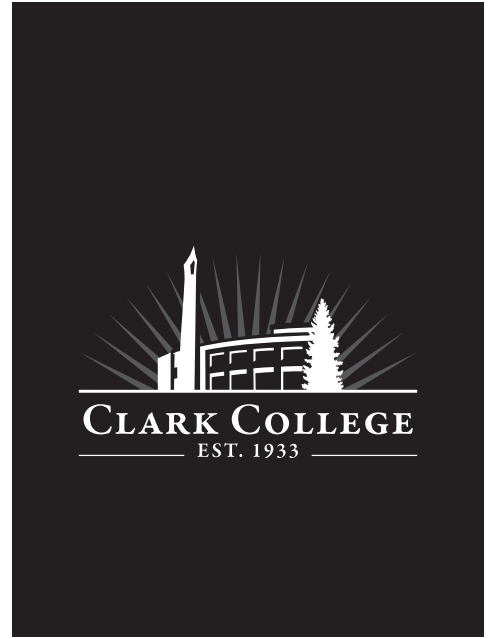


Clark College Board of Trustees



May 24, 2011

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.

Clark College
Board of Trustees Goals
2010-2011

Fiscal Responsibility

- Ensure college budget supports the institution's highest priorities, including serving students first, within the fiscal and regulatory constraints. *Enhance College Systems*

College Climate

- Strengthen the college climate with special emphasis on historically disadvantaged populations encompassing the entire college community. *Enhance College Systems and Foster a Diverse College Community*

Shared Governance

- Oversee the refinement, communication, and implementation of the shared-governance system so that the role administrators, faculty, staff and students each play in the college decision-making process are defined. – *Enhance College Systems*

Diversity

- Monitor the implementation of the Diversity Plan, especially to increase recruitment, retention, and educational resources. – *Foster a Diverse College Community*

Student Achievement

- Enhance student achievement by supporting policy to improve academic support services, including advising, and ensuring a supportive learning environment is present throughout the entire college. – *Focus on Learning*

Responsibility for President

- Conduct quarterly and annual presidential evaluations. – *Enhance College Systems*

Building Partnerships and Representing Constituencies

- Strengthen partnerships with local K-12 institutions and local business and industry, including support in math and science initiatives. – *Focus on Learning and Respond to Workforce Needs*
- Cultivate relationships with community and college stakeholders. – *Respond to Workforce Needs and Enhance College Systems*

Provide Access

- Monitor the college's ability to meet the current and future demand for educational opportunities offered by the college. – *Expand Access*

**Clark College
Board of Trustees Packet
May 24, 2011**

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CLARK COLLEGE BOARD OF TRUSTEES

Tuesday, May 24, 2011

Ellis Dunn Room, GHL 213

AGENDA

All regular meetings of the Board are recorded.

BOARD WORK SESSION, PUB 258C

4:00-5:00 p.m.

- ♦ TACTC/GISS –Mauri Moore & Erin Brown
- ♦ Sabbatical Review
- ♦ Naming Policy

4:00-4:30

4:30-4:40

4:40-4:50

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

No Report

D. Statements and Reports from Board Members

E. President's Report

"The Independent" Journalism Awards

Student Success Presentation: Shellie Johnson

Faculty Presentation: "Reducing Textbook Costs", Sally Tomlinson

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III. ACTION ITEMS

Consent Agenda

- ♦ 2011-2012 Sabbatical Requests
- ♦ Minutes from April 26, 2011 Board Meeting

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IV. FUTURE TOPICS

- ♦ Budget
- ♦ Diversity Operational Plan
- ♦ North Central Site Executive Session
- ♦ Review of College Policies
- ♦ Naming Policy
- ♦ K-12
- ♦ CLE Update

V. DATE AND PLACE OF FUTURE MEETING

The next regular meeting of the Board of Trustees is currently scheduled for Tuesday, June 14, 2011 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.

**PRESIDENT'S BOARD REPORT
MAY 2011**

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.

- Identify, offer, and support teaching and learning strategies that enhance student success.
- Increase the retention and progression of all students, with emphasis on first-generation students.
- Refine and implement continuous improvement planning consistent with the "learning college" model.
- Provide all employees with opportunities for professional development.

Progress

- ❖ A second section of Levels A and B of ENL-ESL was added in spring term as ESL interest in the program has increased due to active recruitment of students. Forty and 37 students respectively are enrolled for spring quarter. These courses have also been added for the summer. (OOI)
- ❖ Through collaboration with the Clark College Foundation, a donor committed to providing \$5,000 for the 2011-2012 New Adjunct Faculty orientations. The funds will be dedicated to support an additional two hours of training, which will emphasize syllabus development and classroom management. (OOI)
- ❖ In collaboration with the Multi-Cultural Student Affairs office, a panel of "Students of Color" discussed their experiences of power and privilege in the Clark learning environment on April 27, 2011. Evaluations of the panel indicate that such opportunities for students to share with faculty their experiences are critical to a healthy college culture. (OOI)
- ❖ Based on information gathered from a student panel held in fall 2010, the Cultural Pluralism Committee has requested that the Deans and Directors mandate that all Clark syllabi include the college's non-discrimination statement. This change represents a strong endorsement of the college's strategic goal related to cultural diversity. (OOI)
- ❖ The final presentation in the 2010-2011 Faculty Speaker Series took place on May 3 with Professor Kathy Bobula offering a lecture on brain research as it relates to bias. Over 100 people attended this event. (OOI)
- ❖ Andrew Apter, Associate Director of Faculty Development, has been working with Michelle Bagley to identify the most effective ways to continue the programs which are so essential to a learning-centered college. (OOI)

FOCUS ON LEARNING

- ❖ In support of the Retention Plan, a college-level learning community consisting of CMST 216—Intercultural Communication and Soc& 101—Introduction to Sociology will be offered in fall 2011. Thanks to Suzanne Southerland (CMST) and Don Ludwig (Soc) for participating in this curriculum development project. (OOI)
- ❖ N.E.R.D. Girls is hosting a seminar series “Alternative Energy” this quarter. The first seminar, Nuclear Power, was held on Monday, April 25, by Bill Wheeler, faculty emeritus. The seminar was attended by about 40 people and was well received. (OOI)
- ❖ The Thermodynamics class took a field trip to the Lower River Road Power Plant on Thursday, April 21. (OOI)
- ❖ Math faculty attended a joint Oregon and Washington math conference in April. Math faculty John Mitchell, Jennifer Ward and Carren Walker gave presentations on effective math learning tools and strategies. (OOI)
- ❖ Dr. Ericha Clare (BMED and HEOC) achieved national Quality Matters recognition for the online course HEOC 100/101—Basic Concepts of Anatomy and Physiology/Basic Concepts of Anatomy and Physiology Lab. (OOI)
- ❖ Kathy Chatfield, eLearning Senior Instructional Designer, completed the Certified Faculty Developer program through Learning Resources Network (LERN), attaining her Certified Faculty Developer designation. (OOI)
- ❖ On April 12, librarians and library staff across the state hosted WA Snapshot Day to demonstrate the integral part libraries play in communities. Clark College library faculty and staff collected stories and pictures to show the impact that the library has on the college. Vancouver Mayor Tim Leavitt and Clark College President Bob Knight took part in the celebration by snapping a few pictures of their own.

The Clark College Libraries (Cannell Library and the iCommons at CTC) welcomed over 1600 students, faculty, staff, and community members throughout the day. The college community borrowed items, asked questions of the reference librarians, and logged onto the library’s computers to access the Internet, conduct research, and use software applications. Patrons sought out space for group and individual study. Library instruction sessions were attended by 153 students in the Library Instruction Lab and the Cannell Room. From the library website, 1,500 virtual branch visitors took advantage of online access to library resources and services. These individuals downloaded more than 1,100 full-text electronic publications from subscription databases.

