$ (783,943)</b>	<b>\$ (1,124,647)</b>	<b>\$ (995,395)</b>
<b>NET INCOME (LOSS)</b>	<b>\$ (855,861)</b>	<b>\$ (431,511)</b>	<b>\$ (719,565)</b>	<b>\$ (2,006,937)</b>	<b>\$ (1,929,145)</b>



# INCOME STATEMENT (STATEMENT OF ACTIVITIES)

For the Three Months Ending September 30, 2023

## Explanation of Variances

- A Donations increased \$20,000 over the same period last year. Cultivation efforts are underway with significant gifts being finalized to support college programs.
- B Increase in Income-Operations due to \$29,000 cultivation fee paid by excavating company working on Boschma Farms project. Land was removed from the college building site and spread over adjacent foundation land.
- C Wages/Benefits/PR Taxes decreased \$66,000 from the prior year. This is due to staffing changes made in FY 2024 including eliminating several positions with higher salaries. One of these positions, a communication director, has not yet been replaced with a manager level position.
- D Increase in Professional/Service Provider Fees due to IT outsourced activities totaling \$14,000. These services, previously provided by the college, are now provided by an outside IT group, On Line Support. This reduced the burden on college personnel due to understaffing.
- E College Program & Capital Support increased \$18,000 as compared to the same period in the prior year. The increase was caused by the college's timing of IT equipment purchases.
- F Catering/Meetings and Travel/Lodging significantly increased due to a foundation board retreat held in FY 2024. In the prior year a retreat was not held.
- G Decreased Occupancy expense from FY 2023 is due to foundation office repairs of \$80,000 to address water leakage into the building.
- H Supplies increase due to increase usage of funds by various college programs: bee campus (signage), athletics (sports gear), MESA (furniture) and guided pathways (equipment).
- I Increase in Catering/Meetings due to food/venue costs for the scholarship reception at the Hilton (\$18,000) and college department gatherings (nursing, guided pathways - Noche de Familia and Welcome Day).
- J Staff Development expenses increased as college personnel engaged in a variety of professional development activities including nursing conferences, doctoral classes, and workshops.
- K Advertising/Awards/Prizes decreased, compared to prior year, as less service recognition dollars were awarded to staff during opening day (\$36,000 in FY 23 versus \$24,000 in FY 24).
- L Increase in Publications/Dues a result of the library purchasing a McGraw Hill subscription totaling \$23,000.
- M Investment income reflects year to date cumulative realized and unrealized gains/losses. The investment pool recorded a 9.6% gain for the previous 12 months. See financial dashboard for additional investment pool performance measures.

General item: The income statement includes all financial activities that flow through the foundation. These include foundation operations and college expenditures (program, scholarships and capital expenditures).



**Clark College Foundation**  
**OPERATIONAL BUDGET COMPARISON**  
 For the Three Months Ending: September 30, 2023

		YTD Actual Thru 09/30/2023	Budget to Date Thru 09/30/2023	YTD Variance	% Variance
<b>INCOME</b>					
Endowment Distributions (Unrestricted)	A	\$ 717,234	\$ 717,234	\$ -	0.0%
Unrestricted Fundraising		91,805	82,500	9,305	11.3%
Administrative Fee Income	B	25,072	50,000	(24,928)	-49.9%
Trustee Fee Income		3,174	3,250	(76)	-2.3%
		<b>\$ 837,284</b>	<b>\$ 852,984</b>	<b>\$ (15,700)</b>	<b>-1.8%</b>
<b>OPERATIONAL EXPENSES</b>					
Salaries, Wages & Benefits		\$ 473,370	\$ 484,608	\$ 11,238	2.3%
<b>Advancement</b>					
Software/Publications/Dues		\$ 24,560	\$ 22,420	\$ (2,141)	-9.5%
Service Provider Fees		10,692	18,538	7,846	42.3%
Catering/Meetings		8,249	8,925	676	7.6%
Printing/Copying		5,023	14,238	9,215	64.7%
Postage		4,792	5,044	252	5.0%
Professional Fees		4,217	8,700	4,483	51.5%
Travel/Lodging		3,783	10,475	6,692	63.9%
Staff Development		2,549	3,581	1,032	28.8%
Supplies/Misc.		588	731	143	19.6%
Thank/Honor/Remember		587	1,263	676	53.5%
Advertising/Awards/Prizes		480	1,975	1,495	75.7%
		<b>\$ 65,520</b>	<b>\$ 95,888</b>	<b>\$ 30,368</b>	<b>31.7%</b>
<b>External Relations</b>					
Service Provider Fees		\$ 24,703	\$ 23,498	(1,206)	-5.1%
Catering/Meetings		1,852	5,875	4,023	68.5%
Software/Publications/Dues		554	6,381	5,827	91.3%
Supplies/Misc.		421	675	254	37.6%

