



Clark College

Board of Trustees Regular Meeting Packet

Wednesday, February 22, at 5:00 pm

[Zoom Meeting Link](#)

Meeting ID: 815 3905 1165

Passcode: 734503

Dial in: 1 (253) 215 8782

Physical Location:

Gaiser Hall, Room 213

Board of Trustee Regular Meeting Packet, February 22, 2023, at 5:00 pm

- I. Call to Order/Agenda Review – Chair Speer
- II. Action Items/Consent Agenda – Chair Speer
 - a. January 25, 2023 – Board Work Session Minutes
 - b. January 25, 2023 – Board Meeting Minutes
 - c. HERDI Advisory Board Acknowledgment
- III. Constituent Reports
 - a. ASCC – Casey Figone
 - b. WPEA – Joey Hicklin
 - c. AHE – Suzanne Southerland
No Report Submitted
 - d. Foundation – Calen Ouellette
- IV. Bachelor of Science in Computer Science (BSCS)
Presented by Izad Khormaei, Professor of Engineering
- V. Reports from Board Members – Chair Speer
- VI. President’s Report – Dr. Karin Edwards
- VII. Public Comment – Chair Speer
Public comment will be limited to two minutes each.
- VIII. Next Meeting
The next Executive Session and Special Meeting of the Board of Trustees is scheduled for Monday, February 27, at 2:00 pm. The next work session of the Board of Trustees is currently scheduled for Wednesday, March 8, at 3:30 pm, followed by the regular meeting at 5:00 pm.
- IX. Executive Session
An Executive Session may be held for any allowable topic under the Open Public Meetings Act.
- X. Adjournment – Chair Speer

Clark College

Board of Trustees Work Session Minutes

Wednesday, January 25, 2023

GHL 213 and Zoom

In Attendance

Paul Speer, Chair

Denise Gideon, Trustee

Jeanne Bennett, Trustee

Absent

Rekah Strong, Trustee

Cristhian Canseco Juarez, Vice Chair

Administrators

Dr. Karin Edwards, President

Dr. Michele Cruse, Vice President of Student Affairs

Jim Wilkins-Luton, Interim Vice President of Instruction

Sabra Sand, Interim Vice President of Operations

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

Brad Avakian, Vice President of Human Resources

Das Gupta, Interim Chief Information Officer

Calen Ouellette, CEO, Clark College Foundation

Others

Shelley Williams, Assistant Attorney General

Brooke Pillsbury, Senior Executive to the President

Julie Taylor, Executive Assistant

Brandon Johnson, Information Technology

Foster Nostrand, Network Manager (Interim)

Mike Silva, Client Services Manager (Interim)

Alberto Clara Urbina, IT Security - Journey (Interim)

Aleksandr Anisimov, IT System Administration

Eriko Otsuka, Senior Manager of Applications Services

I. Call to Order/Agenda Review

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

II. Clark College Information Technology (IT) Overview

Presented by Das Gupta, Interim Vice President of IT, and IT team members

Alberto Clara Urbino provided an overview of cyber security at Clark, including the cyber security dangers we encounter and how the team keeps our network secure: antivirus, phishing blocks, identity management, and network access controls. Urbino shared that IT is working closely with Human Resources on cyber security training for all staff and faculty.

Mike Silva provided a comprehensive overview of the following IT support focuses - Student Support (TechHUB), Computer Labs, Employee Support, IT Projects, and Media Support.

Eriko Otsuko provided an overview of application development, including developing services and automated processes. Examples included ctcLink Data Download, Data Warehouse (to support the Assessment and Institutional Research (AIR) team, and Reporting Services. Solution developments, including COVID Health Screening and Reporting, Student Employment System, and Attendance Tracking System. Process automation, including automated notifications to community and third-party software data file uploads to various systems.

Foster Nostrand provided an overview of the Network and Infrastructure, including team functions - maintenance of servers, switches, network and telephone systems, and connectivity. Nostrand also shared an update on projects and progress, including transitioning to Zoom cloud-based phones, OKTA (third-party authentication for single sign-on), network and user security, and the development of a cloud infrastructure roadmap.

Aleksandr Anisimov provided a technical overview of Canvas, courses, course sections, users, and individual enrollments (faculty and staff). Anisimov highlighted advancements as of Spring 2022, including single sign-on and clean-up to user accounts through testing. In Fall 2022, all canvas users transitioned to Canvas using OKTA and ctcLink. As a result, Anisimov shared that transitioning to single sign-on has made the most substantial improvement for the Canvas team and students because authentication is more stable and fewer password resets are needed. Finally, Anisimov shared the over 25 Learning Tools Interoperability (LTI) subscriptions that are integrated with canvas.

Board of Trustees Feedback

Trustee Bennett shared how fortunate the college is to have the team doing the work with their important skills and abilities.

Trustee Gideon requested a follow-up from the group on how the conversion to Zoom phones may impact interpreter services, if applicable. Trustee Gideon also acknowledged that there were many courses in Canvas and led a discussion regarding IT's seven-year retention plan.

Chair Speer acknowledged the presentation and followed up with questions to the group regarding cyber security and how we have partnered with regional community colleges for resource support, equity goals and the impact on IT and expanding access to Rave Alerts for CCE students.

III. Enrollment Update

Presented by Dr. Michele Cruse, Vice President of Student Affairs, and Sabra Sand, Vice President of Operations

Dr. Michele Cruse provided a comprehensive overview of student enrollment at Clark, as well as data regarding the applicant funnel, conversion from accepted students to registered students, and student persistence from term to term.

Sabra Sand provided an overview of the annualized full-time enrollment (FTE) and the overall impact on the year-over-year budget.

