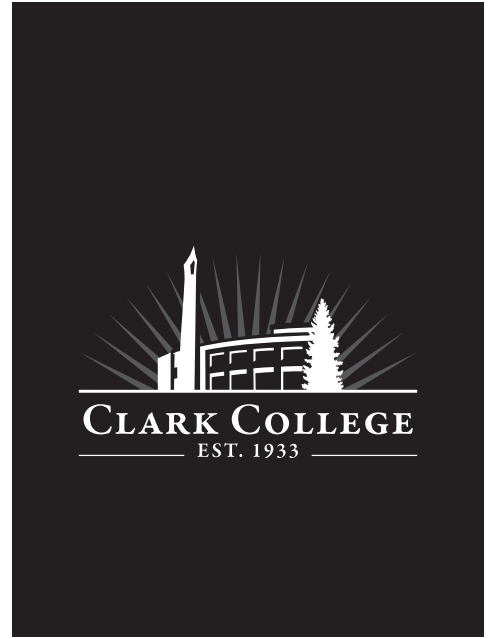


# Clark College Board of Trustees



**May 22, 2013**

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 Packet  
May 22, 2013**

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**CLARK COLLEGE BOARD OF TRUSTEES**  
**Wednesday, May 22, 2013**  
**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.**

- ♦ Climate Survey—*President Knight* 4:00-4:30
- ♦ ctcLink—*Susan Maxwell* 4:30-4:50

**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: Michael Wallace*  
*Faculty Presentation: Prof. Keith Stansbury and NASA Rocket Club Students*  
*Prof. April Duvic and Women's Choir*

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### **III. ACTION ITEMS**

#### **First Reading**

- ♦ Consideration of Tenure—Valerie Cline

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#### **Consent Agenda**

- ♦ Minutes from April 24, Board of Trustees Meeting

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### **IV. FUTURE TOPICS**

Accreditation Work Session, winter quarter  
CLE Update  
Climate Survey *(4/2013 work session)*  
College Safety *(added 12/2012)*  
Columbia River Crossing  
Diversity Operational Plan K-12  
Facility Plan  
Financial Aid Update—*possible individual meetings*  
Foundation Strategic Plan *(added 12/2012)*  
GISS Student Completion Data  
Review of College Policies  
Service Learning *(added 1/2013)*  
Staff Training *(added 1/2013)*  
Standard 2 Highlights  
STEM  
Student Completion *(added 12/2012)*  
Visit WSUV Nursing Program *(added 12/2012)*  
Workforce Development

### **V. DATE AND PLACE OF FUTURE MEETING**

*The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, June 12, 2013 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.*

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## PRESIDENT'S BOARD REPORT MAY 2013

### 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*

- Librarian Kim Read attended the *Assoc. of College and Research Libraries (ACRL) Conference* in Indianapolis, IN from April 10 to 13. Kim was awarded an ACRL 2013 Librarian scholarship to attend the conference. The purpose of the scholarship is to provide opportunities for librarians with five or fewer years of post-Master of Library Science experience to update their skills and knowledge by participating in an ACRL professional development experience. The committee received nearly 200 applications and Kim was one of 50 recipients. (OOI)
- On April 26 many Clark College faculty and staff attended the *Quality Matters Great Northwest Regional Conference* in Vancouver, WA. Quality Matters is a nationwide peer review process designed to promote and improve the quality of online education and student learning. Topics included the impact of Quality Matters, the course review process and experience, meeting Quality Matters standards and addressed online accessibility. (OOI)

Clark College eLearning has embraced the Quality Matters standards and includes both formal and informal Quality Matters reviews in the development process for new online and hybrid courses. This spring, the English department is having several ENGL& 101 and ENGL& 102 courses officially reviewed for Quality Matters certification.