	<b>YTD Actual</b>	<b>Budget to Date</b>	<b>YTD</b>	<b>%</b>
	<b>Thru 09/30/2023</b>	<b>Thru 09/30/2023</b>	<b>Variance</b>	<b>Variance</b>
Advertising/ Awards/Prizes	200	4,438	4,238	95.5%
Thank/Honor/Remember	107	1,950	1,843	94.5%
Travel/Lodging	61	750	689	91.9%
Postage	-	2,375	2,375	100.0%
Printing/Copying	-	5,250	5,250	100.0%
Staff Development	-	1,123	1,123	100.0%
	<b>\$ 27,898</b>	<b>\$ 52,313</b>	<b>\$ 24,415</b>	<b>46.7%</b>
<b>Administration</b>				
Professional Fees	\$ 30,173	\$ 27,345	\$ (2,828)	-10.3%
Catering/Meetings	26,829	18,999	(7,830)	-41%
Travel & Lodging	21,420	21,480	60	0.3%
Serv. Prov. Fees/Publications/Taxes	10,382	13,513	3,131	23.2%
Supplies/Postage/Recruiting	8,332	6,965	(1,367)	-19.6%
Insurance	7,355	7,226	(129)	-1.8%
Occupancy	6,989	8,595	1,606	18.7%
Scholarship Management	4,997	7,930	2,933	37.0%
Software & Support	4,042	3,018	(1,024)	-33.9%
Printing/Copying/Graphics	4,032	4,288	256	6.0%
Staff Development & Continue Ed	1,787	1,740	(47)	-2.7%
	<b>\$ 126,338</b>	<b>\$ 121,097</b>	<b>\$ (5,241)</b>	<b>-4.3%</b>
<b>TOTAL OPERATIONAL EXPENSES</b>	<b>\$ 693,126</b>	<b>\$ 753,907</b>	<b>\$ 60,781</b>	<b>8.1%</b>
<b>NET INCOME BEFORE COLLEGE EXPENSES</b>	<b>\$ 144,158</b>	<b>\$ 99,077</b>	<b>\$ 45,081</b>	<b>45.5%</b>
<b>COLLEGE PROGRAM EXPENSES</b>				
College Foundation Funds Allocation	\$ 36,967	\$ 41,188	\$ 4,220	10.2%
College Campus Priorities	19,103	24,775	5,672	22.9%
College & Community Relations	8,403	5,750	(2,653)	-46.1%
	<b>\$ 64,474</b>	<b>\$ 71,713</b>	<b>\$ 7,239</b>	<b>10.1%</b>
<b>NET INCOME (EXPENSE)</b>	<b>\$ 79,685</b>	<b>\$ 27,365</b>	<b>\$ 52,320</b>	<b>191%</b>



**Clark College Foundation**  
**OPERATIONAL BUDGET COMPARISON**  
**For the Three Months Ending: September 30, 2023**

**Explanation of Variances**

- A** Represents funds distributed from endowment investments for the 2023/2024 operational budget.
- B** The budget anticipated \$50,000 in gift fee revenue. To date, \$25,000 has been recorded. Finalization of gifts in progress will significantly increase this balance.
- \* Expenses to date are inline with planned budget. Small variances exist which represent timing of activities or differences in actual versus planned expenses.

General item: The operational budget includes only expenditures from unrestricted funds. This includes foundation operations and board approved college expenditures utilizing unrestricted funds.