Following the enrollment and budget presentation, Dr. Cruse, Sand, and the Trustees discussed strategies to understand student enrollment and the yield rate, student placement and onboarding, and strategies and opportunities to better understand how to support students to enrollment and program persistence. The group also discussed the changing student demographic and how to support diverse student groups.

IV. Public Comment

No public comment.

V. Adjournment

Chair Speer adjourned the work session at 4:57 pm.

Clark College

Board of Trustees Regular Meeting Minutes

Wednesday, January 25, 2023

GHL 213 and Zoom

In Attendance

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Absent

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Dr. Karin Edwards, President

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

Calen Ouellette, CEO, Clark College Foundation

Brad Avakian, Vice President of Human Resources

Das Gupta, Interim Chief Information Officer

Other

Shelley Williams, Assistant Attorney General

Brooke Pillsbury, Senior Executive

Julie Taylor, Executive Assistant

Brandon Johnson, IT

Donna Larson, Interim Associate Vice President of Instruction

Megan Anderson, Veterans Center of Excellence Advisor

Casey Figone, ASCC

Joey Hicklin, WPEA Co-Chair

Suzanne Southerland, CCAHE

Karen R., Interpreter

Shivani Saunders, Interpreter

Tiffany Elkington, CART

I. Call to Order/Agenda Review

Chair Speer called the Regular Meeting to order at 5:01 pm.

II. Action Items/Consent Agenda

1. December 5, 2022, Special Meeting Minutes
2. December 7, 2022, Board Work Session Minutes
3. December 7, 2022, Board Meeting Minutes
4. 2023-2025 Academic Calendar

MOTION: Trustee Gideon motioned to approve all items on the Consent Agenda. Trustee Bennett seconded the motion. Motion passed unanimously.

III. Constituent Reports

ASCC

Casey Figone, ASCC President, shared that ASCC has chartered 12 clubs, and the team is working to charter an additional seven clubs. ASCC filled seven committee slots in 2023, hired two new students for student government, joined Winter term Welcome Week, and facilitated an Involvement Fair and Quarterly Social. Figone shared that he looks forward to Pizza with the President in February.

Figone also participated in the Legislative Breakfast and the State of the College Address in January.

Following Figone's report, Chair Speer thanked him for his contribution to the Legislative Breakfast, along with alum Maddie Hennerty. Chair Speer also shared that Figone's presentation was equally well done at the State of the College, along with Imani O'Neill. Chair Speer thanked Figone for his service to the college and peer students.

WPEA

Joey Hicklin, Co-Chair, presented on behalf of WPEA. Topics included the inclement weather closure in January and thorough messaging regarding the closure and pay. Hicklin thanked the college administration for navigating the inclement weather event and the progress made in the process.

Hicklin also shared the updated overtime exempt laws, effective January 1, and the impact on classified employees. Hicklin advised that WPEA raised concern in 2022.

However, the college invited impacted employees to provide information and training, and WPEA shared gratitude for how the college administration handled the transition.

Finally, Hicklin addressed concerns with leadership transitions, interim roles in Director, Dean, and Leadership, and how they may lead to instability.

CCAHE

Suzanne Southerland reported concerns about leadership transition data. Southerland acknowledged that transitions are impacting the state and nation. However, Southerland shared concern for the direct impact on the employees and students at Clark. She congratulated Transitional Studies for their work supporting the increase of refugee students and shared that AHE negotiations have started. AHE looks forward to collaborative negotiations, administratively led by Brad Avakian and Gerald Gabbard.

CCAHE is co-sponsoring the Riverside Equity Conference in April at Clark. They are also participating in lobby days on January 26 and February 20, with support from college and union presidents. CCAHE is focused on COLA, and salary increases fully funded by the state.

Clark College Foundation

CEO Calen Ouellette shared gratitude for Dr. Edwards for the State of the College Address and the Foundation and Legislative acknowledgment during the address. Clark College Foundation is celebrating 50 years in 2023, with a solid base to build from as Foundation moves forward.

Ouellette shared the Foundation's focus on data collection, including those supporting Clark through volunteerism and fiscal support, and is looking to connect more with those that pass through Penguin Nation for advocacy, ambassadorship, and community connection. The Foundation is also focused on aligning the college and Foundation and maximizing the impact on the college and the partnership.

Chair Speer Feedback: Constituent Reports

Chair Speer provided these additional comments at the completion of constituent reports:

The Board appreciates constituent reports as context for our work. These reports provide a way to better understand each area's successes, challenges, and opportunities in service to Clark's students.

In that spirit, because of the way the text is recorded in the update section of the packet, and some of the comments made tonight, I do want to make a few comments as well:

It is not appropriate for the board or the college to publicly comment on any, respectfully private, individual HR decision. Human Resources is also an operational matter of the college, not a board duty. That said as it relates to speculation and calls for investigations into Executive Cabinet turnover:

- Part of the role of the President is to consider the short and long term needs of the college, and each cabinet member's personal and professional goals, in making staffing decisions. The board is regularly advised and has complete confidence in President Edwards' ability to thoughtfully work through these decisions.
- The Board also appreciates that with staffing changes Dr. Edwards is being both strategic, and that she recognizes in the short term that leadership changes can be unsettling and may cause additional work during those transitions. She publicly acknowledged this at the State of the College event last week and places a high priority on having a strong leadership team.

What we know is that increased turnover in community colleges is a national phenomenon – not just a Clark challenge. A recent *Inside Higher Ed* article reported that between early 2020 and mid 2022 institutions had lost 13 percent of their employees nationally - now a year later those numbers are likely even higher. Causes include what we all know - work/life balance, family decisions, health issues, planned retirements, and higher compensation levels in four-year universities and private industry – plus it is simply a really hard time right now. This is taking place at all levels, including executive ranks, and is especially pronounced in high demand career categories. We all see this.