A list of Clark College Quality Matters Certified courses is available online:  
<http://www.clark.edu/academics/eLearning/faculty/QualityMatters.php>

- Faculty Development launched a four-part series on classroom management strategies. Felisciana Peralta led a discussion on *Creating the Ideal Classroom Climate* April 16. Deena Godwin and Bevyn Rowland facilitated a presentation on *Handling Disruptive Students* April 30. (OOI)
- Professor Gene Johnson presented the two investment workshops for classified staff and faculty April 17 and May 1. *What to Buy and When to Buy* outlined basic investment strategies and *How Not to Run Out of Money When You Retire* provided insights on how to plan for retirement. (OOI)

## FOCUS ON LEARNING

- The first spring quarter presentation of *Effective Communication = Priceless*, a monthly, lunchtime workshop series sponsored by Communication Studies and Faculty Development, featured Instructor Lisa Sayles speaking on “Using Small Groups in the Classroom” April 17. (OOI)
- Clark College STEM hosted the WA State Science Olympiad tournament on Saturday April 13. The tournament offered over 700 middle and high school students from around the state the opportunity to compete in more than 50 different STEM events. More than 100 Clark students volunteered to assist 42 faculty and community experts in running the events throughout the day. (OOI)
- Professor Keith Stansbury and seven Clark Areospace Club students traveled to Huntsville, Alabama - April 15-22 to participate in the NASA University Student Launch Initiative, or USLI, for community colleges and university teams.

The NASA Student Launch Projects (SLP) challenges middle, high school and college students to design, build and launch a reusable rocket to one mile above ground level while carrying a scientific or engineering payload. SLP is managed by NASA Marshall Space Flight Center’s (MSFC) Academic Affairs Office and is comprised of two project elements: NASA Student Launch Initiative (SLI) for middle/high school teams and NASA University Student Launch Initiative (USLI) for community college and university teams.

USLI is a competition where teams are scored on each element of the project. SLI is not a competition; however, teams must first place in the top of the Team America Rocketry Challenge or the Rockets for Schools competitions to be eligible to participate in SLI. Once qualifying at either of these competitions, the qualifying teams must send one educator or mentor to a NASA Advanced Rocketry Workshop (ARW) held during the summer. (OOI)

- Mathematics professor, Garrett Gregor gave a “talk” on POGIL(Process Oriented Guided Inquiry Learning) calculus at the Oregon Mathematics Association of Two-Year Colleges annual conference in Lincoln City, OR on April 26. POGIL is a pedagogical method devised to teach process skills (such as collaboration and written expression) as well as content using an inquiry-based learning approach. (OOI)
- April is math awareness month! As always, Paul Casillas was outside the math department’s office with a white board encouraging students to solve a problem and win a \$1. These events always gather a large crowd and are a lot of fun. Students that fail to get a problem correct get candy. So everyone’s a winner. (OOI)
- Clark Orchestra Director Dr. Don Appert has been selected as a semi-finalist in the American Prize for Composition—Orchestra for his Concertino for Bass Clarinet and Strings. The work was premiered by Rocco Parisi of Italy with the Clark College Orchestra in March 2012. Congratulations to Dr. Appert for this formal recognition of his outstanding orchestral work! (OOI)

## FOCUS ON LEARNING

- Several advising staff members represented Clark College at the University of Washington's Community College Advising Conference on April 17. Advising representatives from the UW, in addition to community college advisors from across Washington State, participated to discuss how prospective students can successfully apply for transfer admissions to the UW. Topics of discussion included how to facilitate a successful transfer for students who are first-generation and low-income, academic programs and fields of study, and how students can best prepare for admission. (SA)
- The Assessment Center partnered with Information Technology to develop an online test sign-in application which will streamline the test check-in process for students and staff. In addition, the application will allow the department to track trends in service demands which will help in planning future service hours and offerings. (SA)
- Staff from the Department of Enrollment Services attended both the quarterly Admissions & Registration Council (ARC) meeting and the Washington Association of Collegiate Registrars & Admissions Officers (WACRAO) Conference in Moses Lake from April 24-26. ARC attendees received updates on ctcLink progress, training on PeopleSoft, and updates on new priority registration for veterans and LGBTQ data collection. At the WACRAO Conference, the Director of Enrollment Services presented a workshop on "First Generation Students" and attendees also learned of best practices. (SA)
- On Earth Day, Continuing Education's Cooking and Wine program participated in the "Grow Vancouver" event held at Clark College. Edurne Garcia, chef and program assistant for the Cooking and Wine program, was one of three local chefs that participated in the Spring Food Challenge. Each chef prepared a small plate course of food using produce from Clark County farms and local products purchased from New Seasons Market. Event attendees had a chance to sample courses and vote for their favorite chef. (CCE)
- Mature Learning Program Manager Tracy Reilly Kelly, represented Clark College as a "Champion/Mentor", and presenter at the Plus 50 Conference: From Credentials to Careers. The conference, held in conjunction with the 93rd Annual American Association of Community Colleges (AACC) Convention, was attended by more than 100 representatives from 82 community colleges. AACC recently launched a nationwide initiative to train 10,000 Baby Boomers in professions in healthcare, education, and social services. Attending the conference were seven experienced and 63 recently involved community colleges in this initiative, as well as representatives from 18 community colleges that also are involved in helping Baby Boomers complete degrees or certificates for in-demand jobs in healthcare, social services and education. (CCE)
- The Diversity Outreach Coordinator attended the White Privilege Conference in Seattle on April 10-13, 2013. She attended different workshops, such as Beyond Diversity Training, Ending Internalized Racism and Economic Oppression, Creating Social Justice in Organizations, the Color of Money-Brown Skin, the Color of Success. (ODE)

## FOCUS ON LEARNING

- The Diversity Outreach Coordinator attended the Intercultural Development Inventory (IDI) administrator training seminar in Portland on April 17-19, 2013. This seminar prepares participants to effectively use the IDI in order to increase intercultural competence at the educational institutes. The IDI is a cross-culturally valid and liable assessment tool for building intercultural competence and achieving cross cultural results. Intercultural Competence is the capability to accurately understand and adapt behavior to cultural difference and commonality. This seminar provides skills in effectively giving IDI individual and group feedback and strategies for gaining organizations' commitment for building intercultural competence using IDI. (ODE)
- On April 23, the Special Advisor for Diversity and Equity provided diversity training for the Business Services team. The training focused on the college's Diversity Plan and discovering intersections of identity and privilege. (ODE)
- The Employee Development Department sponsored and coordinated the following trainings and events during the months of March and April, serving a total of one hundred fifty eight Clark employees:
  - *Conflict Resolution training - The Joy of Conflict (2 sessions)*
  - *Effective Workplace Communication*
  - *Employee Assistance Program (EAP) orientation (2 sessions)*
  - *Human Resources Training Series – Accommodations 50+*
  - *ITS Information session – SharePoint (2 sessions)*
  - *New Employee Welcome*
  - *Preventing Violence in the Workplace*
  - *Procure+ Purchasing training*
- Clark College Employee Development is pleased to announce that the Employee Assistance Program (EAP) for staff and benefits eligible faculty went into effect March 1, 2013. This program is a free benefit to employees and their eligible family members and offers access to a variety of health and wellness services and resources including:

### Work and life services:

- Childcare / eldercare referrals
- Financial counseling and advice
- Legal discounts and consultations

### Daily living services:

- Event planning
- Travel planning
- Everyday errands

## FOCUS ON LEARNING

Free clinical consultations with licensed specialists for assistance with:

- Marriage, family and relationship issues
- Stress and anxiety
- Life balance
- Grief and loss

Member website access:

- Tips, tools and calculators to assist with finances, retirement planning and more
  - Health and wellness tools
  - eLearning programs
- To find out more, or to access the member website, visit:  
[https://intranet.clark.edu/departments/information/human\\_resources/eap.cfm](https://intranet.clark.edu/departments/information/human_resources/eap.cfm)  
(HR)

## 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*

- Congratulations go out to 14 Weekend Degree students who will graduate this June and two students who have transitioned directly to Concordia University and Warner Pacific to complete their Bachelor Degrees. The flexibility of the Weekend Degree Program leads to success for a wide variety of Clark College students. The program graduates range in age from 20 to 62, with an average age of 43. Weekend Degree works for students coming to college for the first time allowing them to graduate in just two years, and it works well for students who have been taking just a few classes at a time over many years. Each of our Weekend Degree graduates has his or her own unique story to tell, most are working full-time jobs and have family commitments, but the group still manages to achieve an average GPA of 3.24. (OOI)
- Beginning spring quarter, the Bookstore established a “food/drink” only register in order to accommodate student and staff demands during peak periods. This solution fulfills a commonly requested service and helps keep students and employees sustained and moving during a very busy period. The response was overwhelmingly positive, and food/drink sales doubled the first two days of spring quarter. (AS)
- The Advising Department coordinated and hosted eight University visits for the month of April, offering students individual transfer advising appointments or an opportunity to meet with an Admissions Advisor on a drop-in basis. (SA)
- Members of Advising participated in Clark College’s Career Fair as part of Career Days 2013 on Wednesday, April 24. At this event, the advisors set-up an information booth for current and prospective students to ask questions about advising services, degree requirements, and registration policies and procedures. (SA)
- The College Prep & Transfer division of the Advising Department hosted over 35 colleges and universities at our Spring Transfer Fair on April 25. At this event, students were able to connect with admission 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 come ask questions about advising services and degree requirements. (SA)

## EXPAND ACCESS

- The Assessment Center received a 97.5% satisfaction rate on the Pearson Vue testing site report card by students completing GED testing at Clark College. (SA)
- Enrollment Services, Business Services, and Financial Aid partnered with Communications and Marketing to create a comprehensive 'Important Dates and Deadlines' calendar web resource to guide students during the enrollment and registration processes. (SA)
- Eight recruitment and outreach visits were made in April to: Washington State Indian Education Associate Native Student College Fair/Focus Day, Central Catholic (OR) High School, GEAR UP: Future Leaders of the World, Pacific Northwest Association of College and Admissions Counselors (PNACAC) Spring College Fair, Clark College Transfer Fair, PeaceHealth Fair, Madison (OR) High School, and Hudson's Bay High School. (SA)
- Students from the Boys and Girls Club visited Clark's Career Center on April 10 and 19. Students received an informational presentation about career options. (SA)
- April visits to the college included 40 students from the Clatsop County School Talent Search program who received an admissions presentation, a campus tour and had lunch on campus on April 12; 50 students from Gaiser Middle School who received an admissions presentation, a mock lecture, a campus tour and ate lunch on campus on April 19; and 20 students from Hockinson Middle School who received an admissions presentation and a campus tour on April 23. (SA)
- Director of Marketing Brian Scott and Senior Graphic Designer Wei Zhuang collaborated to produce a college newspaper campaign to promote the May start of admissions and registration for Clark's 2013 summer session. The two-week mid-May program runs in the Vancouver *Columbian*, Camas/Washougal *Post-Record* and Battle Ground *Reflector* newspapers. Clark College television marketing messages will be broadcast on Comcast Spotlight and the YouTube Channel in southwest Washington. (C&M)
- The Diversity Outreach Coordinator coordinated the Latino Community Resource Fair on April 14, 2013 at St. Johns Catholic Church. In addition to staffing a booth in the fair with Clark College information, the Coordinator translated and read the Governor's message; she also coordinated and conducted activities with dignitaries, and translated during the annual resource fair. The fair was created in order to help the Latino Community with information about the community resources that they can use. Vancouver Mayor Tim Leavitt, Governor's Representative Schuyler Hoss, State Representative Luis Moscoso, State Representative Sharon Wylie, State Representative Monica Stonier, and Clark College Trustee and Vancouver City Council member Jack Burkman, welcomed the attendees. Former Mayor and Clark College Trustee Royce Pollard, Mexican Consul from Portland Oregon Minister Enrique Romero Cuevas, and Clark College President Bob Knight were also in attendance. This was the eighth annual event, and the only public fair directed to the Latino community in 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, serving approximately 500 or 600 people. (ODE)

## **EXPAND ACCESS**

- The Diversity Outreach Coordinator attended a meeting with the Commission on Hispanic Affairs in Mattaw and Moses Lake, WA on April 19-20, 2013. The focus of the meeting was education and how to communicate about the United States educational system with new Latino immigrants. (ODE)
- The Diversity Outreach Coordinator attended the College Access meeting with different educational administrators in the Vancouver area at Washington State University-Vancouver (WSU-V) on April 29, 2013. The meeting focused on opportunities to create partnerships between different levels of the education system (K-12, community college, University) and leaders in the community and support each other in order to help people of color in Clark County area. (ODE)



## 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*

- International Programs began their “Friday Friendlies” workshop series on April 12. Approximately 30 new and continuing students, staff, faculty and community friends attended the luncheon to welcome new students. (SA)
- International Programs concluded the World Affairs Council of Oregon: International Speakers Series ticket give-away in April for Clark College faculty, staff, and students. The last series of tickets were to participate in a public forum with His Holiness Dalai Lama at the Portland Memorial Coliseum on May 11. (SA)
- Three staff members in Advising presented a workshop at the Student of Color Conference in Yakima on April 12. The workshop was titled, “Mixed, Not Mixed Up: Understanding the Mixed Heritage Perspective and Claiming Intersecting Identities.” (SA)
- The statewide LGBTQ Student Success Initiative is in the early implementation phase at Clark College. Students from this population will be able to self-identify through our quarterly registration process. By having access to this information, Clark College will be better able to create programs, services and resources to support their success and completion. (SA)
- House Bill 1109 was passed by the legislature in April. This requires colleges to grant veteran students early registration priority. The Department of Enrollment Services is working to implement this change before winter of 2014. (SA)
- As of May 1, under the leadership of Multimedia Specialist Alison Pezanoski-Browne, Clark College's YouTube Channel and Vimeo videos have received 14,362 video views. This is an increase of 1,721 views since April 3, which means that views are increasing at a steady rate. The YouTube Channel has 51 subscribers, an increase of three subscribers since April 3. New content includes coverage of Arbor Day, the Cannell Library's Snapshot Day, the Sakura Festival, the Theatre Department's production of *reasons to be pretty*, the Spring Faculty Speaker Series, and an appeal for giving to the Mature Learning program from the Foundation. (C&M)
- On April 11-13, nineteen Clark College students and several staff and faculty attended the 23<sup>rd</sup> Annual Student of Color Conference in Yakima, WA. The theme this year was “Awakening Your Inner Scholar: Legacy, Resilience, Action.” The keynote speakers were Dr. Darryl Brice, Dr. Taupouri Tangaro, and Rinku Sen. 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,

## **FOSTER A DIVERSE COLLEGE COMMUNITY**

and expand the opportunities and possibilities for students to become agents of change. Over 1,000 people were in attendance from the Washington State community and technical colleges. The Multicultural Retention Manager was a co-chair for the statewide conference. Several Clark College faculty and staff were presenters at for various workshops. (ODE)

- 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 28 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, award winning author Carmen "T" Bernier Grand gave a children center presentation, and the Baile Folklórico performed various dances. The event was attended by 250+ kids, students, college members, and community members. (ODE)
- The Diversity Outreach Coordinator collaborated with different community groups such as Latino Community Resource Group (LCRG), OneAmerica, LULAC, and the Commission on Hispanic Affairs to have the Citizenship day at Clark College on April 27, 2013. During this event, Clark College students and community members attended to apply for citizenship. Attorneys, paralegals, and interpreters were there to give legal orientation to people who are applying for their citizenship. The event was sponsored by One America organization with the help of the office of Diversity and Equity. (ODE)
- On May 3 for the GATEWAYS: Open House for Students of Color, 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. There were four current Clark College students that were on the panel that spoke to about 40 attendees. (ODE)

## 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*

- Eleven *Independent* staff members and their adviser traveled to San Francisco from February 28 to March 3 for the annual Associated Collegiate Press convention. They attended workshops and training sessions on topics that included journalism ethics, digital story-telling, photography, design, editing, multimedia news and newsroom management. Their adviser, Dee Anne Finken, was a panelist in a workshop on assessing student work in a learning laboratory. Editor-in-chief Kyle Yasumiishi, meanwhile, was a panelist in a workshop on student management of a staff of a two-year college news operation. (OOI)
- On May 4, 2013, the Addiction Counseling Education Students (ACES) Club partnered with Prevent! Coalition to participate in the *Ads and Subtracts campaign*: A prevention and awareness effort to promote a healthy community by reducing alcohol, tobacco, and drug paraphernalia advertising in neighborhood stores where minors can enter. The Prevent! coalition partners include the ACES club, Clark County Public Health, Rotary International, Dream Big Community Center, and Strong Teens Against Substance Hazards and Abuse (STASHA) Clark County Peer Educators. The campaign is being funded by a state and federal grant monies. (OOI)
- Career Days 2013 began with the 9th annual Career Clothing Closet on April 18-19. More than 430 students attended the event, and about 300 of those students were able to find professional clothing to prepare them for the workforce. Thirty volunteers worked to make the event a success. The multi-day event continued on April 22-25 in Gaiser Hall providing assistance with career preparation, job search efforts, and resources to transfer for bachelor degree programs. New this year, the Penguin Passport, offered students who attended three or more workshops or events the chance to win prizes. The Passport also served as attendance verification for instructors offering extra credit. (SA)
- Approximately 435 students and community members attended ten workshops and skills-building sessions in preparation for the *Career Days 2013* Job Fair and Transfer Fair. New seminars included "Leveraging LinkedIn," presented by Julie Jenson, VP of Human Resources at Wacom Americas; "Online Applications," a panel presentation by recruiters from Peace Health, ACS Professional Staffing, United Parcel Service and TJ & Associates; "Hot Job Tips in the New Labor Market," presented by Gary Coleman of Portland Community College; and "The Value of Volunteering and

## RESPOND TO WORKFORCE NEEDS

Internships,” presented by Mariah Acton of Columbia Springs. Other seminars included “Build a Career through Networking”, “Choosing a Career”, “Cover Letter & Resume Building”, “Interviewing Skills”, and “How to Work a Job Fair”. At the Drop-In Resume Clinic, local professionals worked side-by-side with Career Services and other Clark College staff to provide one-on-one personalized resume and cover letter critiques. (SA)

- The Career Days Job Fair was another huge success with 50 vendors and nearly 900 attendees. Some of the employers represented include: WaferTech, Portland VA Medical Center, New Seasons Market, Enterprise Rent-A-Car, U.S. Bank, The Home Depot, UNFI, Farwest Steel, and The Boeing Company. In an exciting new addition this year, students also had the opportunity to have their professional profile photograph taken at the LinkedIn Photo Booth. Communications & Marketing Graphic Designer took 50 photographs in the first 50 minutes! (SA)
- On April 11, 2013, Michelle Giovannozzi, Director of Community and Corporate Partnerships facilitated a Millwright skills panel in partnership with Genevieve Howard, Dean of Workforce, Career & Technical Education and Jill teVelde, Associate Director of Instructional Programming & Innovation. Eighteen participants attended, representing 11 companies. The goal of the group was to gather current, relevant data on the demand and need for training maintenance workers. This information was solicited as input to the development of new Millwright certificate and degree programs. (CCE)
- Three articles in the Vancouver Business Journal were authored by and highlighted Corporate Education, including Associate Vice President Kevin Kussman’s article “Developing your Leadership “, Director of Community & Corporate Partnerships Michelle Giovannozzi’s article “Mind the Gap,” and a follow-on article entitled “ Land Here, Learn Here.” The latter highlighted Southwest Washington as a regional “hub” for higher education and included interviews with two companies who spoke of the training they have contracted with Corporate Education, Insitu and Thompson Metal Fab. (CCE)
- The State Board of Community and Technical Colleges (SBCTC) awarded Corporate Education two Customized Training Programs (CTP funding) in May for over \$162,000 in funding. Training will be delivered to Christensen Shipyards on the topics of Electrical Safety, Lean, Leadership and Trade Skills Development, as well as GiftTree for Sales and Management training. In addition, Corporate Education has contracted with Vancouver Public Schools to deliver Conflict Training and Washington State University Vancouver to deliver Time Management training. (CCE)
- Vice President Tim Cook and Associate Vice President Kevin Kussman made a presentation at the Greater Clark County Rotary meeting, May 2, 2013 on Clark College and what Clark College brings to the community. The presentation highlighted the history of Clark College, the many programs Clark College offers and the number of students in the community that Clark College serves each year. The presentation was well received, with audience members speaking up about the quality education Clark College provides and the positive impact Clark College has had for them or a family member. (CCE)

## RESPOND TO WORKFORCE NEEDS

- On May 10, 2013, Corporate & Continuing Education (CCE) Instructional Designer Mark Gaither participated in a speakers panel at the Washington State Medical Home Leadership Network & