

Clark College Board of Trustees



May 23, 2012

Clark College
The Next Step



Board of Trustees Goals 2011-2012

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 Completion and Access

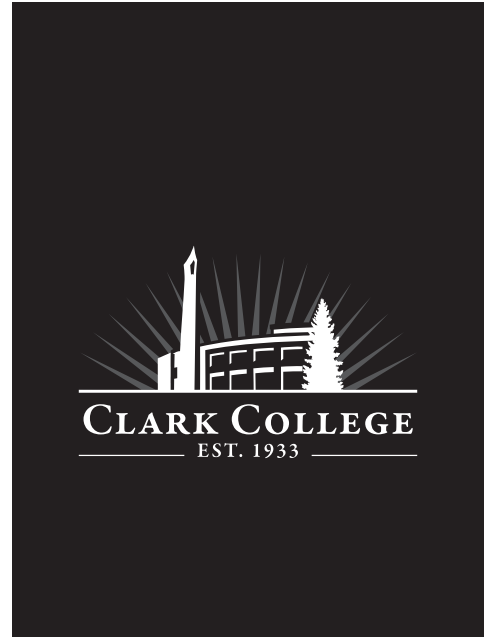
- Prioritize student completion of educational goals in all decision-making, while continuing to balance the college's ability to meet the current and future demand for educational opportunities offered. – *Focus on Learning and Expand Access*

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*



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 Packet
May 23, 2012**

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CLARK COLLEGE BOARD OF TRUSTEES
Wednesday, May 23, 2012
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.

- ♦ C-Tran Update: *Chuck Green, C-Tran* 4:00-4:30
- ♦ Diversity Operational Plan Update: *Sirius Bonner* 4:30-4:55

BUSINESS MEETING

I. CALL TO ORDER

5:00 P.M.

II. BUSINESS MEETING

A. Review of the Agenda

B. Statements from the Audience

Members of the public are provided an opportunity to address the Board on any item of business. Groups and individuals are to submit their statements in writing to the President of the College whenever possible no less than two weeks prior to the meeting. The Board Chair reserves the right to determine time limits on statements and presentations.

C. Constituent Reports

1. AHE
2. WPEA
3. ASCC
4. Foundation: Strategic Plan

D. Statements and Reports from Board Members

E. President's Report

Student Success Presentation: Pathways Peer Mentors: Patricia Arnold, Sidney Rosario, and Ricardo Sanchez

Faculty Presentation: Textbook Alternatives, Michelle Bagley, Dean of Library Services, eLearning, Tutoring & Faculty Development; Monica Knowles, Bookstore Manager; Bob Williamson, Vice President of Administrative Services

Presentation of T-Ten Award: Jason Crone, Toyota and Mike Godson, Professor of Automotive Technology

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III. ACTION ITEMS

First Reading

- ♦ Sabbatical Requests for 2012-2013 Academic Year
- ♦ C-TRAN Resolution

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Consent Agenda

- ♦ Minutes from April 25, 2012 Board Meeting

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IV. FUTURE TOPICS

- | | |
|--------------------------------|---------------------------|
| ♦ Climate Survey | ♦ CLE Update |
| ♦ GISS Student Completion Data | ♦ Columbia River Crossing |
| ♦ Multi-use Facility | ♦ K-12 |
| ♦ Review of College Policies | ♦ Workforce Development |
| ♦ STEM | |

V. DATE AND PLACE OF FUTURE MEETING

The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, June 13, 2012 in the Ellis Dunn Room.

VI. EXECUTIVE SESSION

An Executive Session will be held to discuss the performance of a public employee.

VII. ADJOURNMENT

Time and order are approximate and subject to change.

**PRESIDENT'S BOARD REPORT
MAY 2012**

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

- Engineering Instructor Carol Hsu represented Clark College at the WCERTE (Washington Council for Engineering and Related Technology Education) spring meeting on April 24-25 in Spokane. Carol provided her colleagues in the Clark Engineering Department with an overview of the topics discussed at WCERTE, which included: (OOI)
 - Benefits, problems and next steps with offering WAOL engineering classes.
 - Project Lead the Way and college course credits.
 - Washington State Aerospace Initiative updates and implications for engineering students.
 - Updates from community colleges and universities. Highlights included the opening of the WSU-Everett campus in fall 2012 and UW plans to enforce “satisfactory progress” at the university level.
 - Clark College will host the fall 2012 WCERTE meeting. (OOI)
- The Clark College Biology Department participated in the annual Critter Count of Clark County. Adjunct instructor Jason Bazzano and Clark students volunteered to count amphibians and reptiles in three locations in Clark County as a measure of urban habitat health. (OOI)
- On March 31-April 1, the Clark College Jazz Ensemble traveled to Wisconsin to perform at the University of Wisconsin Eau Claire Jazz Festival, and on April 7-8 the group traveled to Colorado to perform at the University of Northern Colorado Greeley Jazz Festival. Three Clark College Jazz Ensemble students received special awards and recognition for outstanding solo performances at the festivals: (OOI)
 - Nick Ferraro, guitar, received an Outstanding Soloist Award from the Eau Claire Jazz Festival.
 - David Floratos, tenor saxophone, received an Outstanding Soloist Award from the Eau Claire Jazz Festival and Special Citation for Outstanding Musicianship from the Greeley Jazz Festival.
 - Ian Garner, trombone, received an Outstanding Soloist Award from the Eau Claire Jazz Festival and Special Citation for Outstanding Musicianship from the Greeley Jazz Festival.

Congratulations to these exemplary music students and thanks to Clark Jazz Ensemble Director Rich Inouye for coordinating this great learning experience for the Jazz Ensemble.

FOCUS ON LEARNING

- Associate Director of eLearning Cynthia Foreman, Professor Erica Nava (Spanish), Senior Instructional Designer Kathy Chatfield, eLearning Systems Administrator Scott Coffie and Information Technology Technician Christine Taylor attended the Tegrity Users conference in Seattle on April 18-20. The conference focused on how to use lecture capture technology to enhance student learning. (OOI)
- Twenty-five faculty members and staff attended the SBCTC Assessment, Teaching and Learning Conference held at the Vancouver Hilton on May 3-4. A number of Clark College faculty presented on a variety of topics: (OOI)
 - *Do. Not. Do. It.: "It" being Using Small Groups in your Classroom without Structure*, presented by Deena Bisig and Amy Bratton
 - *TOOL UP: A Faculty Learning Community Experience with Technology*, presented by Kathy Chatfield, Tani McBeth, Loni Bramson, Becky Engel, Ben Moll, Jennifer Farney, and Teri Miller
 - *Building Student Success in Pre-College Courses*, presented by Donna White, Erin Schoenlein, Gail Liberman and Luanne Lundberg
 - *Assessment Strategies for an Inverted Mathematics Classroom*, presented by Carren Walker and Joan Zoellner
 - *Views: Basic Writers and Online Writing Instruction*, presented by Elizabeth Donley and Jill Darley
- On April 16, the Cannell Library Technical Services Department met with Technical Services staff from Portland Community College. The intent of meeting was to discuss and compare approaches to library system problem solving and procedures. The group also discussed how their institutions are preparing for the anticipated shared library system for the members of the Orbis Cascade Alliance. (OOI)
- Thursday, April 12, was Library Snapshot Day at Clark College Libraries. This state-wide project illustrated the importance of libraries for Washington's citizens through collection of statistics, stories and photographs. While visiting Cannell Library, Trustee Jack Burkman took several photos which were posted to Clark Libraries TwitPic. Visitors to the library were invited to share a comment about the library or snap a picture. These were displayed in the libraries for the remainder of the week. A selection of photos is available on the library website at <http://library.clark.edu/?q=content/library-snapshot-day>. Additional Library Snapshot Day photos can be viewed on the WA Library Snapshot Day Flickr page at <http://www.flickr.com/groups/walibrarysnapshot/>. (OOI)

Some highlights from the day:

- Number of visitors to Cannell Library: 2,388
- Number of items checked out from all of the libraries (Cannell, iCommons, SLC): 283
- Number of logins to full text search databases: 13,150
- Full-Text electronic resources downloaded: 1,114

FOCUS ON LEARNING

Comments from Clark students:

- *Everyone is really helpful and is always willing to stop what they are doing to help me.*
- *I love our library. Always a great place to study!*
- *I like the library here at Clark, it is nice and quiet, and a good place to get stuff done!*
- *I love libraries, books, librarians, space, help, knowing, and study spaces.*
- *The library is a wonderful and useful place to study, research, get help, and use computers for various school needs including signing up for classes.*
- *I love the library and it is a wonderful place to study, get access to the web and is full of resources. I could not live without it!*
- *The Student Learning Center gives me a lot of information. Let me know how to find my own aims. Thank you so much! Give me big chance to study English (tutor), computer skill, etc.*
- From March 1-4, Professor Patti Serrano had the opportunity to attend The Changing Face of Business Education Symposium in Tucson, Arizona. This conference brought together 20 business instructors from various regions of the country to focus on the Introduction to Business course (BUS& 101). This was the perfect occasion for faculty to discuss and exchange ideas and critical issues, to evaluate teaching methods and tools, and to learn from one another in both open forums and small groups regarding the Introduction to Business course. (OOI)
- Julie Lemmond, Accounting instructor, successfully certified her ACCT 201 course by meeting 95 out of the 95 possible points in the Quality Matters (QM) rubric and officially has a QM Certified Course! The QM toolset and process are: (OOI)
 - Based on national standards of best practice, the research findings, and instructional design principles.
 - Designed to promote student learning.
 - Integral to continuous quality improvement.
 - Part of an inter-institutional, faculty-driven, peer review process.
- The Bookstore's sales results for April 2012 were +10.6% over the comparable period last year. This brings the store's year-to-date total results, through April, to (5.6%) compared to last year. This difference is related in large part to the growth and success of the text book rental program. (AS)
- The Service & Leadership in the Community (SLIC) Program led a group of seven (7) students on a Weekend Service Expedition from April 20-22. The group removed 14 bags of garbage from the beach at Cape Disappointment WA State Park to commemorate Earth Day. The SLIC program has had an unprecedented number of international students participating. (SA)
- The ASCC Executive Council, Activities Programming Board, Peer Mentors, Student Ambassadors, their respective advisers and general students participated in the *First Friday Leadership Development Series - The Next Step: Career Fair Preparation*, presented by Barbara Jo Ivey from Career Services. During this session students learned the purpose and general guidelines for preparing a successful cover letter and resume, as well as how to develop a *60-Second Commercial* that they could use to network and market themselves when meeting potential employers. (SA)