The board appreciates that in support of equitable student experience and community the draft strategic plan prominently highlights employee engagement, empowerment, excellence, institutional effectiveness and equity. Achieving these requires collaboration at and between all levels and strong leadership. It also requires a culture of trusting, caring, and appreciating each other as each part of the team does their work. The language in the college's draft strategic plan is aspirational, setting a high bar for us all. Even as we consider the updates we provide each other at board meetings we all have an opportunity to role model the organization we can be proud of and want to be a part of.

IV. Clark College Veterans Center of Excellence

Presented by Megan Anderson, Veterans Center of Excellence Advisor

Megan Anderson provided a comprehensive overview of the Veterans Center of Excellence (VCOE) team, the office and what's offered to students in the administrative

space, whom the Center serves, and how many students are currently supported through funding, textbooks and grants, and specific funding to support Anderson as an advisor.

Anderson also highlighted recent events, including Veterans Suicide Awareness Month (flag display on campus – 22 flags per day representing the 22 veterans who lose their lives to suicide each day), Vancouver Veterans Day Parade, Clark County Veterans Assistance Center Stand Down event, and Clark Military Appreciation Committee (CMAC) (semi-monthly).

Board of Trustees Questions and Discussion:

Trustee Bennett shared gratitude for the report, enlightening VCOE overview, and excitement for the good work. Bennett inquired about how the VCOE recruits enrolled students into the program and resources. Anderson shared that the team works across campus to spread the word through collaboration, participation in events, and working cross-departmentally to learn about students receiving veterans' benefits.

Trustee Gideon – Thanked Anderson for the presentation and for the work the team is doing to support veterans. As a fellow veteran, the VCOE specifically resonates with Gideon.

Chair Speer shared Clark's long tradition of supporting veterans in the community and his appreciation for the work the team is doing. Speer inquired about access to the Veterans Center at the college vs Vancouver. For example, if a veteran isn't taking classes or is an alum, can they continue to use the location as a place for community? Anderson shared that the VCOE has not specifically encountered this situation, but they do have a great relationship with Vancouver to share information. Anderson clarified that if there's a way the VCOE can help, they work to do that. The current VCOE team are veterans and are committed to sharing knowledge, resources, and support because they relate to the experience.

V. Reports from the Board Members

Trustee Bennett – Bennett shared that it has been a busy month. She is excited to participate in the Foundation Executive Committee meeting and appreciates Calen's service since joining the Foundation. Bennett has also learned more about the Foundation staff, and shared a shout-out to the Foundation Board of Directors. This month, she also participated in the Legislative Breakfast and met with Chair Speer and Dr. Edwards to discuss legislative priorities and strategies. Bennett attended the MLK Breakfast with Dr. Edwards and celebrated the important work the community is doing regarding equity and inclusion.

Trustee Gideon – Gideon shared that she attended the Trustee of Color committee, which was enlightening and reminded her how active and progressive Clark is with the drafted Strategic Plan and diversity, equity, and inclusion.

Chair Speer – Speer shared the work during this legislative season to provide unified messaging across community colleges for a greater impact. Priorities include compensation, DEI and advancing the work, and workforce development. Spoken or communicated with our legislative representatives across districts. Speer participated in the opening meeting for the college's financial audit and shared meetings between BOD, BOT, and leadership. He was also on campus for the MLK celebration and Buffalo Soldiers film viewing at Clark and acknowledged the great job Dr. Edwards did on the State of the College Address. Speer also shared a personal highlight from the month of having dinner with Leilani Towner and their mother at the Transforming Lives dinner in Olympia with Dr. Edwards and Vice Chair Canseco Juarez.

VI. President's Report

Presented by Dr. Karin Edwards

Dr. Edwards highlighted her engagement in the following:

- Welcomed Cowlitz Indian Tribe leadership to campus for a meeting, tour, and lunch.
- LSW Architects Principals meeting, discussing STEM, Gaiser Hall, and Facilities planning – LSW shared their continued support of Clark College.
- Matt Morton, Community Foundation CEO – discussing alignment between the college and community.
- MLK Celebration
- College Spark Washington Board Meeting
- Council for the Homeless – discussing the use of education as a tool to break the cycle of homelessness.
- Boschma Farms – scheduled to break ground in Summer 2023.
- Legislative Breakfast
- State of the College
- WAACT Olympia Legislative Visit
- WACTC Meeting
- Final stages of the Vice President of Information Technology interviewing

Dr. Edwards concluded her President's Report by acknowledging the leadership openings, the impact of transitions across the nation, and the importance of ensuring that the appropriate individuals were in leadership positions to meet the college's priorities moving forward.

VII. Public Comment

Beverly Brosius
Robert Westin

VIII. Executive Session

There was no Executive Session held.

IX. Next Meeting

The Board of Trustees is currently scheduled for a Work Session and Regular Meeting on February 22, 2023, starting at 3:30 pm.

X. Adjournment

The meeting adjourned at 6:15 pm.

President Edwards has advised the Board of Trustees that she has been invited to join the Advisory Board of the Higher Education Research and Development Institute (HERDI). *“HERDI was established to provide a forum for meaningful dialogue between business leaders and presidents and chancellors of key community colleges across the country. HERDI provides clients with three hour focus groups.”*
<https://www.herdi.org/about>

President Edwards’ participation on the Advisory board will provide the opportunity to positively influence the equity, quality, and breadth of products and services available to community colleges across the country in order to better serve students. Participation will also provide the opportunity to further her professional network.