This is one of the many comments received during the day, “I love the library! It’s one of my favorite places to study, hang out or learn from the amazing library staff. They have been extremely helpful in the past with essay formatting, research help and going above and beyond their job descriptions to help. If the library wasn’t here, my school experience would definitely not have been even half as enjoyable or successful.” (OOI)

FOCUS ON LEARNING

- ❖ Clark College at Town Plaza Center has established a Faculty Inquiry Group that focuses on Math. The group is comprised of Math faculty who gather and visit each other's classrooms to learn and give suggestions for teaching and learning. This group is connected with the Rethinking Pre-College Math Project. (OOI)
- ❖ Advising at Clark College TPC served 864 students in April. Fourteen ESL and ABE Welcome Sessions were held which served 189 potential students. (OOI)
- ❖ The two full-time Health Occupations and Education Program Specialists, in partnership with current Dental Hygiene students, presented an information session on the Clark College Dental Hygiene program to ten (10) students on April 12. Goals of the presentation included increasing students' understanding of the Dental Hygiene program admissions requirements, providing information about student success resources available on campus, and encouraging students to access advising services. (SA)
- ❖ The Service-Learning Program coordinated the Service-Learning Recognition Ceremony on May 5 for students, faculty and community partners engaged in service-learning activities during 2010-2011. Certificates were presented to those involved in the program. (SA)
- ❖ The Service & Leadership in the Community Program, in partnership with the Washington State Park system, led a group of fourteen (14) students on a Weekend Service Expedition on April 22-24. The group dedicated the weekend toward cleaning up the beach at Cape Disappointment along the Long Beach Peninsula as part of a service project in conjunction with Earth Day. (SA)
- ❖ The Service-Learning Program Manager and English Instructor, Sharla Yates, presented at the annual *Continuums of Service* conference on April 28 in San Diego, CA. The presentation highlighted the Service-Learning Faculty Fellows Program at Clark College. Conference attendance was required for and funded by a Learn & Serve America grant issued by Washington Campus Compact. In addition, the Service-Learning Faculty Fellows cohort had their final wrap-up meeting on May 6 to discuss their projects and portfolios, and given the opportunity to complete a program evaluation form for the 2010-2011 academic year. The fellowship year formally ends on June 30, 2011. (SA)
- ❖ Student Affairs staff members attended the Washington State Student Services Commission (WSSSC) Statewide Conference in Wenatchee, WA on April 20-22. Clark presented six (6) of the thirty (30) topics during the conference including sessions on Academic Early Warning (AEW), New Student Orientations, Tobacco Free Campus, Learning Communities, Student Ambassador Program, and Myths of Multi-tasking. (SA)
- ❖ The new Academic Early Warning (AEW) tool was released in April and became the exclusive platform for instructors to issue early alerts to students. In compliance with the College's shift to electronic communication, AEW alerts are being sent to students via email rather than hard

FOCUS ON LEARNING

copy letter as of this term. At this point in the reporting period, faculty participant numbers are strong with many first-time AEW users reporting. Over one thousand AEW student emails have been sent. (SA)

- ❖ Training was held by Rebecca Benson for Facilities Safety Meetings (Hazardous Materials) and OSHA.(Lockout and Confined Space). (HR)
- ❖ Employee Development coordinated 8 professional development sessions on Veteran Issues, Diversity, and various technology subjects. (HR)
- ❖ The online training system was piloted with a department on campus. We will continue to roll-out implementation of the new system during this next month. (HR)
- ❖ A group of seven faculty members in ABE (Adult Basic Ed), DVED (Developmental Education), and MATH are involved in a grant, “Rethinking Pre-College Mathematics,” to improve student success in pre-college math. Grant related activities include making changes in pedagogy that will engage students in more effective learning and to assess the effectiveness of these changes. A questionnaire was developed to assess whether the changes were effective. The questionnaire was piloted to a group of math students in winter 2011 in the classes taught by the group of seven faculty. They asked students to complete the self-assessment in the first few weeks of the class. They again asked student to complete the self-assessment near the end of the class. A significant increase resulted in four statements measured in the pre- and post-questionnaire:
 - I like math.
 - I am good at math.
 - Math is fun.
 - I learn new concepts after only one explanation from the instructor. (P&E)
- ❖ Presented GISS data to multiple groups on campus. The data is provided by the State Board using cohorts of transfer, workforce, and basic skills students and student achievement milestones. (P&E)
- ❖ Corporate & Continuing Education Marketing & Communications Manager Tara Cox attended the eMarketing Summit at the Innotech Conference on April 21st. Social media and email marketing strategies were the main topics of the event, and CCE is working to utilize some of the tactics discussed. CCE eLearning Instructional Designer Mark Gaither also attended the Innotech Conference and learned more about mobile app development, which CCE is planning to deploy with future online classes. (CCE)
- ❖ The fall 2011 schedule has gone to the printer. The lead article focuses on university transfer options for Clark students. The cover artwork by Jenny Shadley and article by Hannah Feldman are a clever homage to the book “Oh, the Places You’ll Go!” by Dr. Seuss. Additional articles focus on the weekend degree program and Clark’s support for students who are military veterans. (C&M)

FOCUS ON LEARNING

- ❖ Clark's graphic designer team partnered with the STEM Coordinator to design a T-shirt and event program for the middle/high school Washington State Science Olympiad hosted at Clark College. (C&M)

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.

- Provide appropriate support services and reduce procedural barriers to help students enroll in college.
- Expand options to increase the overall affordability of education.
- Expand online services across the college.
- Expand learning options by offering courses and services in various modalities, timeframes, and locations.

Progress

- ❖ The DEECH unit (Developmental Education, English, Communications and Humanities) has met its goal to increase the percentage of online offerings (distance learning and hybrid) in proportion to total offerings for the 2010-2011 academic year. The increase went from 12.5% of offerings in 2009-2010 to just over 14% of offerings in 2010-2011. The DEECH unit goal for 2011-12 will be maintenance of the percentage, with some diversification of offerings. (OOI)
- ❖ Growth in online and hybrid classes has increased substantially from 2009-2010 to 2010-2011: (OOI)

Quarter	2009-10	2010-11	Increase in enrollments
Summer 10	1,921 (capacity, 2355)	2,738 (capacity, 3451)	+817
Fall 10	3,269 (capacity, 3646)	3,769 (capacity, 4356)	+500
Winter 11	3,470 (capacity, 3817)	4,075 (capacity, 4378)	+605
Spring 11	3,731 (capacity, 4159)	4,024 (capacity, 4481)	+293
Total	12,391	14,606	+2,215

Source: Clark College Office of Planning and Effectiveness

- ❖ STEM (Science, Technology, Engineering, Math) faculty members Tina Barsotti, Carol Hsu, Tim Kent and Izad Khormaei attended Running Start orientation sessions. (OOI)

EXPAND ACCESS

- ❖ Director of Security Ken Pacheco participated in a mock press conference for Journalism 101 students. These activities help students sharpen their reportorial skills. (AS)
- ❖ Bookstore sales results for the month of April were down 11.1% compared to April 2010. Bookstore sales results year to date (July through April) are down 3.46% compared to same time last year. Transactions in the store continue to be strong and are up more than 11,000 transactions over last year, an increase of 8.2% year to date through April. (AS)
- ❖ In order to enhance and expand textbook rental options for Clark students, the Bookstore has established a rental vendor partnership. This partnership will enable on-line access to the Clark rental program from the store website, increase the number of titles available to rent, reach a broader number of students, and put the decision to rent or buy in the students' hands, thus increasing the quantity of total rental units available from partnership titles. The net affect will be a significant increase in the number of students benefitting from the program overall. Our current in-house rental program provides more than 1,200 rental units for Clark students. Projections including both programs estimate more than 3,000 rental units in fall 2011. (AS)
- ❖ The Running Start Office held five (5) identical evening orientations for new RS students in April. The Gaiser Student Center was filled to capacity each night. There are 153 more new RS students eligible for fall 2011 as compared to fall 2010 at this time last year (1,366 for fall 2011 vs. 1,213 for fall 2010). At the orientation our Associate Director of Running Start described the enrollment process, math faculty Paul Casillas and Garrett Gregor took turns doing a "faculty and math cameo appearance" at the orientations, engineering faculty Tina Barsotti and Izad Khormaei answered questions about Engineering, and Student Ambassadors signed-up students for campus tours. (SA)
- ❖ A Health Occupations and Education Program Specialist presented an overview of the Health Occupations programs and advising services available at Clark College to the HEOC 102, Survey of Health Careers, on April 7 for a class of approximately 50 students and to the IBEST Nursing Assistant Certification support class at Town Plaza Center on April 27 to approximately 20 students. The goals of these presentations are to increase students' awareness of health occupations opportunities available to them at Clark, as well as encourage students to access advising services. (SA)
- ❖ The Service-Learning Program Manager co-led three *Penguins in the Community* volunteer activities with the Service & Leadership in the Community program for students on April 14 to the Columbia Springs Environmental Education Center, on April 19 to the Sunshine Division Food Bank, and on May 3 to the Hazel Dell Community Garden. The program provided transport to the community organizations, offering an accessible volunteer experience. (SA)
- ❖ The annual Constance Baker Motley Grant was awarded to Daniel Santiago in the amount of \$600. The grant is a fund designed to assist non-Caucasian American ethnic minority students in financing their education at Clark College and established by the Martin Luther King Week Steering Committee in honor of Judge Constance Baker Motley, the first Black woman ever appointed to the federal judiciary. (SA)