FOCUS ON LEARNING

- A member of the College Prep & Transfer division represented Clark College at the Washington Academic Advising Coalition (WAAC) Spring Conference on April 20. This professional development experience provides an opportunity to network and collaborate closely with other community college representatives on tools, resources, and best practices related to the profession of academic advising. A session of particular interest for our division included streamlining ABE/GED/ESL transitions into college-level coursework. (SA)
- The Admissions Office (Recruitment) completed 14 recruitment events (college fairs and high school visits) during the month of April: Partners in Careers Fair, Legacy High School, Skyview High School, nConnect event at Lewis and Clark High School, nConnect at Hudson's Bay High School, Fort Vancouver Options Fair, Hudson's Bay Options Fair, Mountain View High School, GEAR-UP visit at Gaiser Middle School, Transfer Fair at Clark College, Summit View High School, Washington Career and Technical Sports Medicine Association (WCTSMA) Conference, Washougal High School, Prairie High School Special Education Resource Fair, and Columbia River High School. (SA)
- The Admissions Office hosted a group of 15 students from the Vancouver School District for a group tour on April 10. Participants received an admissions presentation and a general campus tour with an automotive/diesel focus. (SA)
- Corporate & Continuing Education developed a new promotion aimed at increasing class fill rates. The "Red Hot Seat Sale" promotion offered select class seats at a discounted rate and was promoted through e-mail marketing and the unit's social media channels. The promotion generated 51.7% fill rate in classes offered (93 seats sold out of 180 seats offered) and 28% of classes offered filled completely. (CCE)
- In preparation for the start of the Learning Lab at PeaceHealth Southwest, Corporate & Continuing Education Program Coordinator Pam McDonald completed training as a site coordinator for the Oregon Career Information System (CIS). CIS will be used as an assessment tool to help potential students determine if their interests are truly suitable for a career in healthcare. (CCE)
- Clark College was selected as one of 11 Plus 50 Champion Colleges that will assist in scaling up the Plus 50 Encore Completion Program as it reaches out to 100 colleges and 10,000 additional plus 50 students by 2015. Funded by the Deerbrook Charitable Trust and the American Association of Community Colleges (AACC), these newly designated "Plus 50 Champion Colleges" will assist with evaluating and supporting the 100 new Plus 50 Encore Completion colleges as they put in place programs to help baby boomers heading back to school to re-train for careers that give back.(CCE)
- Communications Specialist Hannah Erickson and Graphic Designer Jenny Shadley successfully completed the first issue of *Clark Today*, an entirely new, twice-yearly publication replacing the quarterly *Clark College Connections*. Working with many departments and stakeholders across the college, including both Instruction and Student Affairs, they were able to condense more than 30 pages

FOCUS ON LEARNING

of material into a streamlined 16-page booklet. Erickson also worked with the print vendor to determine the least expensive option that would still meet the college's needs. In all, *Clark Today* is expected to create savings of approximately \$85,000 in printing and postage during the next fiscal year. This project grew out of the efficiencies discussions during the college-wide budget process. Created under extremely tight deadline constraints, the publication is expected to arrive at the post office and on campus on May 18, in time to serve the needs of incoming students. (C&M)

- The college's summer enrollment campaign is underway. The campaign, planned by Marketing Director Brian Scott, began the week of May 7 and will conclude on May 31. Newspaper ads running in The Columbian, Battle Ground Reflector and Camas/Washougal Post-Record were developed by Lead Graphic Designer Wei Zhuang. The campaign includes 30-second radio ads on Z100, Wild 107.5, 97.1 Charlie, The Fan and 94/7 Alternative. The campaign will also be supported by streaming spots, display, online and web ad messaging. (C&M)
- Director of Marketing Brian Scott and Lead Graphic Designer Wei Zhuang have completed their work on a marketing program in support of the weekend degree program. It includes a newspaper ad to run in The Columbian, Camas/Washougal Post-Record and Battle Ground Reflector newspapers during the weeks of May 7 and May 14. The ad program, encouraging spring application for entry in fall, will be supported by college posters, brochures, postings/displays in Gaiser, and an email blast. (C&M)
- The Communications and Marketing team completed their work in support of Clark's newly-tenured faculty. Those efforts included a news release, new individual photographs, the invitations and PowerPoint slide show for the reception, a congratulatory web ad for the Clark College home page, and an article with photographs in *Clark 24/7*. (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

- In order to serve more students, the Student Learning Center (SLC) has expanded its drop-in tutoring services in language arts and math. Previously the SLC had four drop-in sessions per week; eight sessions are now offered, two of which are held in the evenings to accommodate students who attend night classes. In addition, the SLC has created several small groups taught by individual tutors for students with similar levels/needs. (OOI)
- Financial Aid has awarded \$60.4 million to 12,459 students. This compares to \$51.65 million to 12,208 students last year. Federal Pell, Loans and the State Need Grant continue to be our largest sources of funding. In addition, Clark has received 11,368 Federal Financial Aid Applications (FAFSA) for 2012-2013. This compares to 6,876 last year at this time and represents a 61% increase. (SA)
- A Health Occupations and Education Programs Advisor met with students from the On-Ramp to I-BEST class on April 23 to share program information about the Pharmacy Technician and Nursing Programs. The advisor shared information about each program's preliminary requirements, application and selection processes, estimated costs, and also provided general information on steps to begin as a new student at Clark such as placement testing and Financial Aid. (SA)
- A Health Occupations and Education Program Specialist presented an overview of the Health Occupations programs and advising services available at Clark to a group of approximately 40 students attending the Gateway Students of Color program on May 3. Goals of the presentation included increasing students' awareness and understanding of health occupations opportunities available to them at Clark, as well as encouraging students to access advising services. (SA)
- The College Prep & Transfer division at Clark hosted 27 colleges and universities at the Spring Transfer Fair on April 26. At this event, students were able to connect with admissions representatives to receive information on how to successfully transfer after their time at Clark College. In addition to meeting campus representatives, students collected printed materials on academic programs, financial aid and scholarship information, and tips on how to prepare an admission application. Clark College Advisors also staffed an information table for current and prospective students to ask questions about advising services and degree requirements. (SA)

EXPAND ACCESS

- Career Services collaborated with Business Technology instructors on curriculum development for the spring quarter BTEC 147 (Professional Self Development) course. The course included a class visit from the Career Center Manager to discuss college professional development resources and a requirement for each student to receive a resume critique at the *Career Days 2012* Resume Clinic. (SA)
- The Assessment Center has partnered with Vancouver School District's Jobs for American Graduates (JAG) program to provide COMPASS assessment at four Vancouver School District sites (Columbia River, Skyview, Fort Vancouver and Hudson's Bay) as part of a college transition program. A high school counselor at each site has been trained to proctor the COMPASS assessment as part of the pilot effort. (SA)
- Information Technology, Marketing and Communication, Business Services and Admissions staff met to begin the development process of an online admissions application fee payment option. (SA)
- Corporate & Continuing Education's eLearning team has completed production of a training video for the Clark College Emergency Building Coordinators. The video, funded through the Emergency Response Grant, will be part of a training hosted on Higher Ed Works. (CCE)
- The Computer Graphics program is working with Corporate & Continuing Education's eLearning team to train and place qualified students for internships at a local high-tech manufacturing firm. Students will assist with the development of the CCE supported Acellus training. (CCE)
- Webmaster Chris Concannon built a system for Employment Services to display work study jobs on the Clark website. The system shows jobs only to those students who are qualified, based on term, credits, residency, award code, and age. The input form of the system allows Employment Services to easily add, modify, activate and deactivate jobs. The system includes a quiz and many disclaimers. (C&M)
- Communications Specialist Hannah Erickson and Graphic Designer Jenny Shadley attended the roundtable discussion on Financial Aid with Sen. Patty Murray. The event was supported with a Flickr album and a companion story in *Clark 24/7*. (C&M) (C&M)
- Graphic Designer Jenny Shadley worked with Athletics to create an invitation, splash page and brochure for the annual Charity Golf Tournament that supports scholarships for student athletes. (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