HERDI’s practice is to provide meals, lodging, and a stipend to members of their Advisory Board. In order to operate within state law and her contract, and to remove any actual or perceived conflicts of interest, President Edwards has further advised the board that she will:

- Direct that any stipend HERDI may provide to members of the Board of Advisors be sent directly to the Clark College Foundation.
- Participate on HERDI’s advisory board using personal time.
- Accept allowable reimbursement of reasonable expenses for travel, meals, and lodging.
- Take necessary steps to recuse herself from reviewing, awarding, or administering contracts involving HERDI’s clients as bidders.

The Board appreciates President Edwards’ transparency and integrity in this matter, and support her participation on the HERDI Advisory Board.

Signed:

Date:

Paul Speer, Chair Clark College BOT

Dr. Karin Edwards, President Clark College



Clark College ASCC Board of Trustees Report

February 2023

Presented by ASCC President Casey Figone

Student Involvement & Campus Climate

- Twelve (12) clubs currently chartered: Alliance of Counseling Education Students, Authors Association Club, Cinema Club, Computer Science Club, International Club, Japanese Club, Justice Impacted Club, Korean Club, Megatronics Club, Spanish Club, Tabletop Gaming Club, and Veterans of America Club.
- The ASCC is working to orient and charter three (3) additional groups to include American Sign Language Club, Campus Crusade for Christ Club, and the Health Information Management Club. ASCC Club Coordinator Alan Dunn is working to charter these clubs.
- ASCC Finance Director received 34 Services & Activities Fee Budget Requests for the 2023-2024 fiscal year. Requests totaled \$2,325,158. Budget presentations will take place and then an initial allocation will be made by the end of the quarter.
- Vice President David Goebel has placed 7 (seven) student committee representatives in the 2023 year.
- The ASCC has hired two new student officers: Alan Dunn is the ASCC Club Coordinator and Emma Sturm is the new ASCC Student Relations and Promotions Coordinator. We have received two more applications for the remaining role of ASCC Civics & Sustainability Director.

Clark College Student Resource Access

- ASCC Student Government has collaborated with the Activities Programming Board to post upcoming events on ASCC Instagram, Facebook, and TikTok. In the same order, our following count is seven hundred and seventy-five (775), one thousand and four hundred (1,400), and nine (9).

State-Wide Initiatives

- ASCC Vice president David Goebel has attended the weekly Washington Community and Technical College Legislative meetings.

WPEA/UFCW Local 365, Clark College Unit

Board Report for February 2023

MEETINGS

WPEA Steward meeting on Mondays 11:30 AM

COMMUNICATION

Current contact for campus stewards:

Co-Steward Leaders

Courtney Braddock 360-992-2196

Joey Hicklin 360-992-2012

Communications Officer

David Sims 360-992-2132

Representational Stewards

Angela Dawson 360-992-2515

Becky Lindsay 360-992-2575

Member Leaders

Jenny Shadley 360-992-2051

WPEA Classified Staff Updates:

- TBD



Financial Dashboard as of December 31, 2022

Contributions/Donations Received

1973 - Present

	Year to Date	6/30/2022	6/30/2021	6/30/2020	Life to date
Unrestricted	\$ 306,286	\$ 986,602	\$ 430,886	\$ 578,482	
Temp. Restricted	627,518	1,138,094	1,378,934	1,967,355	
Perm. Restricted	527,640	2,576,066	1,264,358	829,171	
Total	\$ 1,461,444	\$ 4,700,762	\$ 3,074,178	\$ 3,375,008	\$ 112,908,156

Year to date	6/30/2022	6/30/2021	6/30/2020	1973 - Present
Unrestricted Temp Restricted	Unrestricted Temp Restricted	Unrestricted Temp Restricted	Unrestricted Temp Restricted	Life to date

College Support Expended

Program	\$ 117,489	\$ 460,131	\$ 1,087,791	\$ 1,573,765	\$ 838,124	\$ 1,580,191	\$ 976,128	\$ 1,560,587	\$ 46,539,755
Student financial assistance & admin supp.	5,782	772,601	5,932	1,118,349	8,503	1,222,508	17,789	1,236,826	16,590,041
Capital projects-NC/STEM/Dent. Hyg./Oth.	-	-	-	-	-	-	1,625,936	-	15,612,790
Boschma Farms land acquisition	-	-	-	-	-	-	-	-	4,306,786
Total	\$ 123,272	\$ 1,232,732	\$ 1,093,723	\$ 2,692,114	\$ 846,627	\$ 2,802,699	\$ 2,619,852	\$ 2,797,413	\$ 83,049,372

Student financial assistance

	YTD	FY 22	FY 21	FY 20	FY 19
Number of students receiving awards	507	550	611	575	561
Clark College Students (Fall excl. Running Start)	5,537	5,983	6,220	9,430	10,461

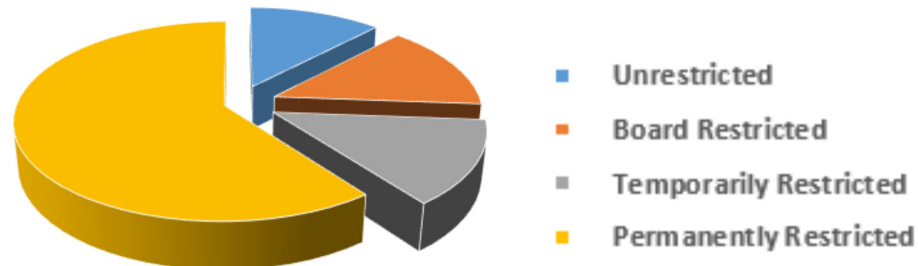
Cost of tuition (2022-2023).
12 credits for 3 qtrs. = \$4,062.

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

Net Assets by Type

Unrestricted	\$ 13,547,910
Board Restricted	15,639,620
Temporarily Restricted	15,091,510
Permanently Restricted	67,205,542
Net Assets	\$ 111,484,582

Net Assets by Type



Unrestricted Net Assets	Year to date	6/30/2022	6/30/2021	6/30/2020	6/30/2019
Assets					
Cash	\$ 5,421	\$ 169,678	\$ 157,507	\$ 318,496	\$ 81,765
Investments	3,451,067	6,237,164	7,731,091	6,896,319	6,120,908
Receivables	168,574	178,201	217,868	231,966	265,344
Prepays/Deposits/Other Assets	261,196	241,305	288,315	346,982	312,012
Land/building/equipment	10,382,900	10,364,804	10,319,160	11,471,498	12,821,759
Liabilities					
A/P/Other Liabilities	(721,248)	(1,035,748)	(896,757)	(2,829,085)	(1,086,594)
Note Payable	-	-	(338,997)	(339,700)	-
	<u>\$ 13,547,910</u>	<u>\$ 16,155,404</u>	<u>\$ 17,478,187</u>	<u>\$ 16,096,476</u>	<u>\$ 18,515,194</u>

Projected - Liquid Unrestricted Net Assets Available

6/30/2023	198,000
6/30/2024	163,000
6/30/2025	128,000
6/30/2026	103,000
6/30/2027	78,000

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

Investment Pool Returns (Losses)



Endowment

Distribution Details	FY 23	FY 22	FY 21	FY 20	FY 19
College Program	\$ 1,644,434	\$ 1,409,123	\$ 1,364,992	\$ 1,100,044	\$ 1,522,786
Unrestricted	2,660,664	2,462,113	2,421,451	2,275,514	1,884,177
College Program Reserves	165,992	73,002	95,217	99,247	221,260
	<u>\$ 4,471,090</u>	<u>\$ 3,944,238</u>	<u>\$ 3,881,660</u>	<u>\$ 3,474,805</u>	<u>\$ 3,628,223</u>

BALANCE SHEET

(STATEMENT OF FINANCIAL POSITION)

For the Period Ended:

		<u>December 31, 2022</u>	<u>December 31, 2021</u>
ASSETS			
Cash	A	\$ 5,421	\$ 277,864
Investments	B	96,006,050	108,057,453
Assets Held in Trust	C	1,854,300	2,826,324
Receivables	D	4,776,316	5,888,978
Other Assets		261,196	391,752
Fixed Assets		10,632,900	10,313,940
TOTAL ASSETS		<u>\$ 113,536,183</u>	<u>\$ 127,756,312</u>
LIABILITIES & FUND BALANCES			
LIABILITIES			
Current Liabilities	A	\$ 687,304	\$ 770,947
Liabilities-Assets Held in Trust	C	1,364,297	1,815,285
Notes Payable	E	-	338,997
TOTAL LIABILITIES		<u>\$ 2,051,601</u>	<u>\$ 2,925,229</u>
NET ASSETS			
Unrestricted Fund Balance	F	\$ 29,187,530	\$ 30,973,620
Temporarily Restricted Fund Balance	F	15,091,510	17,465,373
Permanently Restricted Fund Balance	F	67,205,542	76,392,089
NET ASSETS		<u>\$ 111,484,582</u>	<u>\$ 124,831,082</u>
TOTAL LIAB & FUND BALANCES		<u>\$ 113,536,183</u>	<u>\$ 127,756,312</u>

BALANCE SHEET

(STATEMENT OF FINANCIAL POSITION)

For the Period Ended: December 31, 2022

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 a 4.8% gain for the previous 3 months and a 10.0% loss for the previous 12 months.
- C Decrease in Assets Held in Trust due to change in market value of trust investments and the termination of 2 trusts upon passing of a beneficiary. The remaining trust value was transferred to the investment pool to establish a donor directed endowment.
- D Reduction in receivables primarily due to pledge payments of \$708,000 and reduction in trust receivable of \$487,000.
- E In February 2021 a PPP loan of \$338,997 was received for qualified expenditures. The board approved foundation staff to seek forgiveness for this loan which was finalized in February 2022.
- F 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 Six Months Ending December 31, 2022				December 31, 2021
		Unrestricted	Temp Restricted	Perm Restricted	Total	Total
REVENUE (Excluding Investments)						
Cash Donations (Including Scholarships)	A	\$ 303,786	\$ 627,518	\$ 277,640	\$ 1,208,944	\$ 3,872,016
In-Kind Donations	B	2,500	-	250,000	252,500	21,047
Income - Fundraising Activities		-	84,408	-	84,408	52,481
Income - Operations		37,978	-	-	37,978	35,399
Total REVENUE (Excluding Investments)		\$ 344,264	\$ 711,926	\$ 527,640	\$ 1,583,830	\$ 3,980,944
EXPENSES (UNRESTRICTED)						
Wages/Benefits/PR Taxes	C	\$ 1,036,846	\$ -	\$ -	\$ 1,036,846	\$ 985,787
Professional & Service Provider Fees	D	137,137	-	-	137,137	207,135
Occupancy (Utilities & Maint & Repair)	E	136,001	-	-	136,001	13,065
College Capital & Program Support		95,504	-	-	95,504	105,252
Printing/Copying		36,962	-	-	36,962	26,185
Software/Support & Website		34,812	-	-	34,812	25,982
Operating Agreement/In Kind Expense		29,042	-	-	29,042	29,042
Insurance		22,411	-	-	22,411	19,443
College & Community Relations		21,985	-	-	21,985	13,189
Postage		18,195	-	-	18,195	8,951
Catering/Meetings		17,875	-	-	17,875	3,433
Travel/Lodging		12,651	-	-	12,651	1,905
Supplies/Recruit/Misc./Transfers		10,318	-	-	10,318	3,006
Publications/Dues		8,599	-	-	8,599	8,592
Advertising/Awards/Prizes		5,877	-	-	5,877	3,269
Scholarship Management/Support		5,782	-	-	5,782	3,027
Staff Development		5,280	-	-	5,280	2,075
Taxes/Licenses/Registrations		4,191	-	-	4,191	4,334
Thank/Honor/Remember		3,337	-	-	3,337	3,100
Entrance Fees/Green Fees/Rentals		975	-	-	975	700
Transfers		52,890	(26,067)	(26,823)	-	-
Depreciation		13,219	-	-	13,219	12,507
Total EXPENSES (UNRESTRICTED)		\$ 1,709,888	\$ (26,067)	\$ (26,823)	\$ 1,656,998	\$ 1,479,981

For the Six Months Ending December 31, 2022						December 31, 2021
		Unrestricted	Temp Restricted	Perm Restricted	Total	Total
EXPENSES (RESTRICTED)						
Student Financial Assistance	F	\$ -	\$ 772,601	\$ -	\$ 772,601	\$ 696,929
Stipends/Fees/Temp Services	G	-	147,667	-	147,667	190,440
College Capital & Program Support		-	104,625	-	104,625	122,625
Supplies		-	67,894	-	67,894	58,849
Advertising/Awards/Prizes		-	36,270	-	36,270	24,731
Catering/Meetings		-	29,868	-	29,868	10,659
Professional & Service Provider Fees		-	22,815	-	22,815	2,709
Travel/Lodging		-	12,680	-	12,680	2,243
Publications/Dues		-	10,767	-	10,767	9,638
Staff Development	H	-	8,276	-	8,276	47,447
Taxes/Licenses/Registrations		-	6,677	-	6,677	10,729
Thank/Honor/Remember		-	6,209	-	6,209	2,638
Entrance Fees/Green Fees/Rentals	I	-	3,465	-	3,465	34,711
Occupancy (Utilities & Maint & Repair)		-	1,449	-	1,449	1,844
Printing/Copying		-	1,417	-	1,417	442
Postage		-	52	-	52	-
Total EXPENSES (RESTRICTED)		\$ -	\$ 1,232,732	\$ -	\$ 1,232,732	\$ 1,216,634
Total EXPENSES		\$ 1,709,888	\$ 1,206,665	\$ (26,823)	\$ 2,889,730	\$ 2,696,615
NET INCOME (LOSS) Excl Investments		\$ (1,365,624)	\$ (494,739)	\$ 554,463	\$ (1,305,900)	\$ 1,284,328
INVESTMENT INCOME (LOSS)						
Interest/Dividends	J	\$ 230,247	\$ 143,383	\$ 438,299	\$ 811,929	\$ 566,988
Realized Investment Income (Loss)	J	(7,788)	125,017	58,027	175,257	4,701,426
Unrealized Investment Income (Loss)	J	214,038	35,868	1,079,513	1,329,418	(1,143,284)
Change in Value-Split Interests		-	-	5,216	5,216	14,530
Total INVESTMENT INCOME (LOSS)		\$ 436,497	\$ 304,267	\$ 1,581,056	\$ 2,321,820	\$ 4,139,660
NET INCOME (LOSS)		\$ (929,127)	\$ (190,472)	\$ 2,135,518	\$ 1,015,920	\$ 5,423,988

**INCOME STATEMENT
(STATEMENT OF ACTIVITIES)**
For the Six Months Ending December 31, 2022

Explanation of Variances

- A Donations decreased \$2.7 million over the same period last year. In the prior year, a \$2.1 million scholarship gift was received in December 2021. Cultivation efforts are underway with significant gifts being discussed to support the college cybersecurity program and development of Boschma Farms campus.
- B In December 2022, a home was donated to the foundation with proceeds to fund a scholarship endowment. The property is being prepared for sale with a listing expected to occur in February 2023.
- C Increase in Wages/Benefits/PR Taxes due to transition efforts for the new CEO/CAO. The outgoing CAO has remained on staff through the end of the calendar year which has increased wage expense compared to the prior year.
- D Decrease in Professional/Service Provider Fees due to DEI training and CEO search fees in the prior fiscal year. Similar expenses have not occurred in the current year.
- E Increased Occupancy expense in FY 2023 is due to foundation office repairs of \$120,000 to address water leakage into the building.
- F Student Financial Assistance increased \$76,000 as compared to the prior year. The change is due to increased available funding and the number of scholarships awarded.
- G Stipends for college staff fluctuate from year to year based on program needs. In the prior year funds were used primarily for nursing and Veterans Resource center staff.
- H Decrease in Staff Development expenses associated with college certifications for teaching and learning classes (\$33,000) in the prior year.
- I Entrance Fees/Green Fees/Rentals decrease due to chair rentals of \$35,000 for college musical events in the prior year.
- J Investment income reflects year to date cumulative realized and unrealized gains/losses. The investment pool recorded a 4.8% gain for the previous 3 months and a 10.0% loss for the previous 12 months.

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).

OPERATIONAL BUDGET COMPARISON

For the Six Months Ending: December 31, 2022

		<u>YTD Actual</u> <u>Thru 12/31/2022</u>	<u>Budget to Date</u> <u>Thru 12/31/2022</u>	<u>YTD</u> <u>Variance</u>	<u>%</u> <u>Variance</u>
INCOME					
Endowment Distributions (Unrestricted)	A	\$ 1,347,931	\$ 1,347,931	\$ -	0.0%
Unrestricted Fundraising	B	312,522	250,500	62,022	24.8%
		<u>\$ 1,660,453</u>	<u>\$ 1,598,431</u>	<u>\$ 62,022</u>	<u>3.9%</u>
OPERATIONAL EXPENSES					
Salaries, Wages & Benefits		\$ 1,036,846	\$ 1,045,337	\$ 8,491	0.8%
Advancement					
Service Provider Fees		\$ 62,765	\$ 70,310	\$ 7,545	10.7%
Software/Publications/Dues		36,205	34,156	(2,049)	-6.0%
Printing/Copying		29,167	28,115	(1,052)	-3.7%
Postage		18,055	17,634	(422)	-2.4%
Catering/Meetings		10,797	8,825	(1,972)	-22.3%
Travel/Lodging		10,027	12,638	2,611	20.7%
Advertising/ Awards/Prizes		5,877	5,215	(662)	-12.7%
Staff Development		4,851	7,615	2,764	36.3%
Thank/Honor/Remember		2,689	2,325	(364)	-15.7%
Supplies/Misc.		2,218	2,413	195	8.1%
		<u>\$ 182,651</u>	<u>\$ 189,245</u>	<u>\$ 6,594</u>	<u>3.5%</u>
Administration					
Occupancy	C	\$ 133,547	\$ 14,430	\$ (119,117)	-825.5%
Professional Fees		64,808	56,120	(8,689)	-15.5%
Serv. Prov. Fees/Publications/Taxes		17,368	19,948	2,580	12.9%
Insurance		16,022	16,322	300	1.8%
Printing/Copying/Graphics		7,796	8,125	329	4.0%
Scholarship Management		5,782	6,650	868	13.1%
Supplies/Postage/Recruiting		9,113	17,303	8,190	47.3%

		YTD Actual	Budget to Date	YTD	%
		Thru 12/31/2022	Thru 12/31/2022	Variance	Variance
Software & Support		6,047	6,875	828	12.0%
Catering/Meetings		7,078	5,100	(1,978)	-39%
Travel & Lodging		2,623	2,985	362	12.1%
Staff Development & Continue Ed		429	2,325	1,896	81.5%
		\$ 270,613	\$ 156,181	\$ (114,432)	-73.3%
TOTAL OPERATIONAL EXPENSES		\$ 1,490,110	\$ 1,390,762	\$ (99,348)	-7.1%
NET INCOME BEFORE COLLEGE EXPENSES		\$ 170,343	\$ 207,669	\$ (37,326)	-18.0%
COLLEGE PROGRAM EXPENSES					
College Foundation Funds Allocation	D	\$ 54,141	\$ 82,375	\$ 28,234	34.3%
College Campus Priorities		34,104	25,000	(9,104)	-36.4%
College & Community Relations		11,192	15,775	4,583	29.1%
		\$ 99,437	\$ 123,150	\$ 23,713	19.3%
NET INCOME (EXPENSE)		\$ 70,906	\$ 84,519	\$ (13,613)	-16%

OPERATIONAL BUDGET COMPARISON

For the Six Months Ending: December 31, 2022

Explanation of Variances

- A Represents funds distributed from endowment investments for the fiscal year 2023 operational budget.
- B The budget anticipated \$251,000 in unrestricted revenue from fundraising and gift fees. To date, \$313,000 has been recorded. Largest impact was a \$200,000 unrestricted gift from donor advised fund and \$60,000 in gift fee revenue.
- C Occupancy expense over budget due to foundation office repairs of \$120,000 to address water leakage into the building. Project was approved in the prior year but scheduling issues required the work to be delayed into the current year.
- D College associated funds are lower than budgeted but expected to significantly increase as the year progresses.

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

Clark College - Budget Status Report January 31, 2023

Sources of Funds (Revenues)	2022-23 Budget	Revenues to Date	Difference	% Budget Received
<u>Operating Accounts</u>				
State Allocation	45,124,742	17,895,533	(27,229,209)	39.7%
Tuition & ABE/Cares lost revenue	16,602,097	13,897,798	(2,704,299)	83.7%
Running Start /Cares lost revenue	11,938,860	6,702,483	(5,236,377)	56.1%
Planned use of prior fund balance	4,206,641	-	(4,206,641)	0.0%
Dedicated, matriculation, tech, cont ed	4,142,656	3,682,755	(459,901)	88.9%
Total Operating Accounts	82,014,996	42,178,569	(39,836,427)	51.4%
<u>Other Accounts</u>				
Grants	3,593,336	1,522,248	(2,071,088)	42.4%
Contracts	750,288	1,101,591	351,303	146.8%
Internal Support & Agency Funds	557,407	759,994	202,587	136.3%
ASCC	2,096,235	1,100,108	(996,127)	52.5%
Bookstore	2,840,911	1,439,811	(1,401,100)	50.7%
Parking	477,524	233,832	(243,692)	49.0%
Auxilliary Services	2,881,891	1,390,760	(1,491,131)	48.3%
Financial Aid	20,180,780	11,074,824	(9,105,956)	54.9%
Total Other Accounts	33,378,372	18,623,169	(14,755,203)	55.8%
Total Sources of Funds	115,393,368	60,801,738	(54,591,630)	52.7%

Uses of Funds (Expenses)	2022-23 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
<u>Operating Accounts</u>				
President	1,026,256	418,636	607,620	40.8%
Vice President of Diversity, Equity & Inclusion	862,679	434,377	428,302	50.4%
Vice President of Instruction	52,169,051	25,447,848	26,721,203	48.8%
Executive VP of Operations	10,797,463	6,371,235	4,426,228	59.0%
Vice President of Student Affairs	10,109,963	5,580,261	4,529,702	55.2%
Chief Information Officer	5,198,886	2,495,982	2,702,904	48.0%
Vice President of Human Resources and Compliance	1,850,698	1,176,384	674,314	63.6%
Bank/CC Fees	-	94,237	(94,237)	0.0%
Total Operating Accounts	82,014,996	42,018,960	39,996,036	51.2%
<u>Other Accounts</u>				
Grants	3,593,336	1,460,013	2,133,323	40.6%
Contracts less Running Start	750,288	1,651,174	(900,886)	220.1%
Internal Support & Agency Funds	557,407	766,128	(208,721)	137.4%
ASCC	2,096,235	1,049,016	1,047,219	50.0%
Bookstore	2,840,911	1,645,068	1,195,843	57.9%
Parking	477,524	251,241	226,283	52.6%
Auxilliary Services	2,881,891	1,483,950	1,397,941	51.5%
Financial Aid	20,180,780	11,546,360	8,634,420	57.2%
Total Other Accounts	33,378,372	19,852,951	13,525,421	59.5%
Total Uses of Funds	115,393,368	61,871,910	53,521,458	53.6%
Difference - Excess (Deficiency)	-	(1,070,172)		

c. Dr. Karin Edwards, Sabra Sand, Vanessa Neal, Nicole Rogers-Marcum, Julie Taylor
e. Michele Cruse, Das Gupta, Brad Avakian, Jim Wilkins-Luton, Heather Adams, Brooke Pillsbury
Linda Tuve 2/13/23



Clark College

Bachelor of Science in Computer Science

*Board of Trustees Meeting
February 22, 2023*

Izad Khormaei
BSCS Planning Team

2021 Enabling Legislation

The Washington State Legislature passed SSB 5401 in 2021 authorizing community and technical colleges to offer Bachelors of Science in Computer Science degree programs. In the legislation's findings, the Legislature noted that Washington "imported four times as many computer science graduates than it produced in state." They noted that there were 24,000 job openings in the technology sector in the state, and only 1,883 computer science degree completions (in 2018-19), and very few of those degrees were awarded to African American, Hispanic, and native American students. The legislative findings concluded by noting, "the legislature finds that we need to expand access to the high-demand field of computer science, especially to students of color."

Program Format

3

- ▶ Develop 2 + 2 Bachelor of Science in Computer Science Degree
 - ▶ Associate Degree – Computer Science (Year 1 + Year 2)
“all courses are currently being taught at Clark College – no new courses”
 - ▶ Bachelor of Science in Computer Science (Year 3 + Year 4)
“core Computer Science courses plus project-based and specialty certifications courses”

Guiding Principles

- ▶ Quality, efficient and high value education
- ▶ Emphasize outreach and support for historically underrepresented students
- ▶ Education plan for every student
- ▶ Flexible modality: hybrid/remote
- ▶ Focus on project/design versus theoretical/traditional academic requirements
- ▶ Early links with industry to support project-based learning
- ▶ Specialization based on industry needs starting with Year 3
- ▶ Eliminate issues/risks associated with student transfers

Local Employer Needs and Supply of Graduates

5

- ▶ Annually, 1,507* openings for BSCS graduates locally - “expected growth of 19% over the next decade”
- ▶ On average, 53 students graduate with BSCS degrees locally
- ▶ Clark College enrollment forecast for BSCS program:

2024-25	2025-26	2026-27	2027-28
20	40	60	80

- ▶ Even with the forecasted numbers of BSCS graduates at Clark College, less than 10% of employer needs will be met

* Source: EMSI

Employers

6

- ▶ Local Clark College Service Area
HP, Logitech, WaferTech, SEH America, Sigma Design, Silicon Forest, Skyetel, Polaris, ZoomInfo, BPA, nLIGHT, Applied Motion Systems, Columbia Machines, Clark PU, Hospitals/Healthcare Centers...
- ▶ Expanded Portland/Vancouver Service Area
Intel, Boeing, Siemens EDA, Genentech, Nike, Tektronix, Johnson Controls, Adidas, Home Depot, Fred Meyers, Verizon, AutoDesk, Amazon, Microsoft, Ontario Systems, PUD, Pacific Corp, PGE, US Bank, ...

Advisory Board

7

Representatives from the following organizations have tentatively agreed to serve on the BSCS Advisory Board:

- ▶ HP Inc.
- ▶ Integrated Computer Solutions, Inc.
- ▶ ForgeRock
- ▶ Amazon
- ▶ Skyetel
- ▶ Intel
- ▶ Meta
- ▶ Zoom Info

Student Interest

8

- ▶ Students
429 students currently have AST2-Computer Science education plans
- ▶ *Feedback “October 2022 Student Survey”*
 - ▶ 48% of students stated “Yes – would be interested in BS CS at Clark College”
 - ▶ 45% of students stated “Maybe - would consider BS CS at Clark College”
 - ▶ 7% of students stated “No – not interested in BS CS at Clark College”
- ▶ Interest
Approximately 390 current students are interested or would consider Clark College’s BSCS, if offered

Planning Team

9

- ▶ Faculty:
Indrajith Rajapaksa, Izad Khormaei, James Teisher, Jing Liu, Joshua Riffle, Mousumi Hazra, Nicholas Macias, Opinderjit Bhella, Scott Koss, Tobias Peterson
- ▶ Institutional Research: Freddie Young
- ▶ Student Services: Mashelle Ostermiller
- ▶ Library & Open Education Resources: Zachary Grant, Kathryn Anastasi
- ▶ Planning is funded by: “Guided Pathways Grant” Rhianna Johnson
- ▶ Thanks to all others who are providing support!

Current Status/Schedule

10

- ▶ First two phases have been completed and presented
 - ▶ Instructional Planning Team (IPT) - October 24, 2022
 - ▶ SBCTC Board - February 2, 2023
- ▶ Program Proposal
 - ▶ Draft for Clark College internal review in April 2023
 - ▶ SBCTC Board review in October 2023 (next meeting)
- ▶ Preparation for first students in Fall 2024 following SBCTC Board review in October 2023

Thanks for your Interest!

Open for questions/feedback

*Please contact ikhormae@clark.edu
if you have questions or suggestions...*