EXPAND ACCESS

- ❖ The Peer Mentor Program hosted a lunch and tour for fourteen English as a Second Language (ESL) students on April 26, in conjunction with the Pathways Peer Mentor Program. Students had an opportunity to ask questions regarding Student Life and Multicultural Student Affairs, service learning, clubs, and programs. (SA)
- ❖ A Weekend Degree flier and large (4'x7') retractable banner highlighting the affordable, transferable AA Online and Weekend Degree programs were designed as an effort to expand online and hybrid enrollment. (C&M)
- ❖ The college's summer enrollment campaign is underway. The campaign planned by Marketing Director Brian Scott begins the week of May 9 and concludes on May 31. Marketing messages promote both credit and non-credit classes available at Clark College for summer. Newspaper ads running in The Columbian, Battle Ground Reflector and Camas/Washougal Post-Record were developed by Lead Graphic Designer Wei Zhuang and Graphic Designer Pat McDonald. The campaign will also be supported by web ad messaging. (C&M)
- ❖ Senior graphic designer Pat McDonald collaborated with the Foundation and designed the Alumni-Student Dinner e-invitation, electronic Save-the-Date notice, print invitation, reply cards, and envelope. (C&M)
- ❖ In partnership with representatives from Athletics, Web specialist Tahnya Huneidi updated the Golf Tournament Registration area in preparation for this year's tournament in support of scholarships for student athletes. Additionally, the golf tournament and the 2011 K-Rod Run/Walk are the focus of the back cover of the fall 2011 schedule. As part of that support efforts, new web shortcuts have been created: www.clark.edu/cc/golf and www.clark.edu/cc/krod. (C&M)

FOSTER A DIVERSE COLLEGE COMMUNITY

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

- Recruit, retain, and support a diverse student population and college workforce.
- Provide comprehensive training and educational resources to help all members of the college community interact effectively in a diverse world.

Progress

- ❖ SOFA (Social Sciences & Fine Arts) faculty participated in the 21st Annual Students of Color Conference that was held in Yakima, WA, on April 14-16. (OOI)
- ❖ Instructional staff participated in, “Because You Know Me,” a training session on LGBT experiences. After a moving and illuminating production based on real experiences and interviews, participants discussed the challenges that LGBT people face in the workplace and the community. (OOI)
- ❖ In April, 12 Bookstore team members sought one or more diversity training and awareness opportunities provided by the College. Nine members attended “Into the Fire” and three members attended “Because You Know Me”. (AS)
- ❖ Director of Security Ken Pacheco hired Davorin Skoko to fill a vacancy created by the retirement of a full-time officer. (AS)
- ❖ International Programs welcomed six (6) new students from Saudi Arabia, Japan, Taiwan, Korea, and Venezuela for a total of 57 students enrolled for Spring 2011, with a total of twenty-two (22) countries represented. (SA)
- ❖ Dajung Choi, an international student from South Korea, gave a presentation about her country and customs at the ‘At Home in Two Worlds’ speaker series on April 27. Approximately thirty (30) faculty, staff, and community members attended the event. (SA)
- ❖ The Service-Learning Program Manager met with the President of Portland-based International Partnership for Service Learning & Leadership to discuss possible service abroad opportunities for Clark College students. The mission of the International Partnership for Service-Learning and Leadership is to engage students, educators, and community members in the union of service and learning, so that all may become more civically engaged, interculturally literate, internationally aware, and responsive to the needs of others. (SA)
- ❖ The Multicultural Retention Manager and Women’s Studies Professor along with seventeen (17) Clark College students attended the 21st Annual Student of Color Conference in Yakima on April 14-16. The theme this year was “Stand Up, Speak Out: Education IS Liberation!” The goal of the conference is to support Washington State community and technical college students to become more active proponents of their own education, life choices and expand the opportunities and possibilities for students to become agents of change. Approximately 600 students from Washington State community and technical colleges were in attendance. (SA)

FOSTER A DIVERSE COLLEGE COMMUNITY

- ❖ The Latino Event Committee hosted the Celebración de Mi Gente, on April 29 for approximately 400 community members including Clark students and staff. The three main activities scheduled for the day consisted of a showing of the movie, “90 Miles”, Día del Niño/Día del Libro (Day of the Child/Day of the Book), and Pena Folklorica. Several activities for the children included making their own book, pictures with Oswald, face painting, playing loteria, an opportunity to read bi-lingual books with Spanish class students, and a children’s bi-lingual music concert given by Hugo Nava. (SA)
- ❖ The Communications and Marketing Department supported the 2011 Latino Celebration, which was held on April 29. Elements included a news release (with an accompanying RSS feed, eNews message, and blog on OregonLive) as well as a newspaper ad, web ad and poster. The newspaper ad ran in The Columbian, Camas/Washougal Post-Record and Battle Ground Reflector newspapers. (C&M)
- ❖ The Office of Student Life & Multicultural Student Affairs sponsored speaker, Shane Windmeyer and his presentation, “What’s Your Gay Point Average?TM” on May 5. In this presentation Windmeyer shared in a personal way the challenges confronting LGBT youth and how each person plays an active role in creating safer communities where everyone can thrive. His message focused on destroying stereotypes, deepening understanding and compelling participants to take the next step in coming out as visible allies and leaders for all people. Two presentations were provided throughout the day with a total of 100 students, staff and faculty members in attendance. (SA)
- ❖ ***Softball’s Erica Sturm and Baseball’s Taylor Dunn were selected as the Student Athletes of the Month for April 2011.*** Erica has had an outstanding season hitting .349 for the year and .308 for the month of April; most of those games were played in the ultra-competitive South Division. Taylor is a freshman from Lake Oswego High School. He has compiled a 5-2 record so far this season going 3-1 in the month of April. In addition, Track & Field’s Ricky Garcia was named Track Player of the Week for the NWAACC on April 16. At the Lewis and Clark Invitational, Ricky came in with a mark of 48.61 seconds in the 400 meter dash. (SA)
- ❖ Human Resources have been very busy with recruitment activities this past month. We have been working on filling over 30 positions and have managed over 120 candidate interviews. (HR)
- ❖ The Communications and Marketing Department supported the spring 2011 Faculty Speaker Series event featured Dr. Kathy Bobula and titled: “This is Your Brain on Bias: or, The Neuroscience of Bias.” Elements included a news release (with an accompanying RSS feed, eNews message, and blog on OregonLive) as well as a newspaper ad for The Columbia, web ads for the Clark home page and The Daily Insider, posters and programs. (C&M)

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.

- Identify and support high-demand workforce needs.
- Identify and support emerging workforce needs, including technology training and green industry skills.
- Establish, maintain, and expand partnerships that support workforce needs.

Progress

- ❖ There were 1,390 visitors to the Pathways Center at TPC in April, with at least 85 students visiting the center each day. Of the 1,390 visitors, 528 were WorkFirst Clients. (OOI)
- ❖ In April, there were 28 workshops and sessions held at the Pathways Center with 139 attendees. Of the 139 participants, 41 were WorkFirst Clients. The Pathways Center also conducted 11 ESL tours for 143 students and three GED tours for 54 students. (OOI)
- ❖ The Advising Division Manager for Health Occupations and Education Programs attended a Clark College healthcare core curriculum partnership meeting with K-12 schools on April 25. Through the collaborative effort between Tech Prep, Allied Health, Advising, and K-12 partners, a recruitment document was created to support advisors, high school counselors, and students as they gain a better understanding of healthcare core curriculum, as well as the programs to which the curriculum pertains. (SA)
- ❖ Career Services hosted a very successful Career Days 2011 last month beginning with the Career Clothing Closet which opened for its seventh year on April 7-8 to outfit Clark students with professional and career clothes. A total of 636 student attendees benefitted from this annual event. The Clothing Closet received donations of men's and women's suits, shoes and accessories from faculty, staff and community members. The following week on Monday, April 11 we offered career readiness workshops including, "Choosing a Career" with 96 people in attendance. We also offered "Effective Job Search Tools and Interviewing Skills" with 113 attendees. On Tuesday, we offered "Marketing Yourself on Paper" workshops which included two resume workshops, one of which was from an employer's perspective and was taught by Eric Schubert from Express Pros. Concurrently that day we ran a resume clinic which offered job seekers an opportunity to have their resume critiqued. The theme for the afternoon was "Marketing Yourself in Person" which included workshops on informational interviewing, learning how to network, developing a 60 second commercial and practicing those new skills with professionals. Approximately 258 students and community members attended job preparation activities on Tuesday. (SA)
- ❖ All of these activities were leading up to the main event on Wednesday, "Marketing Yourself to Employers" at the Career Fair. We had 38 companies registered for the Job Fair in the Gaiser Student Center. The atmosphere was great with crowds throughout most of the fair's four hour period. Most of the employers were there with positions to fill, much to the encouragement of the

RESPOND TO WORKFORCE NEEDS

1,011 jobseekers who attended. None of the Career Days 2011 activities would have been possible without the help of nearly 100 volunteers from across campus, employers, and WSUV. It was a wonderful partnership which made this year's event an outstanding success. (SA)

- ❖ Environmental Health Services performed 5 ergonomic consultations identifying and reducing ergonomic risk factors. (HR)
- ❖ Corporate Education launched several projects in April: Lean Office and Excel training for Tidland funded by American Recovery and Reinvestment Act 5809 incentive funds; MS Project training for nLight and a comprehensive Lean program for Linear, both funded by the Energy Training Partnership grant; and Value Stream Mapping for Xtremez funded by a Jobs Skills Program grant. (CCE)
- ❖ On May 9, Blake Bowers, Interim Associate Vice-President for Corporate & Continuing Education attended a Healthcare Skills Panel at the Southwest Washington Workforce Development Council (SWWDC). An industry survey conducted by three workforce investment boards (WIB) the SWWDC, Workforce Investment Council of Clackamas County and WorkSystems, Inc was reviewed. The results of the survey will assist the three WIBs in prioritizing training funds and to assist education providers to identify their workforce efforts for healthcare. (CCE)
- ❖ Corporate Education submitted a \$60,000 proposal to WorkSystems Inc. to fund Lean Six Sigma training for a consortium of five manufacturing companies in Southwest Washington and Portland that are part of the Department of Defense supply chain. The Six Sigma Process Improvement Consortium will provide opportunity for the five companies engaged in the U.S. Defense Logistics Supply Chain to work together to enhance and/or streamline their manufacturing operations, ultimately benefitting the U.S. Military. (CCE)
- ❖ Corporate & Continuing Education eLearning has completed the Cultural Awareness for Health Care Professionals blended learning project. The training, composed of an eight-hour online component and a four-hour group session, is currently being offered to 50 employees at Southwest Washington Medical Center. SWMC plans to offer the training to more employees beginning July 2011. CCE has worked closely Communications & Marketing to promote the project, a press release was sent to more than 800 eNews subscribers and the Vancouver Business Journal briefly covered the story in early May. (CCE)
- ❖ Corporate Education executed a new marketing campaign for the first event in its inaugural Lunch & Learn series on May 5. The topic, Stop Measuring Failure, was aimed at local business members who deal with reports. Marketing for the event was posted to local publications and event calendars, professional associations, list serves and included three email pieces. This first event was a success with 36 participants and positive feedback. The goal of the Lunch & Learn series is to connect to local businesses, highlight customized training available and showcase the rental potential of the Corporate Learning Center. (CCE)

RESPOND TO WORKFORCE NEEDS

- ❖ In partnership with Career Services, Web specialist Tahnya Huneidi completed the second phase of the new Career Services web area. (C&M)
- ❖ Executive Director Barbara Kerr supported CCE's media relations efforts related to cultural awareness training for Southwest Washington Medical Center employees. (C&M)

ENHANCE COLLEGE SYSTEMS

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

- Improve college infrastructure to support all functions of the college.
- Develop and implement an effective advising system to enhance student success.
- Seek alternate resources, such as grants, philanthropy, and partnerships to fulfill the college mission.
- Refine, communicate, and implement a shared governance system.
- Integrate environmental sustainability practices into all college systems.

Progress

- ❖ Amy Tam, Jane Patrick and Rosalba Pitkin from Clark College at TPC attended the Washington State Student Services Commission in Wenatchee, Washington, on April 20-22, 2011. The conference theme was, "Serving Today's Students: New Strategies for New Challenges." The conference focused on contemporary issues including Evidence and Improvement, Leadership in Challenging Times and Student Success. (OOI)
- ❖ Construction of the Early Learning Center (ELC) Phase 1 Project is nearing substantial completion. The unusually cold spring weather delayed some project activities, such as floor work. In June the College will begin post-construction work, such as furniture installation. The schedule still supports programming for fall quarter 2011. Planning is underway for a grand opening ceremony on September 29, 2011. (AS)
- ❖ Facilities Services is continuing to develop a schedule and cost estimates to demolish the Star Building and provide temporary construction parking by the start of fall term. (AS)
- ❖ Facilities Services is reviewing and estimating twenty seven Repair and Minor Improvement (RMI) projects that were submitted for the 2011-13 budget. The College has approximately \$400,000 in state capital funding to use on RMI projects. (AS)
- ❖ Director of Security Ken Pacheco participated in a get acquainted meeting with FBI agents Mike Rollins and Joseph Vetter. Both agents are involved in internal and external terrorism issues. (AS)
- ❖ The State Board IT Division is on schedule to implement the Administrative Systems Lift and Shift Project on the Memorial Day weekend. College staff have been busy with local preparations for this major implementation that will centralize all Washington Community and Technical College administrative computing operations at the Department of Information Services data center in Olympia. The Lift and Shift Project is a stepping stone to the ultimate goal of modernizing our administrative systems by procuring an Enterprise Resource Planning (ERP) system for the Washington Community and Technical Colleges. (AS)
- ❖ IT Services is preparing to implement a new voice over Internet protocol (VoIP) telephone system in the final weeks of Spring quarter. The new system will include an emergency communications system that will allow the College to broadcast emergency messages to students and employees via telephones, and computers. (AS)

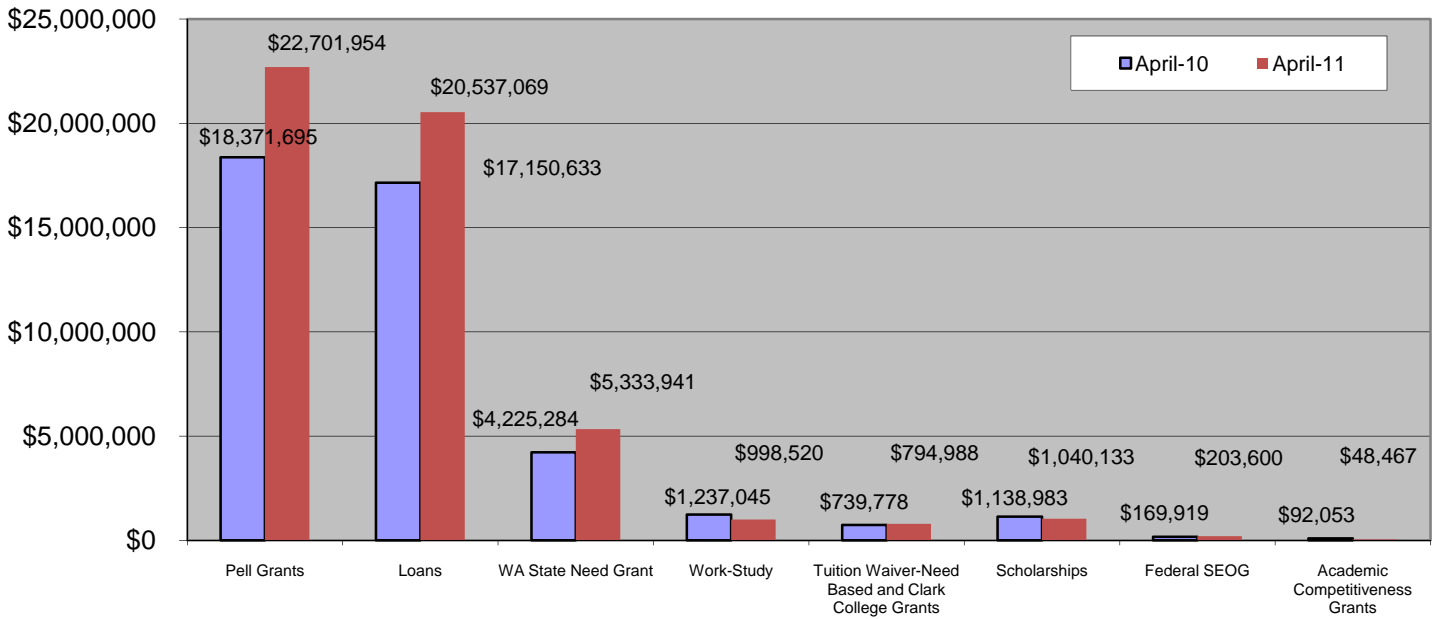
ENHANCE COLLEGE SYSTEMS

- ❖ Two transfer specialist advisors attended the University of Washington/Community College Conference in Seattle on April 29 to learn about admission and enrollment requirements for transfer students. Information gathered at the conference will be passed on to Clark students looking to transfer to the University of Washington. (SA)
- ❖ Friday morning closures have benefitted the Assessment Center by allowing staff the opportunity to process GED applications and certificates on a consistent basis rather than in-between working with students. The closures provide a standard time for upgrade and maintenance issues in the testing/computer labs. In addition, the Friday morning closure has allowed Admissions Office staff to catch up on processing of admission applications, residency requests, and mailings during peak deadline cycles, while also allowing equal access for full-time and part-time staff to attend meetings. (SA)
- ❖ Environmental Health Services held a Household Hazardous Waste, Block Foam, and Electronic Waste collection that had almost 300 participants. (HR)
- ❖ Planning and Effectiveness is conducting a series of focus groups throughout the College to identify the technology needs of the future. The findings will be given to the Information Technology Council to assist them in creating the Technology Strategic Plan for the College. (P&E)
- ❖ The Communications and Marketing team continues to support the news that Clark College at Columbia Tech Center has received LEED gold certification. Those efforts included a news release (with news coverage to date in The Daily Insider, The Columbian Business Today newsletter, Vancouver Business Journal and the Battle Ground Reflector), coverage in *Clark 24/7*, items on Facebook and Twitter, and a web ad. Discussions are underway regarding the fall 2011 unveiling of a plaque to honor the achievement. (C&M)

STATISTICS

Comparison Chart April

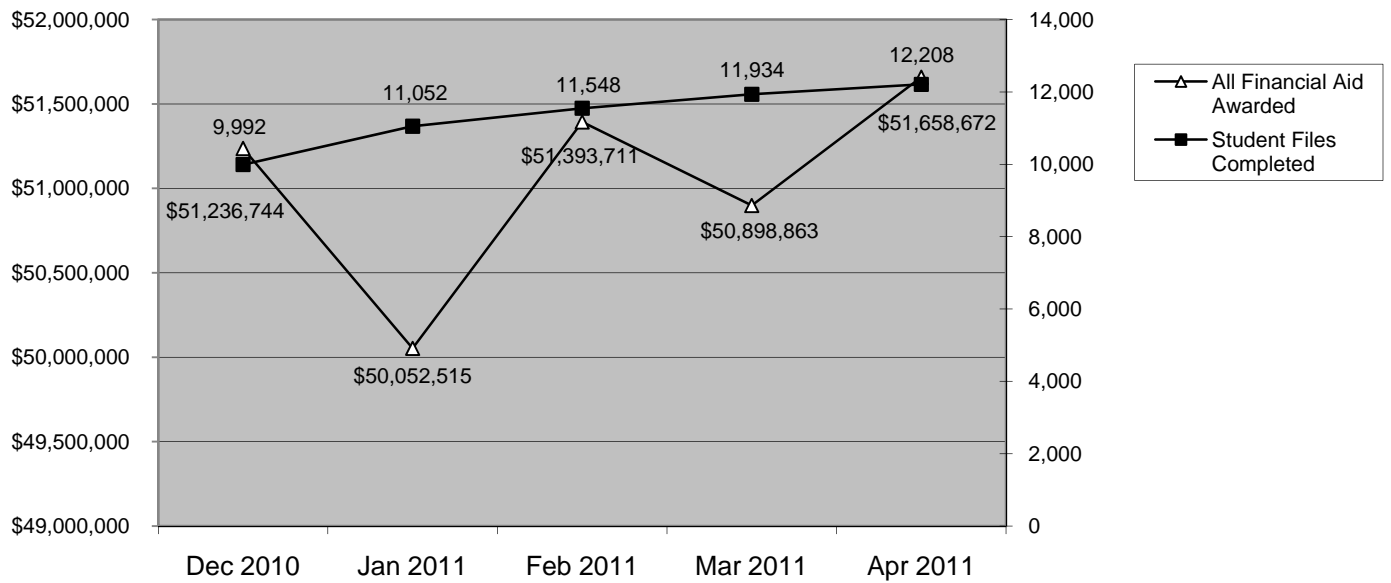
April 2010 Total: \$43,125,390
April 2011 Total: \$51,658,672



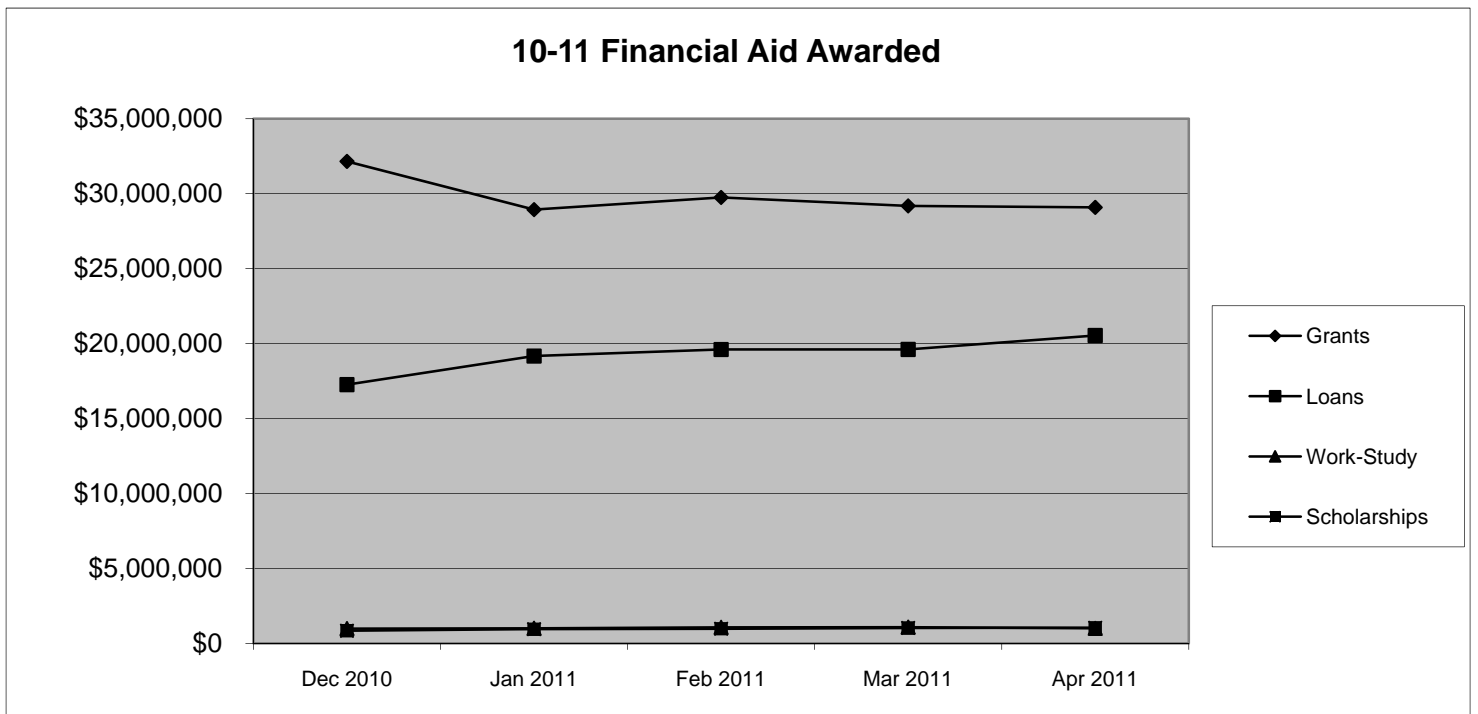
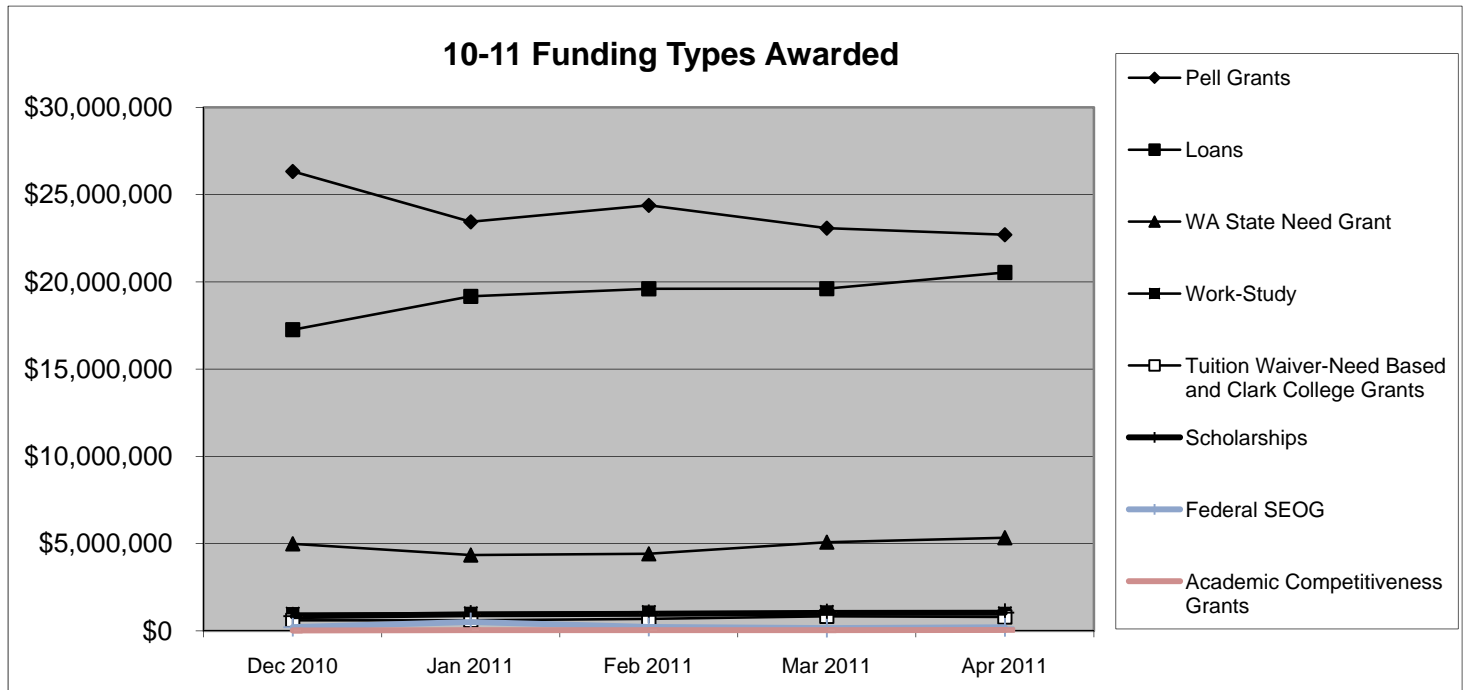
Total Money

10-11 Students Served & Funds Awarded

Total Students



STATISTICS



Clark College - Budget Status Report

April 30, 2011

Sources of Funds (Revenues)	2010-11 Budget	Revenues to Date	Difference	% Budget Received
<u>Operating Accounts</u>				
State Allocation	29,155,563	24,177,136	4,978,427	82.9%
Tuition	13,365,828	14,482,021	(1,116,193)	108.4%
Running Start	5,173,331	3,935,092	1,238,239	76.1%
Excess enrollment	8,910,414	9,800,000	(889,586)	110.0%
Planned use of prior fund balance	2,596,331	-	2,596,331	0.0%
Dedicated, matriculation, tech, cont ed	3,266,767	3,040,197	226,570	93.1%
Total Operating Accounts	62,468,234	55,434,445	7,033,789	88.7%
<u>Other Accounts</u>				
Grants & Contracts less Running Start	6,006,161	3,061,976	2,944,185	51.0%
Internal Support	1,342,004	643,931	698,073	48.0%
ASCC less PUB	1,609,727	1,525,107	84,620	94.7%
Bookstore	6,081,489	5,770,411	311,078	94.9%
Parking	261,252	460,848	(199,596)	176.4%
Auxilliary Services	1,741,883	1,347,437	394,447	77.4%
Financial Aid	52,414,524	51,073,240	1,341,284	97.4%
Total Other Accounts	69,457,040	63,882,949	5,574,091	92.0%
Total Sources of Funds	131,925,274	119,317,394	12,607,880	90.4%

Uses of Funds (Expenses)	2010-11 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
<u>Operating Accounts</u>				
President	687,513	452,781	234,732	65.9%
Vice President of Instruction	38,672,458	30,844,696	7,827,762	79.8%
Vice President of Administrative Services	11,170,907	9,494,209	1,676,698	85.0%
Vice President of Student Affairs	8,001,632	6,289,816	1,711,816	78.6%
Associate Vice President of Planning & Effectiven	513,471	405,510	107,961	79.0%
Executive Director of Corporate & Continuing Ed	807,030	666,193	140,837	82.5%
Executive Director of Communications	1,200,838	1,053,720	147,118	87.7%
Associate Vice President of Human Resources	1,414,385	1,057,318	357,067	74.8%
Total Operating Accounts	62,468,234	50,264,244	12,203,990	80.5%
<u>Other Accounts</u>				
Grants & Contracts less Running Start	6,006,161	4,574,896	1,431,265	76.2%
Internal Support Services	1,342,004	757,017	584,987	56.4%
ASCC less PUB	1,609,727	1,260,156	349,571	78.3%
Bookstore	6,081,489	5,291,702	789,787	87.0%
Parking	261,252	390,483	(129,231)	149.5%
Auxilliary Services	1,741,883	1,352,327	389,556	77.6%
Financial Aid	52,414,524	51,122,876	1,291,648	97.5%
Total Other Accounts	69,457,040	64,749,458	4,707,582	93.2%
Total Uses of Funds	131,925,274	115,013,701	16,911,573	87.2%
Difference - Excess (Deficiency)	-	4,303,693		
Net transfer Excess Enrollment - CIS equip reserve		(40,000)		
Net Difference		4,263,693		
Capital Projects - Revenues & use of fund bal	7,140,582	3,011,981	4,128,601	42.2%
Capital Projects- Expenses & Encumbrances	7,140,582	3,011,981	4,128,601	42.2%
Difference - Excess (Deficiency)	-	-		

CLARK COLLEGE
Fund and Cash Balances
as of July 1, 2010

		Fund Balance (minus non-cash assets) 6/30/10	Cash Balance (minus dedicated cash) 6/30/10	Required Reserves	Prior Commitments (prior to 7/1/10)	New Commitments (2010/11)	Total Available Cash
145	Grants and Contracts	3,038,635	3,047,849		116,675		2,931,174
147	Local Capital	31,225	31,225				31,225
148	Dedicated Local	5,908,732	3,319,127		-	2,627,920	691,207
149	Operating Fee	528,443	(17,755)				(17,755)
440	Central Store (Catalog)	50,128	50,128				50,128
443	Data Processing	1,830,348	1,830,348		830,348	1,000,000	-
448	Print/Copy Machine	(171,925)	(171,925)				(171,925)
460	Motor Pool	19,347	19,347				19,347
522	ASCC	1,167,668					-
524	Bookstore	2,278,768	2,278,768				2,278,768
528	Parking	246,522	246,522			250,000	(3,478)
570	Other Auxiliary Enterprise	972,587	325,711			28,535	297,176
790	Payroll (clearing)	215,643					-
840	Tuition/VPA	4,223,889					-
846	Grants - Fin Aid	(1,146,105)					-
849	Student Loans	36,069					-
850	Workstudy (off-campus)	(19,166)					-
860	Institutional Financial Aid Fun Reserves*	536,344					-
				6,088,749			(6,088,749)
Totals		19,747,152	10,959,345	6,088,749	947,023	3,906,455	17,119

ACTION ITEMS



MEMORANDUM

TO: Clark College Board of Trustees

FROM: Robert Knight, President

DATE: May 24, 2011

RE: Sabbatical Requests for 2011-2012 Academic Year

A summary of the sabbatical leave applications for the 2011-2012 academic year is attached. The Professional Placement and Advancement Committee (PPAC) met March 1, 2011 and recommended approval of the following applicants.

Faculty Member	Quarters	Recommended Quarters	Year of Last Sabbatical	Start Date in Tenure Track/ Special Programs	VPI's Recommendation
Chris Wilkins	2	Fall 2011 and Spring 2012	NA	9/12/02	Approved
Dwight Hughes	2	Winter 2012 and Spring 2012	NA	9/10/03	Approved
Charles Epton	1	Fall 2011	2003-2004 (F,W,SP)	9/14/70	Approved
Jill Darley-Vanis	2	Fall 2011 and Winter 2012	NA	9/6/04	Approved
Marylynne Diggs	2	Fall 2011 and Winter 2012	2004-2005 (F)	9/10/98	Not Approved
Sally Keely	1	Fall 2011	2004-2005 (SP)	9/11/96	Not Approved

TOTAL **10**

Earlier this year, I informed the Professional Placement and Advancement Committee that the college will only allocate \$50,000 for faculty sabbaticals during the 2011-2012 academic year. Therefore, as noted above, I am only recommending the approval of sabbatical activities for Professors Chris Wilkins, Dwight Hughes, Charles Epton, and Jill Darley-Vanis. I am not recommending the sabbatical activities for Professors Diggs and Keely for approval.

Please let me know if you have any questions or need any additional information.

2011-2012 Sabbatical Applications Summary

Applicant	Sabbatical Proposal	Quarters Requested
Charles Epton	I plan to design and produce my own info-base editions of representative works of three major philosophers: David Hume, William James, and Bertrand Russell.	Fall 2011
Chris Wilkins	Create a Penguin Video Tutoring Academy site to upload tutorial videos and then create the videos for students.	Fall 2011 Spring 2012
Dwight Hughes	Perform the ground work for bringing a new Cyber Security program/curriculum to Clark College. To include: obtaining new relevant industry certifications in cyber security for myself, developing contacts with academic, industry, and government entities related to cyber security, and basic program outcome and curriculum development activities.	Winter 2012 Spring 2012
Jill Darley-Vanis	In keeping with the college's strategic directions (focus on learning and expanding access) and mission (serving the needs of diverse learners), my task is to research recent scholarship on the needs of basic writers and, later, based on my findings, to create a hybrid pre-college writing (ENGL 098) course, a course which we do not currently offer at Clark. The number of students in developmental writing courses here at Clark continues to grow, and at the same time, hybrid courses, according to a recent Department of Education study (Means et al. 2009), offer great promise for student success. The intersection of the two is worthy of our attention.	Fall 2011 Winter 2012
Marylynne Diggs	I will recalibrate my approach to the writing process, the teaching of writing, and collaborative work on campus by doing research on creativity and attending creativity workshops as well as working outside the genre of academic writing to complete one article and make progress on the draft of a book. This work will enable me to revise materials for English 102, a course taken by many students in a variety of programs at Clark. Revisions to these materials will help students write better in all of their classes at Clark and provide them with creative problem solving insights crucial to the workplace of the future.	Fall 2011 Winter 2012
Sally Keely	Goal: Improve first-week retention and overall success in online mathematics classes. (1) Create a "pre-review session" for online mathematics classes. (2) Add to the math online website examples of discussion questions and assignments from math online classes and samples of substantive student replies. (3) Create "just in time" lessons for students needing a quick review of a particular topic from arithmetic or algebra.	Fall 2011

ACTION ITEMS

Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
April 26, 2011
Ellis Dunn Room GHL 213

Trustees Present: Mmes. Sherry Parker, Jada Rupley, and Rhona Sen Hoss. Messrs. Jack Burkman and Royce Pollard.

Administrators: Mr. Robert Knight, President, Dr. Rassoul Dastmozd, Vice President of Instruction; Mr. Bob Williamson, Vice President of Administrative Services, Mr. Bill Belden, Vice President of Student Affairs; Dr. Darcy Rourk, Associate Vice President of Human Resources, Ms. Shanda Diehl, Associate Vice President of Planning & Effectiveness; Mr. Blake Bowers, Interim Associate Vice President of Corporate & Continuing Education/Dean of Health Sciences; Ms. Barbara Kerr, Executive Director of Communications & Marketing; Ms. Leigh Kent, Executive Assistant to the President.

Faculty: Dr. Marcia Roi, AHE President; Mr. Bill Monroe, Professor, Ms. Jody McQuillan, Professor, and Luanne Lundberg, Professor.

Others: Ms. Lisa Gibert, CEO Clark College Foundation; Ms. Bonnie Terada, Assistant Attorney General; Mr. Phil Kenyon, student; Mr. Scott Houghton, ASCC Club Coordinator.

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none">Chair Burkman called the meeting to order at 5:10 p.m.	
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.	

Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
April 26, 2011
Ellis Dunn Room GHL 213

	TOPIC	DISCUSSION	ACTION
II. C.	Constituent Reports 1. AHE	<ul style="list-style-type: none"> Dr. Roi reviewed her monthly meeting with the President and Vice President of Instruction. Their discussions centered around shared governance, budgeting, labor law, and transparency. They will continue to meet on a monthly basis. The union and college continue their contract bargaining and some progress has been made. Discussions continue weekly. The college's union representatives have been travelling throughout the United States during the past month in support of union and workers' rights. Sen. Sullivan is attending the NEA Emerging Leaders Academy which provides a year-long training opportunity to its participants on social justice issues and gives field experience in union organizing. 	<ul style="list-style-type: none"> Vice Chair Sen Hoss requested that Dr. Roi find out the cost of this NEA-sponsored program. Dr. Roi agreed to do so.
II. C.	2. WPEA	<ul style="list-style-type: none"> There was no report from the WPEA this evening. 	
II. C.	3. ASCC	<ul style="list-style-type: none"> Scott Houghton, ASCC Club Coordinator, reported in President Ramirez's absence. ASCC reviewed the student parking petition that proposed parking fees be charged only to students who attend classes at the main campus. Petition sponsors requested to have this item added to the spring student elections ballot. ASCC representatives met with Business Services concerning the amount of funding generated by the parking fees. ASCC has since determined that the proposed change to parking fees will not be on the spring election ballot. A survey will be sent out to students the week of May 10-16 seeking their input on future commencement locations. The survey was compiled by ASCC Finance Director Ashley Degrenier and Special Events Manager Michelle Golder. Student candidate forums will be held April 27 and 28. Elections will be held May 2-6. Mr. Houghton also distributed a list of ASCC sponsored activities for the month of May 2011. 	

Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
April 26, 2011
Ellis Dunn Room GHL 213

	TOPIC	DISCUSSION	ACTION
II. C.	D. Foundation	<ul style="list-style-type: none"> Ms. Gibert distributed copies of <i>Partners</i> magazine. This month's edition is devoted entirely to the Foundation's annual report. The Foundation partnered with Communications & Marketing to publish the magazine. She thanked Ms. Kerr and her staff for the beautiful design work they did. As a result of the information contained in the magazine, the Foundation received \$5,000 in donations today. Ms. Gibert recently attended a Foundation conference in Arizona. She came away with the insight that despite how difficult things have been in Washington this year, the state is still very lucky compared to others: Pennsylvania is looking at an across-the-board 50% cut to higher education and California higher ed employees are facing 25% salary cuts as well as furloughs. The Foundation has \$600,000 available for scholarships for this coming year. They have received 316 applications so far, 96 coming from high school students. The Clark baseball field will be re-dedicated and named during the May 7 game between Clark and Lower Columbia College. This is very exciting as there is great support in the community for the baseball program. With an eye towards resource preservation, the Foundation is reviewing their organizational processes and considering streamlining their best practices and possible structural changes. 	
II. D.	Statements and Reports from Board Members	<ul style="list-style-type: none"> Chair Burkman commented on the Sakura Festival and, despite the weather, how nice it was to have it inside the Student Center so that students could attend. He congratulated Dr. Dastmozd on his appointment to the presidency of St. Paul College in St. Paul, MN. Vice Chair Sen Hoss congratulated the newly tenured faculty and complimented the nice April 25 reception. Trustee Rupley noted that the introductory speeches of the tenured faculty members by the Deans were quite impressive. 	

Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
April 26, 2011
Ellis Dunn Room GHL 213

	TOPIC	DISCUSSION	ACTION
II. D.	Statements and Reports from Board Members	<ul style="list-style-type: none"> President Knight recognized Interim Dean of STEM, Dr. Sylvia Thornburg, who will be retiring at the end of the week after more than 10 years at the college. He thanked her for taking on so many roles within the Office of Instruction over the years. He praised her integrity and high ethics in everything she did. Dr. Thornburg thanked everyone and spoke about how impressed she is with the STEM faculty and their dedication towards their students. Over the weekend, she attended the Science Olympiad which brought STEM students to Clark from all across the state. It was so gratifying for her to see the excitement in the students' eyes, and visitors from other areas were very complimentary of Clark in their comments. 	
II. E.	President's Report	<p>STUDENT PRESENTATION</p> <ul style="list-style-type: none"> Phil Kenyon was this evening's student presenter. Phil came to Clark as a Running Start student, and is now seeking an engineering degree as a STEM student. <p>FACULTY PRESENTATION</p> <ul style="list-style-type: none"> This evening's faculty presentation was provided by Math professor Bill Monroe, Adult Basic Ed/ESL professor Jody McQuillan, and Luanne Lundberg, who spoke about the Math Transitions project which is underwritten by the Gates Foundation. The grant request was written by Associate Director of eLearning, Cynthia Foreman. The project focuses on getting students ready for college-level math and Clark was one of only seven community colleges to receive the funding. <p>STUDENT AFFAIRS PRESENTATION</p> <ul style="list-style-type: none"> Director of Career Services Edie Blakley addressed the Board about this year's Career Days. This was the second year the college held a series of events over four days designed to help students and community members prepare for their employment searches. The Career Services staff coordinated all the events which included a Clothing Closet (this is the seventh year for this event), resume writing and interviewing workshops and a career fair with local companies. This was very welcome and successful event and means so much to both the college and the community as a whole. 	

Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
April 26, 2011
Ellis Dunn Room GH1 213

	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<p>EXPAND ACCESS</p> <ul style="list-style-type: none"> • Dr. Dastmozd reviewed the Weekend Degree and AA Online programs which will have 29 students eligible to graduate this year. The college is working diligently to create an online Associates Degree program. He believes the program can come to fruition in a reasonable time if resources are available for its development. • He commended Dr. Thornburg for her leadership at the college. She created a seamless transition for the OOI when he arrived at the college and she has been a great asset to him and the unit over the years. He hopes the college will find someone as skilled to replace her. • Mr. Belden noted that Running Start has increased in size by 15% since last fall; there are now 1,312 students participating and he does not see a leveling off yet. More than 30% of the students qualify for a fee waiver, and the Olympia-led initiatives surrounding Running Start are of concern to the colleges. He believes that Clark could see between 1,600-1,700 Running Start headcount next year. <p>RESPOND TO WORKFORCE NEEDS</p> <ul style="list-style-type: none"> • Mr. Bowers announced that the Corporate & Continuing Education department (CCE) is partnering with PeaceHealth, the Southwest Washington Workforce Development Council, and Instruction's Allied Health Department to develop a new ICD-10 CM/PCS medical coding program to train the local current and emerging healthcare workforce. Phase 1 of the project will focus on the medical coders while doctors and mid-level managers will be trained at a later date. Once developed, the program can be packaged for other hospitals and clinics to use. As PeaceHealth has hospitals and clinics throughout the Northwest from Alaska to Eugene, OR, they would be able to train their entire workforce. 	

Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
April 26, 2011
Ellis Dunn Room GHL 213

	TOPIC	DISCUSSION	ACTION
II. E.	President’s Report	ENHANCE COLLEGE SYSTEMS <ul style="list-style-type: none">Mr. Williamson reported on the recent site visit from the Federal Department of Education in connection with the emergency management grant the college received this year. The representatives met with college staff, local fire, police, and CRESA personnel and completed a full review of the college’s progress. Only one finding came about as a result of the review and the DOE was very impressed with the work the college is doing on the emergency management project.Ms. Diehl reported on the Registration Survey the Planning & Effectiveness department conducted during fall 2010. The survey was conducted on behalf of various departments across the college as to the best way to get information to students so that they may register for classes on a timely basis. Eighty-nine percent (89%) of students reported that they use online resources to plan their classes. Thirty percent (30%) reported that they use only online resources and 9% use only <i>Clark College Connections</i>.Ms. Kerr announced the launch of the online <i>Clark College News & Media Center</i>. This is a one-stop online resource for the media to use to obtain up-to-date information about the college.	
II. E.	President’s Report	STATISTICS <ul style="list-style-type: none">There was no additional information concerning this month’s statistics.	
III.	ACTION ITEMS		
	<ul style="list-style-type: none">First Reading <p>Sabbatical Requests for 2011-2012 Academic Year</p> <p>Dr. Dastmozd explained the sabbatical process and how the selection of awards is determined. Once this is complete, he sends his recommendations to the President for the Board’s consideration.</p>		<ul style="list-style-type: none">Dr. Dastmozd will provide a DVD to the Board members with the complete sabbatical proposals for their review prior to the May Board meeting.MOTION: Trustee Parker made a motion to move the 2011-2012 Sabbatical Requests through First Reading. The motion was seconded by Vice Chair Sen Hoss and was unanimously approved.

Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
April 26, 2011
Ellis Dunn Room GHL 213

	TOPIC	DISCUSSION	ACTION
	CONSENT AGENDA		
	<ul style="list-style-type: none"> Minutes from April 26 Board Meeting 		MOTION: Trustee Rupley made a motion to approve the Minutes from the February meeting. The motion was seconded by Vice Chair Sen Hoss and was unanimously approved.
IV.	FUTURE TOPICS		
	Budget Diversity Operational Plan Sabbatical Review (May work session) TACTC/Governance Institute for Student Success (GISS)	Naming Policy (May) K-12 North Central Site Executive Session	
	DATE AND PLACE OF FUTURE MEETING		
V.	<ul style="list-style-type: none"> The next regular meeting of the Board of Trustees is currently scheduled for May 24, 2011 in the Ellis Dunn Community Room, GHL 213. 		
	EXECUTIVE SESSION		
VI.	<ul style="list-style-type: none"> No Executive Session was held this evening. 		
	ADJOURNMENT		
VII.	<ul style="list-style-type: none"> There being no further business, the meeting adjourned at 6:35 pm. 		

Jack Burkman, Chair
 Clark College Board of Trustees

Leigh Kent
 Recorder
 May 4, 2011