- The following instructional programs and departments participated in the “Gateways: Student of Color Open House” on Thursday, May 3: Automotive Technology, CADD, Computer Science, Culinary Arts, Early Childhood Education, Engineering, Health Occupations, Machining Technology, Music, Surveying and Welding. Thanks to the faculty and staff in these areas for helping students of color learn more about educational opportunities at Clark College. (OOI)
- Trina Wing, a Clark College engineering student, won the Soroptimist International of Camas-Washougal first place and regional Women’s Opportunity Award. Shellie Johnson, a Surveying & Geomatics student, won the Technical Education Award. The awards acknowledge women who, through their personal or professional activities, have worked in extraordinary ways to improve the lives of women and girls. (OOI)
- NERD Girls held the first “Defeat the Geek” event on Wednesday, May 2. Over 100 students participated in four activities: Helicopters, Metric Mystery, Pasta Tower and Straw Aerodynamics. (OOI)
- NERD Girls is holding STEM mentoring and homework help sessions every Friday from 3-5 p.m. (OOI)
- NERD Girls led STEM related activities with students at the Boys & Girls Club on Friday, May 11. (OOI)
- On April 25, the Student Learning Center (SLC) hosted a computer literacy workshop designed for ESL students. Thirty four students attended and were introduced to basic computer skills and learned helpful technology related vocabulary. (OOI)
- In April, the Pathways Peer Mentor Program added a fourth mentor to the team: Rouke Chen, a student from Cambodia who has successfully progressed through the ESL program at Clark and is now working on getting her GED. Rouke will be a valuable member of the team because of her ability to relate well to the challenges Basic Education students face. She is very knowledgeable and will be able to direct students to the resources they need to be successful in reaching their goals. (OOI)
- Several Student Affairs administrators attended the Title IX training on sexual harassment and violence on April 2. In addition, members of the Admissions Office attended the presentation “Speaking in Tongues” on April 25. The presentation explored language immersion programs and their effectiveness in public education. (SA)
- Rosalba Pitkin, Outreach Coordinator, and Sirius Bonner, Special Advisor on Diversity and Equity, attended the Latino Resource Fair on April 15, 2012 at St. John the Evangelist Catholic Church. In addition to coordinating the event, Rosalba staffed a booth in the fair with Clark College information, she translated and read the Governor’s message; Rosalba also coordinated and conducted activities with dignitaries, and translated during the annual resource fair. The fair was created to help

FOSTER A DIVERSE COLLEGE COMMUNITY

the Latino Community with information about the education resources that they can use. Vancouver Mayor Tim Leavitt, Jorge Torres Mexican Consul from Portland, Oregon and Marc Boldt, Clark County Commissioner, welcomed the attendants. Former Mayor and Clark College Trustee Royce Pollard, City Council member and Clark College Trustee Jack Burkman, and President of Clark College Bob Knight were also in attendance. This was the seventh annual event, and the only public fair directed to the Latino community in the Vancouver area. This fair was sponsored by the Latino Community Resource Group (LCRG) with the help of Clark College who is a member of the group. The event was a success by serving approximately 600 people (ODE).

- During the month of April, the Office of Diversity and Equity hosted the first Affinity Group meetings. These monthly gatherings are held for staff and faculty from historically disadvantaged groups to network, support each other, and build community. Faculty and staff who identify with any of these groups are more than welcome to attend. The LGBTQI Faculty and Staff gathering was on April 16, the Female Identified Administrators gathering was on April 18, and the Faculty and Staff of Color gathering was on April 23 (ODE).
- On April 25, the first Community Reading Group meeting occurred. The Community Reading Group is a brown-bag lunch series open to all community members. The meetings happen once a month to discuss reading materials relevant to the work promoted by the Office of Diversity and Equity. The goal of these conversations is to engage all members of the Clark community in a congenial conversation that we hope will spark new ways of thinking about inclusivity and diversity. For April's gathering, we discussed the impact of class and socio-economic status on education using interactive, on-line games and quizzes along with articles to dissect the issues. More than 30 students, faculty, and staff attended (ODE).
- Rosalba Pitkin (ESL-Latino Outreach) represented Clark College minorities at the Community Planning Process (CPP) on April 18, 2012 at the YWCA. The Lutheran Community Services Victims Advocate Program which is part of the Crime Victim Services Center in Clark County, wanted to be more effective and proactive creating relationships with a broad of representation of different minority groups and organizations that may work with people who are victims of crime. The CPP group wants to provide insights about what is working well as well as how our community's response to crime victims could be improved. Therefore, this group wants to gather with other members of the community to discuss crime victim service prevention and shared direct service and outreach (ODE).
- On April 18-20, twenty Clark College students, Women's Studies faculty member Dian Ulner, Special Advisor on Equity and Diversity Sirius Bonner and Multicultural Retention Manager Felisciana Peralta attended the 22nd Annual Student of Color Conference that was held in Yakima, WA. The theme this year was "Forever Strong! Honoring our Past, Empowering our Future!" The keynote speakers were Dr. Gaye Teresa Johnson, Dr. Jeff Duncan-Andrade, Dr. Jared Ball and Head-Roc. The conference honored Alex Montoya for his excellent service to the Student of Color Conference. 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. Over 700 students from Washington State community and technical colleges were in attendance (ODE).

FOSTER A DIVERSE COLLEGE COMMUNITY

- The Latino Event Committee hosted the Celebración de Mi Gente, Día del Niño/Día del Libro (Day of the Child/Day of the Book) on April 27 from 5-7pm in Gaiser Student Center. There were many activities for children, such as make their own book, pictures with Oswald, face painting, and playing loteria. The children were able to read bi-lingual books with Spanish class students. There was a children's bi-lingual music concert given by Hugo Nava. The event was attended by over 350 children, students, college and community members (ODE).
- Rosalba Pitkin (ESL - Latino Outreach) attended the 44th Annual National Migrant Education Conference on April 29, 30, and May 1 and 2, 2012, in Portland, OR. The National Association of State Directors of Migrant Education (NASDME) encouraged the educational staff to provide an effective migrant education programs. The goal of the conference was to provide opportunities for learning and for continuing a relationship of collective work with schools and educators to ensure the children, youth and families a brighter future. Educators from all over the United States were present. Representatives of local universities such as Portland State University, Linfield University, University of Washington, Oregon State University and others were present (ODE).
- On May 3 for the GATEWAYS: Open House for Students of Color, the Special Advisor gave the opening remarks, and the Multicultural Retention Manager hosted a student panel of Clark students of color. The students spoke about how it was to be a student of color at Clark and the resources available to them (ODE).
- Multicultural Retention Manager Felisciana Peralta, Roslyn Guerrero, Peer Mentor Diane Robinson, and some Clark College students were invited to talk to Women's Studies 101 classes on May 8 to talk about racism from the perspective of the presenters. There were two classes with a total of 40 students. As presenters, we were able to answer students' questions about racism and share our experiences. Afterwards there was a follow up conversation (ODE).
- Employee Development will host a Leading from the Middle Human Resource training presented by The ASSOCIATION on Friday, May 25, 2012 from 9 am-4 pm on the main campus. This training will cover important topics for leaders, such as management and supervision, labor relations, effective recruiting, and legal issues. It is intended for those new to a leadership position, new to the Washington Community and Technical College system, or for leaders who have not attended this session in the past. (HR)
- The Employee Development Department will hold a Drug-Free Workplace training on the main campus, Thursday, May 31, 2012 from 1 pm-4 pm. This training is presented by the Washington State Department of Enterprise Services (formerly the Department of Personnel) and is intended for deans, administrative/exempt employees and classified supervisors. (HR)

FOSTER A DIVERSE COLLEGE COMMUNITY

- The online training system for full time faculty and staff has been fully implemented. Higher Ed Works provides training modules on a variety of compliance, safety, and professional development topics. Clark-specific training modules are currently being developed for several departments. (HR)
- Communications Specialist Hannah Erickson guest-hosted a “Thursday Talk” on diversity issues for the Diversity Center on April 26. (C&M)
- Communications Specialist Hannah Erickson and Graphic Designer Jenny Shadley supported both the 2012 Sakura celebration and the 2012 Celebracion de mi Gente through *Clark 24/7* articles and photos. Additionally, Jenny Shadley created YouTube videos and Flickr photo sets of both events, which Hannah Erickson helped to caption. (C&M)
- Webmaster Chris Concannon and Web Specialist Tahnya Huneidi developed a new online registration with back end database and administration area for the Gateways Student of Color event. (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

- For the second consecutive year, Clark College was awarded the Tree Campus USA designation for 2011. The award given, by the Arbor Day Foundation, recognizes dedication to forestry management and environmental stewardship on college and university campuses. (OOI)
- The Turf Management class planted a turfgrass/microclover mix east of Anna Pechanec Hall (APH) this winter. The mix is being monitored as an experiment to determine if such a mix is more sustainable than traditional turf grass. Watering and fertilizer needs are being compared to traditional campus turf as a possible sustainable option for the college in the future. (OOI)
- The Pharmacy Technician program represented Clark College at the Oregon Society of Health-System Pharmacists Annual Seminar held in Sunriver, OR, on April 20-22, 2012. Dawn Shults, Pharmacy Technician Department Head, and Heidi Fay, Pharmacy Technician Instructor, attended educational seminars and presented a Clark College Pharmacy Technician exhibit to promote the program and network with members of the Oregon/Washington pharmacy community. Three current Clark College students and one former student also attended the conference. (OOI)
- Cindy Myers, Director of Nursing, attended the CNEWS (Council on Nursing Education in WA State) conference held on April 25-27 in Spokane. Four strategic initiative workgroups were identified/formed: (OOI)
 - Partnerships
 - Seamless Articulation
 - Leadership Development (Director Myers is a member of this workgroup)
 - Stabilizing the Organization
- The Program Manager and a Program Specialist from the Health Occupations and Education Programs division hosted an information session presented by the University of Washington's MEDEX Northwest Physician's Assistant program on April 20 in Clark College's Teaching and Learning Center. More than 50 people attended the information session that was open to the community. Representatives from the University of Washington shared information about the growing field of Physician's Assistant practice, and admissions and program information about the MEDEX Northwest program. (SA)
- Four Health Occupations and Education Programs advisors and the Division Manager attended the Graduate Health Professions Information Fair hosted by Washington State University Vancouver on

RESPOND TO WORKFORCE NEEDS

April 26. These staff networked with and collected information from colleagues representing graduate health professions programs at colleges and universities across the nation. The information and connections will help the division support students interested in pre-professional healthcare education opportunities. (SA)

- Career Days 2012 started on April 19 and 20 with the very successful Career Clothing Closet. Clothing was collected from community members over a three week period (March 26 – April 18). More than 400 students attended the event and 246 of those students found free professional business clothing. Eight staff members and more than ten students volunteered their time to make the event possible. (SA)

The following week, approximately 275 students and community members attended nine workshops and skills-building sessions in preparation for the *Career Days 2012* Job Fair. Career readiness workshops began the week of April 23 with “Choosing a Career” where participants took a career assessment to match individual skills and interests to specific occupations, followed by the workshops “Effective Job Search Tools” and “Interviewing Skills”. (SA)

On April 25, approximately 800 people attended the Career Fair that ran from 11 am – 3 pm in the Gaiser Student Center. Forty-four (44) companies staffed tables at the fair and most of them had jobs they were ready to fill! Representatives from the different companies reported being very pleased with the event; they were impressed with how well prepared attendees were with their materials and introductions. We also saw many of the workshop attendees at the fair, dressed to speak with employers, resumes in hand, and certainly more confident as they approached company representatives. (SA)

- Career Days 2012 ended on April 26 with the College Transfer fair, a new addition to the slate of events. We had positive feedback about the inclusion of the Transfer fair and we were pleased that it broadens the scope of the week-long event. All in all, this event was an outstanding success and it could not have happened without the collaborative efforts of Advising, Communication and Marketing, the WSUV Career Center Director, a number of employers who presented workshops and the many, many volunteers that contributed to Career Days 2012. (SA)
- Corporate Education held a Lunch & Learn Event at the Corporate Learning Center at Columbia Tech Center on April 19, 2012. The guest speaker, Carlos Venegas, presented an overview of “Lean Office” to 34 attendees from local businesses. The event was promoted through online community calendars, e-mail marketing, social media and a front page cover story in the Vancouver Business Journal. (CCE)
- A special Weld “Boot Camp” was delivered through Clark’s welding department as a joint project of Educational Service District 112 and Corporate Education, marking the fourth program of its kind since 2009. This condensed program, offered to ten young men and women with limited educational options, tested their aptitude and interest for pursuing an education in welding as a living-wage trade. The 4-credit program mirrored the daily work and lifestyle of a full-time welding job in a two-week, full-day environment. Students had an opportunity to try stick, wire feed, and oxy-fueled welding techniques. Perfect attendance and daily early arrival were strict requirements for completion, and all ten students successfully passed the course. (CCE)

RESPOND TO WORKFORCE NEEDS

- Corporate & Continuing Education hosted executives from Farwest Steel on April 26, 2012. The visit included tours of the CADD, Welding and Machining labs and presentations by and discussion with faculty from those departments. Farwest was enthusiastic about the quality of Clark's programs and the college's efforts to teach to skills needed on the job. The company expressed interest in working with the college for corporate training, internships and hiring needs. (CCE)
- A comprehensive Lean training program for Christensen Shipyards, Ltd., funded through a SBCTC customized training loan and delivered by Corporate Education, was completed as of April 28, 2012. The company has been slowly recovering from an 80% workforce layoff that began in 2008 — a cultural shift for a yacht-building company that demands highly skilled craftsmen and precision processes. The Lean program trained 52 employees from multiple trades at all organizational levels, building a core team equipped to continually refine production processes and train new employees. Their current plan is to hire more than 100 employees within the next year. (CCE)
- Corporate & Continuing Education staff met with the following organizations and attended events to promote College corporate and community relations:
 - Robert Brown, WorkSource Area Director and Matt Sneed, Director of ResCare Workforce Service toured CTC and discussed teambuilding training.
 - Portland Human Resource Management Association luncheon.
 - Southwest Washington Regional Health Alliance steering committee meeting focused on the area workforce needs.
 - "How to Improve the Social Determinants of Health in Our Community" breakfast panel hosted by Kaiser Permanente.
 - Lynn Valenter, Chancellor of WSU-Vancouver to discuss the potential for an informal link between WSU-Vancouver & CCE workforce development efforts.
 - Clark County Rotary weekly meeting.
 - Nautilus Health Fair to promote Food & Wine program.
 - TetraPak to plan personal skills & communication training for company workers.
 - Northwest Natural Products human resources and maintenance management to organize a tour the company's production facility for Mechatronics faculty Chris Lewis. (CCE)
- Communications Specialist Hannah Erickson and Graphic Designer Jenny Shadley completed a feature article promoting Clark's new Health Informatics Information Technology program in the new *Clark Today* publication. (C&M)
- Web Specialist Tahnya Huneidi worked with Page Pallamouter to update the Employee Benefits web area on ClarkNet, providing information to prospective employees about open positions and benefits offered by Clark College. (C&M)
- The Communications and Marketing team has completed its wide-ranging support for the Career Clothing Closet and Career Days 2012. Newspaper ads running in the Independent and locally, as well as a wide variety campus banners and posters, were planned by Marketing Director Brian Scott and

RESPOND TO WORKFORCE NEEDS

produced by Lead Graphic Designer Wei Zhuang. Graphic Designer Jenny Shadley and Communications Specialist Hannah Erickson attended the Career Days and Clothing Closet to gather information for stories in *Clark 24/7*, YouTube Videos, and Facebook and Twitter updates. Director of Marketing Brian Scott volunteered to review resumes during Career Days. Well received by students and community residents, the Career Fair, held in the Gaiser Student Center, was attended by more than 40 regional employers. Attendance was estimated to be more than 800 people, a significant increase from last year's Career Fair. Media coverage was significant. (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

- National Volunteer Week was April 15-21, 2012. On Monday, April 16, the Student Learning Center (SLC) was recognized by the Vancouver City Council for the outstanding service of volunteer tutors in Clark College's Basic Education program. SLC Program Manager Suzanne Smith was there with several other local volunteer managers to receive the proclamation and praise by Vancouver Mayor Timothy Leavitt, who said, "Volunteers are using their talent, skills, leadership, and passion to bring hope for a better future and inspire others to serve". (OOI)
- The SLC hosted a tutor recognition event to celebrate the outstanding volunteer tutors, donors and friends who support tutoring. In the past year, 122 tutors have donated 6,730 hours serving over 750 students in the program. All of the gifts and prizes awarded at the event were donated by local merchants. SLC Program Assistant Jessica Sanders and AmeriCorps VISTA Desiree Wright were instrumental in soliciting and obtaining the donations which were valued at nearly \$1,000. Catering and venue rental for the event were also negotiated at greatly discounted rates. (OOI)
- During the week of April 2, Clark College Libraries' faculty and staff attended a total of 20 hours of vendor demonstrations as part of the RFP (Request for Proposal) process for a shared library system for the Orbis Cascade Alliance members. The Alliance is optimistic that the consortium will maintain its established timeline to identify a vendor for the system by its summer meeting in July. (OOI)
- Dean Blake Bowers was presented with a Patriot Award by the Employer Support of the Guard and Reserve (ESGR), a Department of Defense agency, in recognition of outstanding support of Army Reserve Captain Susan Nieman, nursing faculty instructor who is currently on deployment in Afghanistan. The award was presented by Art McCallum, ESGR ombudsman, and Joel Scott, ESGR Southwest Washington Chairman. The Patriot Award allows members of the Guard and Reserve to thank their civilian bosses for their support during military service. President Knight and Vice President of Instruction Tim Cook also attended the award ceremony. (OOI)
- The Emergency Management Planning Committee conducted a tabletop exercise April 25 attended by 19 participants. The scenario was based on a magnitude 7.0 earthquake occurring at 2 pm on a weekday. Participants were presented with a series of problem statements (initial earthquake, building collapse, fire in a lab, and possible need to shelter students and staff overnight) and tasked with initiating the Incident Command System. Discussion followed about possible responses to each of the problem statements, policy issues, ideas on how to organize the response and suggestions for improvement. (AS)

ENHANCE COLLEGE SYSTEMS

- The second annual Emergency Preparedness Fair was held May 2 in the Gaiser Hall Student Center. Over 200 faculty, staff, and students attended the event, which was designed to encourage personal preparedness. Participating community partners included Red Cross, Medical Reserve Corp, Student Nurses at Clark College, CERT, Clark County Public Health, Earthquake Tech, and IQ Credit Union. Environmental Health and Safety and the Emergency Management Planning Committee also participated. (AS)
- Environmental Health and Safety conducted noise sampling in the new Disability Support Services testing rooms in Gaiser Hall. Facilities Services is also working on additional sound-proofing in those spaces. (AS)
- Environmental Health and Safety conducted Hazardous Materials training for 32 employees at two Facilities Services safety meetings. (AS)
- Security and Emergency Management staff collaborated on an informational table at the 2012 Washington State Board for Community and Technical College's "Assessment, Teaching & Learning Conference". It was conducted May 2-4 at the Hilton Convention Center. The educational message highlighted campus readiness, security, and safety. (AS)
- Over 220 people participated in the April 21 Household Hazardous Waste, Block Foam, and Electronic Waste Collection event. Environmental Health and Safety staff assisted with the event, where 6,585 pounds of materials were collected for proper handling. (AS)
- A training session for the College's Emergency Building Coordinators (EBCs) was conducted April 13. Participants learned about their role in drills and emergencies, including how to provide information and leadership during evacuation, lockdown, and earthquake situations. Using funds from the federal Emergency Management in Higher Education grant, each EBC received a backpack safety kit with emergency supplies including building-specific maps detailing escape routes and assembly areas. Since last fall, Clark College has recruited and trained a cadre of 65 EBCs situated strategically throughout College properties. (AS)
- In April, two more employees completed Community Emergency Response Training (CERT) training provided by local fire departments. Clark College now has 52 trained Campus CERT members, which is the largest CERT group in Southwest Washington. The College provides modest scholarships (\$30), a CERT emergency kit, and training time to support this vital emergency readiness group. (AS)
- CERT members represented Clark College at the 2012 Clark County Citizen Corps Volunteer Training & Appreciation event April 26. This high-profile annual volunteer recognition event honors community volunteers and is attended by volunteers, staff, and elected officials. (AS)
- Emergency Management staff worked with CVTV on the filming of a College safety instructional video on April 24 and 25. The educational video will be delivered via Higher Ed works, and will help insure that all faculty and staff are trained in basic emergency response protocols. Funds for video production are from the Emergency Management in Higher Education grant. (AS)

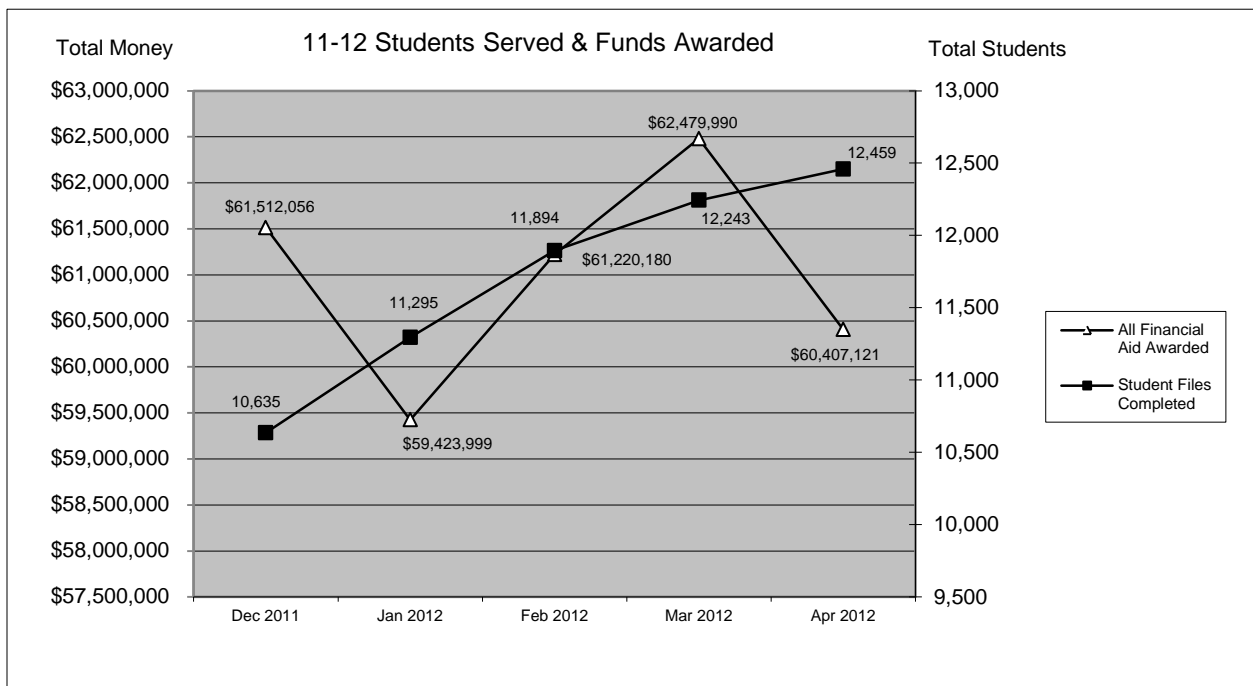
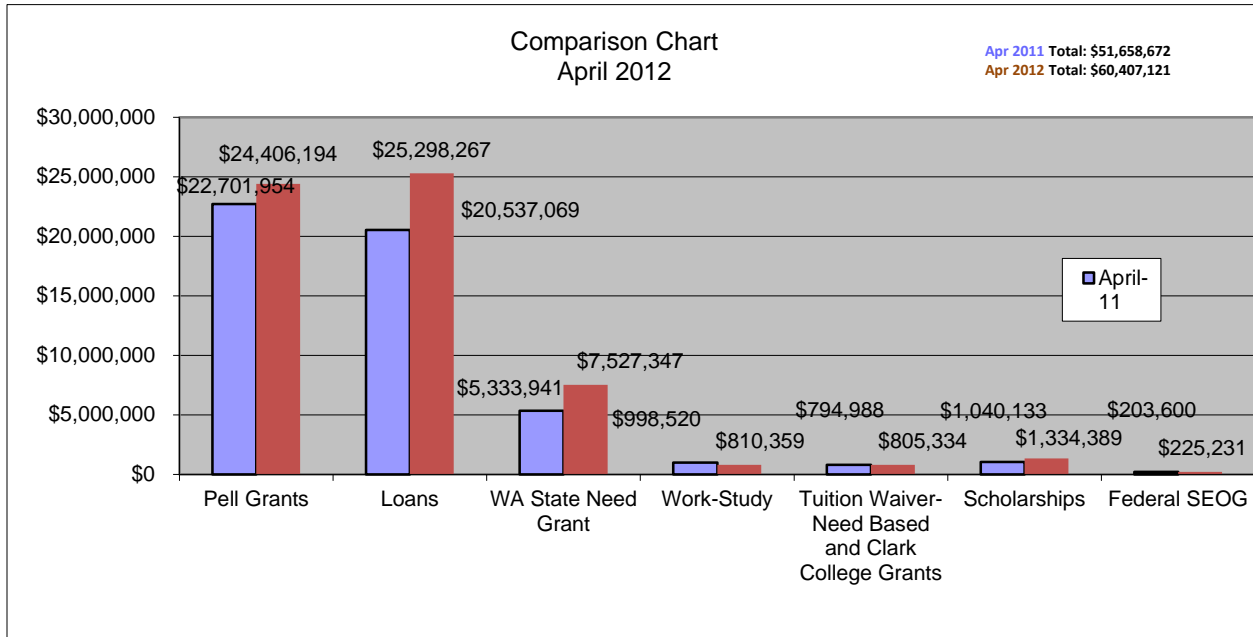
ENHANCE COLLEGE SYSTEMS

- Business Services staff partnered with Financial Aid staff to disburse \$10.3 million (6,856 transactions) in Financial Aid to students through the HigherOne electronic disbursement process. The installation of an additional ATM in Scarpelli Hall has eliminated the problems we encountered with down ATMs and long lines. (AS)
- Facilities Services is initiating the process of updating the College's Facilities Master Plan, last revised in 2007. Our Campus Architect, BLRB, will be working with a College-wide steering committee and specific work groups to prepare the update. (AS)
- The radon mitigation system that was installed in Baird, Bauer, and Anna Pechanec Halls is fully functional and has successfully passed the commissioning phase. Test results were below the EPA 4.0 picocurie limit in all locations. Long term (90 day) test canisters have been placed in locations with previously higher levels and results will be posted to the College master list when test results are available. (AS)
- The SBCTC is finalizing the roster of subject matter for expert volunteers from around the community and technical college system to participate on the ctclink RFP evaluation teams. Seven employees from Clark have volunteered to participate in the RFP evaluation process. Proposals are due from vendors the third week in June, and the apparent successful vendor will be selected in early September. (AS)
- The Director of Advising attended the Inter-College Relations Commission (ICRC) April 12-13 at The Evergreen State College. Representatives from two and four year institutions were in attendance to discuss transfer issues. Topics included a presentation from Western Governor's University (WGU) and a presentation from Washington State House Representative Chris Reykdahl. ICRC also discussed the impact of recent higher education legislation. (SA)
- Nine Clark College constituents attended the "Strengthening Sustainability Across the Disciplines and Across the Pacific Northwest" conference at Washington State University-Vancouver on April 20. The event, which focused on how to incorporate sustainable practices into higher education, was co-hosted by The Center for Social and Environmental Justice at WSU-V and Curriculum for the Bioregion, Washington Center for Undergraduate Education at The Evergreen State College. (SA)
- Webmaster Chris Concannon and Web Specialist Tahnya Huneidi have completed the following web projects: adding an option on the class schedule to show only "late start" classes; a new feature on the Classes Today application to send emails to specific students when a class is canceled at CCW or CTC; a new, a new, more user friendly system for Instruction to maintain the data for the college catalog; the new online Foundation scholarship application; a restructuring of the web information for the Faculty Excellence Awards including rebuilding the backend database, creating necessary stored procedures and configuring the nomination form and entry results page to work with the new database; and an online form for Instruction on ClarkNet named "Permission to Add Class". The form allows students to add a class without the signature of the instructor, and eliminates emails to registration from instructors. (C&M)

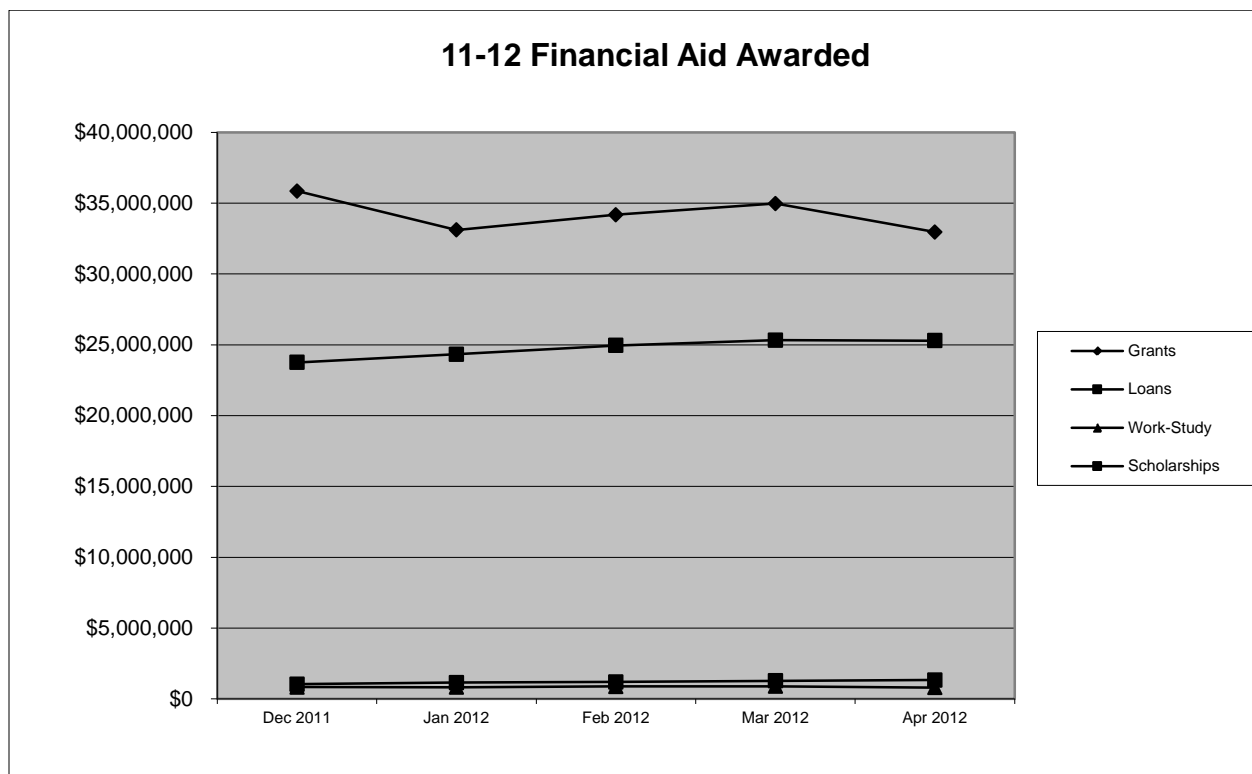
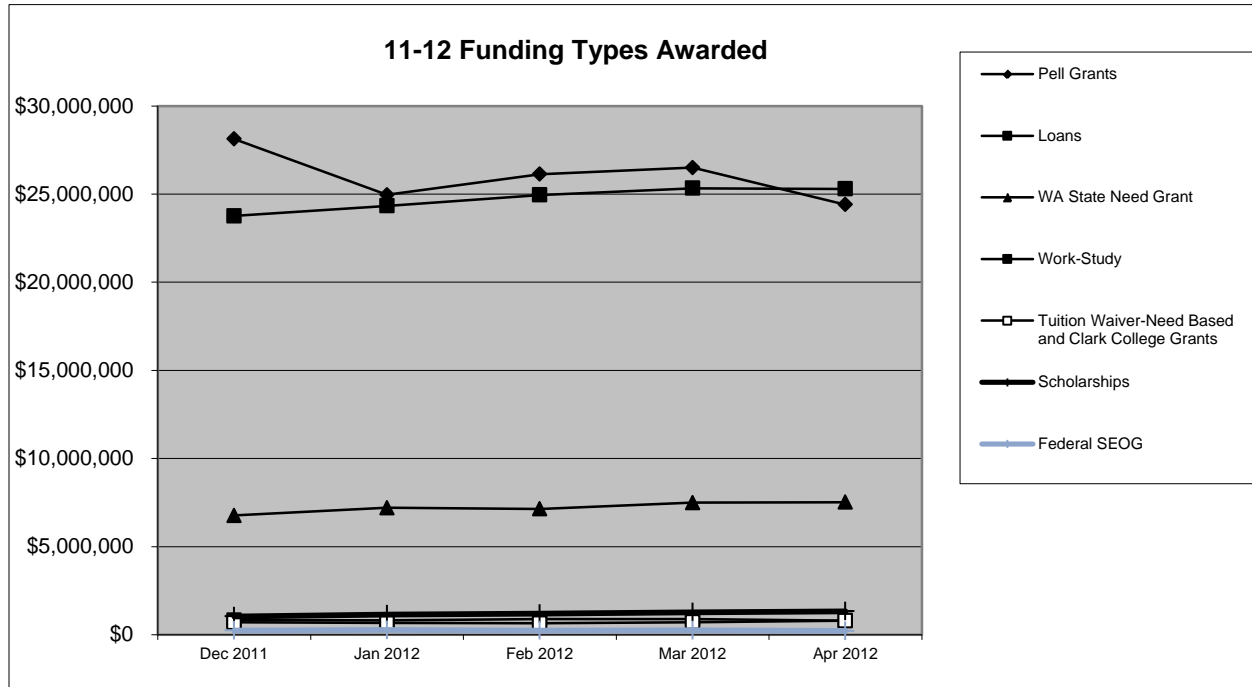
ENHANCE COLLEGE SYSTEMS

- Webmaster Chris Concannon and Web Specialist Tahnya Huneidi developed a test sign-up application with back end database for Willy Cushwa's biology class tests. Students, test location, date and time options are displayed according to database entries. Students sign up online for the test time and location they want (test times that are filled no longer show as options). The instructor has a view to display testers for each testing session. (C&M)
- Web Specialist Tahnya Huneidi generated tracking URLs to track results (click through) of the home page rotation ads from mid-April until the end of April. These ads generated 7,263 page views. Career Days and the Presidential Scholarship ads generated the most activity at 2,058 and 1,117 views, respectively. (C&M)
- Communications Specialist Hannah Erickson conducted a 30 Clicks presentation on Best Practices in Social Media When Representing Clark College. Her PowerPoint presentation will be archived on Cannell Library's 30 Clicks Web page as a resource for the college community. (C&M)
- Web Specialist Tahnya Huneidi provided a Contribute training session for new users. Contribute is a program that allows users to manage the content of their pages on the Clark College website. (C&M)

STATISTICS



STATISTICS



Clark College - Budget Status Report

April 30, 2012

Sources of Funds (Revenues)	2011-12 Budget	Revenues to Date	Difference	% Budget Received
Operating Accounts				
State Allocation	24,987,009	19,491,505	5,495,504	78.0%
Tuition	15,577,414	15,722,164	(144,750)	100.9%
Running Start	4,762,998	3,956,988	806,010	83.1%
Excess enrollment	11,386,504	11,270,000	116,504	99.0%
Planned use of prior fund balance	2,119,828	-	2,119,828	0.0%
Dedicated, matriculation, tech, cont ed	3,974,189	4,065,604	(91,415)	102.3%
Total Operating Accounts	62,807,942	54,506,261	8,301,681	86.8%
Other Accounts				
Grants & Contracts less Running Start	5,131,072	2,996,507	2,134,565	58.4%
Internal Support	644,495	548,008	96,487	85.0%
ASCC less PUB	1,642,919	1,474,996	167,923	89.8%
Bookstore	5,651,821	5,716,056	(64,235)	101.1%
Parking	469,228	499,399	(30,171)	106.4%
Auxilliary Services	1,830,408	1,387,521	442,887	75.8%
Financial Aid	53,444,805	60,324,398	(6,879,593)	112.9%
Total Other Accounts	68,814,748	72,946,885	(4,132,137)	106.0%
Total Sources of Funds	131,622,690	127,453,146	4,169,544	96.8%

Uses of Funds (Expenses)	2011-12 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
Operating Accounts				
President	902,960	556,341	346,619	61.6%
Vice President of Instruction	39,518,205	30,406,212	9,111,993	76.9%
Vice President of Administrative Services	11,276,908	9,494,672	1,782,236	84.2%
Vice President of Student Affairs	7,907,795	6,076,556	1,831,239	76.8%
Associate Vice President of Planning & Effectiven	491,544	374,111	117,433	76.1%
Executive Director of Corporate & Continuing Ed	885,030	740,754	144,276	83.7%
Executive Director of Communications	967,628	775,871	191,757	80.2%
Associate Vice President of Human Resources	857,872	569,794	288,078	66.4%
Total Operating Accounts	62,807,942	48,994,311	13,813,631	78.0%
Other Accounts				
Grants & Contracts less Running Start	5,131,072	3,709,750	1,421,322	72.3%
Internal Support Services	644,495	683,618	(39,123)	106.1%
ASCC less PUB	1,642,919	1,339,924	302,995	81.6%
Bookstore	5,651,821	5,429,066	222,755	96.1%
Parking	469,228	395,837	73,391	84.4%
Auxilliary Services	1,830,408	1,376,055	454,353	75.2%
Financial Aid	53,444,805	60,378,334	(6,933,529)	113.0%
Total Other Accounts	68,814,748	73,312,584	(4,497,836)	106.5%
Total Uses of Funds	131,622,690	122,306,895	9,315,795	92.9%
Difference - Excess (Deficiency)	-	5,146,251		
Move excess enrollment to local capital project		(560,000)		
Move CIS equip reserve to local capital project		(50,000)		
Net Difference		4,586,251	See note below	

Capital Projects- Expenses & Encumbrances	8,318,742	2,363,629	5,955,113	28.4%
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Note: Net difference is due to most of the tuition for the fiscal year has been received with 2 more months of expenditures to be made in May, and June.

CLARK COLLEGE
Fund and Cash Balances
as of July 1, 2011

		Fund Balance (minus non-cash assets) 6/30/11	Cash Balance (minus dedicated cash) 6/30/11	Required Reserves	Prior Commitments (prior to 7/1/11)	New Commitments (2011/12)	Total Available Cash
145	Grants and Contracts	3,103,448	2,922,903			600,155	2,322,748
147	Local Capital	(1,672)	(1,672)				(1,672)
148	Dedicated Local	5,719,882	2,238,353		1,189,991	999,333	49,029
149	Operating Fee	485,592	50,323				50,323
440	Central Store (Catalog)	51,625	51,625				51,625
443	Data Processing	915,869	910,348			910,348	-
448	Print/Copy Machine	(155,860)	(155,860)				(155,860)
460	Motor Pool	29,738	29,738				29,738
522	ASCC	1,644,576					-
524	Bookstore	2,882,248	2,882,248				2,882,248
528	Parking	287,216	287,216				287,216
570	Other Auxiliary Enterprise	931,090	396,105		28,535		367,570
790	Payroll (clearing)	236,648					-
840	Tuition/VPA	5,593,419					-
846	Grants - Fin Aid	(1,773,305)					-
849	Student Loans	36,069					-
850	Workstudy (off-campus)	(9,604)					-
860	Institutional Financial Aid Fun Reserves*	533,887		5,946,611			(5,946,611)
Totals		20,510,866	9,611,327	5,946,611	1,218,526	2,509,836	(63,646)

Prior Year Commitments

Date	as of July, 2011	Fund	Amount	Fund Total
7/1/2010	Temporary/Hourly Staffing	148	252,355	
7/1/2010	Coding Position	148	26,000	
7/1/2010	Summer Lab Setup - Mechatronics	148	5,200	
7/1/2010	Student Affairs Support	148	48,150	
7/1/2010	Instructional Support	148	260,000	
7/1/2010	Part-time IT Support	148	22,000	
7/1/2010	Tutoring Expansion	148	36,000	
7/1/2010	Additional TPC Staffing	148	20,000	
7/1/2010	Part-time Library Staff	148	16,500	
7/1/2010	Continuation of IT PT 1050	148	16,065	
7/1/2010	PT Instructional Techs	148	75,000	
7/1/2010	Incident Command Post	148	51,815	
7/1/2010	Strategic Planning Online System	148	10,485	
	Door Lock Project	148	100,421	
From April 2011 List				
2	Continued Increasing Cost of Back Ground Checks	148	20,000	
4	DBA Position	148	85,000	
8	Dental Hygiene Lab	148	60,000	
33	Development & integration of CCE website & student Mgmt System (CCE)	148	10,000	
40	2011-2012 Dues & Memberships	148	45,000	
43	Replacement of O/S Trash Cans	148	30,000	
				1,189,991
	Basic Events	570	18,535	
	Government Events	570	10,000	
				28,535
Total Prior Commitments				1,218,526

New Commitments July 1, 2011 to present

Date	as of July, 2011	Fund	Amount	Fund Total
One Time Funding Decisions on Budget Cut Document				
	Director of Grants (11-12 One time funds, 12-13 50% self support, 13-14 100% self)	145	82,772	
	Archer Gallery Director (11-12 One time funds, 12-13 50% self support, 13-14 100% self)	145	36,383	
8/15/2011	Silver Parking Lot Renovation	145	30,000	
8/9/2011	Move Fund Balance to CIS	145	425,000	
1/11/2012	Replace audio system at CTC	145	26,000	
				600,155
	Use of Funds Balance	148	167,865	
	.5 FTE Nurse Practitioner (11-12 One-time funds)	148	57,526	
8/9/2011	Demolition of Star Building	148	475,000	
8/25/2011	Marketing Printing of Fall Schedule	148	50,275	
8/30/2011	AED T-Building	148	1,500	
10/5/2011	HSC Counseling furniture	148	4,008	
11/9/2011	FT Faculty Vocational Stipend Increase	148	17,265	
11/30/2011	Title 9 Consultant	148	5,000	
1/11/2012	Testing and removing hazardous material from the Star building	148	75,000	
1/24/2012	LEAN Consultant	148	40,790	
3/1/2012	Salary Consultant	148	21,000	
4/18/2012	Custodial Equipment	148	27,000	
4/18/2012	TPC Rent Increase	148	57,104	
				999,333
	Mechatronics Equipment	443	475,000	
8/9/2011	Move Fund Balance to CIS	443	(425,000)	
	CIS Funds	443	860,348	
				910,348
Total New Commitments				2,509,836

3,728,362

Required Reserves

10% of \$59,466,106

5,946,611

SS

ACTION ITEMS--FIRST READING



MEMORANDUM

TO: Robert Knight, President

FROM: Tim Cook, Vice President of Instruction

DATE: May 10, 2012

RE: Sabbatical Requests for 2012-2013 Academic Year

The Professional Placement and Advancement Committee (PPAC) met February 7, 2012 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
Keith Stansbury	2	Fall 2012 and Spring 2013	NA	9/9/99	
Kanchan Mathur	3	Fall 2012, Winter 2013 and Spring 2013	NA	9/7/04	
Veronica Brock	2	Fall 2012 and Spring 2013	2002-2003 (F, W, SP)	9/14/95	
Roxane Sutherland	1	Fall 2012	2004-2005 (F)	9/8/92	
Marylynne Diggs	2	Fall 2012 and Winter 2013	2004-2005 (F)	9/10/98	

TOTAL 10

I recommend that all of the applicants on this list be awarded sabbatical leave. My recommendation constitutes a total of ten quarters for 2012 – 2013. Please let me know if you have any questions or need any additional information.

Enclosures
TC: tc
Cc: file

A RESOLUTION BY THE BOARD OF TRUSTEES, CLARK COLLEGE, SUPPORTING THE FOURTH PLAIN TRANSIT IMPROVEMENT PROJECT LOCALLY PREFERRED ALTERNATIVE

Recitals

As the board providing policy direction for Clark College administrative staff and school operations, the Board of Trustees engages in policy or endorsement actions with potential programs or projects that have an impact to or a benefit for the College.

Clark College sees itself as a community stakeholder and a partner with the City of Vancouver and C-TRAN on transportation matters affecting the college and its principal transportation spine, Fort Vancouver Way.

C-TRAN is currently analyzing transit improvement alternatives for its principal transit corridor, Fourth Plain and Fort Vancouver Way. A Corridor Advisory Committee (CAC), on which Clark College has a role, has recommended a Locally Preferred Alternative (LPA) for the Fourth Plain Transit Improvement Project.

C-TRAN's Locally Preferred Alternative Statement

The Locally Preferred Alternative for the Fourth Plain Transit Improvement Project consists of:

- *Transit Mode – Bus Rapid Transit in primarily mixed traffic.*
- *Project Termini – The project would extend from downtown Vancouver with an eastern terminus in the vicinity of the Westfield Vancouver Mall Transit Center. Future project extensions could consist of extending the corridor easterly to the vicinity of 121st Avenue and/or to 162nd Avenue.*
- *Alignment – The alignment being proposed would follow the Columbia River Crossing LRT route in downtown Vancouver then travel north on Fort Vancouver Way and turn east on Fourth Plain to serve the Westfield Vancouver Mall area and Transit Center with future Fourth Plain Corridor eastern extensions to 162nd Avenue.*

Future projects to extend the BRT corridor eastward beyond the Mall would likely consider cost effectiveness, ridership, environmental and funding parameters.

Findings

A large number of Clark College students use transit to travel to and from the main campus of Clark College on Fort Vancouver Way, as well as its satellite campuses. Student transit use helps alleviate parking management issues currently being experienced by the College at its main campus parking lots as well as on-street parking along Fort Vancouver Way. Many of these students currently use C-TRAN's Route 4, Fourth Plain, which does not travel down Fort Vancouver Way through the Clark College campus but instead has two stops that are approximately 1/3 to ½ mile from the heart of the College campus.

Long-term traffic modeling indicates that reducing the number of traffic lanes on Fort Vancouver Way would have substantial traffic congestion impacts within, and approaching, the Fort Vancouver Way corridor, which in turn causes delays for College students, staff and faculty entering and leaving the Main Campus.

Depending on the design and location of BRT stations on Fort Vancouver Way, there could be some reduction in on-street parking in the station areas. C-TRAN and the City of Vancouver have indicated that they intend to work with the College to develop BRT station designs that will attempt to minimize on-street parking loss while improving transit access and helping establish Fort Vancouver Way as a Great Street as called for in the City's Central Park Neighborhood Action Plan. Pedestrian crossing and safety improvements would also be considered in station design decisions.

BRT would increase peak transit frequencies to as little as 10 minutes in each direction and would have two stations in each direction within the College campus area. This would improve transit access for many College students in east Vancouver and would encourage a higher level of transit ridership for College students and faculty.

Resolution of Support

We understand that C-TRAN and the CAC have examined a number of transit options, including several BRT concepts, and have selected what they believe is the alternative which best meets the project's goals and objectives. We also understand that the CAC recommended that C-TRAN, the City of Vancouver, and Clark College staff work in partnership to develop BRT stations which minimize parking impacts, improve pedestrian safety, and create an urban design for Fort Vancouver Way that is more in tune with the Clark College Master Plan and improves the student and faculty experience along Fort Vancouver Way.

The Clark College Board of Trustees sees the recommended LPA, especially the provision of Bus Rapid Transit with its branded system and enhanced transit stations as a significant benefit for the community and the Clark College Main Campus.

The Board of Trustees hereby endorses the Fourth Plain Transit Improvement Project Locally Preferred Alternative and looks forward to Bus Rapid Transit in the community.

ACTION ITEMS--CONSENT

Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
April 25, 2012
Ellis Dunn Room GHL 213

Trustees Present: Mmes. Rhona Sen Hoss, Jada Rupley, and Sherry Parker; Mr. Jack Burkman.

Trustees Absent: Mr. Royce Pollard.

Administrators: Mr. Robert Knight, President, Dr. Tim Cook, Vice President of Instruction; Mr. Bob Williamson, Vice President of Administrative Services; Mr. Bill Belden, Vice President of Student Affairs; Dr. Darcy Rourk, Associate Vice President of Human Resources; Ms. Shanda Diehl, Associate Vice President of Planning & Effectiveness; Mr. Kevin Kussman, Associate Vice President of Corporate & Continuing Education; Ms. Sirius Bonner, Special Advisor for Diversity & Equity; Ms. Leigh Kent, Executive Assistant to the President.

Faculty: Prof. Kimberly Sullivan, AHE President; Professor Keith Stansbury; Computer Aided Drafting & Design (CADD)

Others: Ms. Lisa Gibert, CEO Clark College Foundation; Ms. Bonnie Terada, Assistant Attorney General; Messrs. Kenneth Blackwell, Keane Diffenbaugh, Johnathan Keck, and Zachary Perry, students.

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none">Chair Sen Hoss called the meeting to order at 5:05 p.m.The trustees did not hold a work session today.	
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 this evening.	

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	TOPIC	DISCUSSION	ACTION
II. C.	Constituent Reports 1. AHE	<ul style="list-style-type: none"> Ms. Sullivan's written report stood as submitted. She noted that the union and college have been having very good productive meetings over the past month. The union and college are very close to an early retirement/separation package for the faculty. Ms. Sullivan also thanked Ms. Bonner for accommodating her entire class today at the Diversity Center's first community reading event. 	
II. C.	Constituent Reports 2. WPEA	<ul style="list-style-type: none"> Ms. Waite reviewed the topics discussed at the recent Classified Open Dialogue with the President. There is concern among WPEA members about implementation of the Temporary Salary Reduction time off provision and proposed guidelines for staff to attend college events. The college and union have reached agreement on provisions for college vehicle safety and are close on pesticide and eye wash guidelines. 	<ul style="list-style-type: none"> President Knight clarified that attendance at college events should be consistent for all employees and guidelines should standardize the process. The college is also committed to training for all managers through the Leading from the Middle series.
	3. ASCC	<ul style="list-style-type: none"> Ms. Ferguson discussed Spring Welcome Week; applications for student government positions were distributed to interested students. April is Civics Month and many city and county representatives have visited and spoken at the college about community participation. President Knight also attended many of the sessions. They are planning many exciting events for May. 	<ul style="list-style-type: none"> Chair Sen Hoss thanked Ms. Ferguson for representing the students at the Sakura Festival.
	D. Foundation	<ul style="list-style-type: none"> Ms. Gibert distributed the Foundation's magazine, <i>Partners</i>, which includes this year's annual report. This is the second year the Foundation and college have collaborated on the magazine and she acknowledged Ms. Kerr and the Communications and Marketing Department for their support. As a result of the magazine, the Foundation has received donations from community members who read it and decided to contribute. Foundation ads will be run in the Columbian's print and website editions over the coming year. The Columbian has supported the Foundation for many years with in-kind donations and this series continues their support. Ms. Gibert attended a national foundations' conference last week and learned that all colleges are in need of private support more than they have ever needed previously. Community colleges are in the forefront of the need and are driving innovative foundation work in the United States. Ara Serjoie, Vice President of Development, will be presenting at the CASE Leadership Summit in July. He will discuss Clark Foundation's strategic plan and fundraising. 	

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	TOPIC	DISCUSSION	ACTION
	D. Foundation	<ul style="list-style-type: none"> Since January 2009, over eight million dollars has been donated for the completion of the dental hygiene lab. Ms. Gibert thanked the college for allowing the Foundation the honor to work with them to complete the project. 	<ul style="list-style-type: none"> Chair Sen Hoss asked Ms. Gibert to please thank the Foundation Board and staff members for their work in making this project a reality.
II. D.	Statements & Reports from Board Members	<ul style="list-style-type: none"> Chair Sen Hoss noted the revised timeline to complete the Presidential evaluation this year. The Board will hold an executive session in May to discuss the process. An executive session will be held in June with the President to discuss the evaluation. The Board will then discuss the evaluation in open session in August. Trustee Rupley offered her congratulations to this year's tenure recipients. She acknowledged how efficiently and smoothly the process took place this year and thanked Instruction for expediting this year's activities. 	
II. E.	President's Report	<p>STUDENT PRESENTATION</p> <ul style="list-style-type: none"> Mr. Belden introduced student Kenneth Blackwell. Mr. Blackwell is a United States Marine Corps veteran who returned to Clark after two tours in Iraq. He requested that the college consider offering prior credit for military experience and have a dedicated group of advisors who can shepherd vets through the college experience. <p>FACULTY PRESENTATION</p> <ul style="list-style-type: none"> Professor Keith Stansbury and students from the CADD, Engineering, and Aerospace classes (Keane Diffenbaugh, Johnathan Keck, and Zachary Perry) discussed a rocket competition project they worked on for NASA this past year. The competition was open to colleges throughout the United States and Clark was approved as a participant. Ultimately, the project was not submitted, but the students discussed their work and what they learned over the months they built the rockets. They displayed and discussed the actual rockets used in the project. <p>PRESIDENT'S REPORT</p> <ul style="list-style-type: none"> President Knight noted that enrollment is still above last year at this time due to the high number of Running Start students. Over enrollment is running 138% of budget. He acknowledged all the work done for the additional number of students with no commensurate increase in the number of staff. The Star Building demolition project has come under litigation due to issues between the contractor and the state. It is hoped that additional parking will be available on the site before the end of spring quarter. 	<ul style="list-style-type: none"> President Knight said that the college is considering the acceptance of competency credits for all adults and veterans to apply towards their programs of study from prior learning opportunities.

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	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<ul style="list-style-type: none"> Ms. Edie Blakely, Director of Career and Employment Services, highlighted this year's Career Fair. Over the last three days, 44 employers and over 800 students and community members have visited the college. In addition, 400 students attended the Clothing Closet event and workshops held by local employers. The college transfer fair will be held on April 26. Among the employers represented were Boeing, Costco, Insitu, and the US Army. President Knight thanked Barbara Kerr, Executive Director of Communications & Marketing, Michelle Golder, Special Projects & Activities Manager, and Jody Shulnak, Interim International Programs Manager, for planning and managing this year's Sakura Festival. The Women's Chorale provided wonderful Japanese music for the guests. The college and community continue to build on a very solid relationship with SEH and Sister City Joyo, Japan. April 21 culminated five years of work with the local NAACP, First Families, and local author Jane Elder Wulff who told their story in her book, <i>First Families of Vancouver's African American Community</i>. The project and book was inspired by former Clark employee, Carl Flipper, and recounted the stories of Vancouver's first African American families who moved into the community to work in the shipyards during World War II. The event was very well attended. Ms. Bonner provided an update on the Student of Color conference which took place last weekend in Yakima, WA. Ms. Bonner, Professor Dian Ulner, and Felisciana Peralta, Multicultural Retention Manager, chaperoned 20 students to the conference. Felis was among the conference organizers and received public recognition for coordinating the events. Former Dean of Enrollment, Alex Montoya, was honored as one of the founders of the conference. The first Community Reading Group event is scheduled to take place soon as are the several Affinity Groups which are being formed through the Diversity Center. Monthly events will be held for the college and local community members to visit and discuss topics or hear speakers on various diversity topics. Dr. Cook highlighted participation in the Welding Boot Camp which is held in partnership with ESD 112. The Camp provides 60 hours of welding experience for at-risk youth. In response to questions about in-state transfers, Director of Advising Andrew Long reported that Clark is fourth in the state in the number of students who transfer in to the University of Washington. The majority go to Washington State or Portland State Universities. Our students are doing well throughout the system. 	<ul style="list-style-type: none"> Ms. Blakely will gather available information on the number of students who have been hired as a result of the job fairs. Trustee Burkman said he was very pleased that the book project was completed before the city lost any of the elders who were able to recount their stories. Trustee Parker commented how very impressed she is with the number of active projects students and faculty undertook while on spring break. She suggested that the college reach out more to the eastern part of the service district (Stevenson) due to the great need in that part of the state. Trustee Rupley participated in the formation of the initial boot camp concept and reiterated how positively impacted the students are who take part in the program.

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	TOPIC	DISCUSSION	ACTION
III.	ACTION ITEMS		
	<div>CONSENT AGENDA</div> <div><div>Minutes from the March 28, 2012 board meeting.</div></div>		<div><div>MOTION:</div><div>The minutes of March 28 were corrected to reflect that Trustee Pollard left the meeting early due to a prior commitment. Trustee Burkman then made a motion to approve the Consent Agenda. The motion was seconded by Trustee Parker and were approved by the four trustees present. Trustee Pollard was not in attendance this evening.</div></div>
IV.	<div>FUTURE TOPICS</div> <div><div>C-TRAN (May work session)</div><div>Columbia River Crossing</div><div>CLE Update</div><div>Climate Survey—continued follow-up.</div><div>Diversity Operational Plan</div></div> <div><div>Diversity Update (June)</div><div>GISS Student Completion Data</div><div>K-12</div><div>Review of College Policies</div></div>		
V.	<div>DATE AND PLACE OF FUTURE MEETING</div> <div><div>The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, May 23, 2012 in the Ellis Dunn Community Room, GHL 213.</div></div>		
VI.	<div>EXECUTIVE SESSION</div> <div><div>There was no executive session this evening.</div></div>		
VII.	<div>ADJOURNMENT</div> <div><div>There being no further business, the meeting adjourned at 6:15 pm.</div></div>		

Rhona Sen Hoss
Chair

Leigh Kent, Recorder
May 3, 2012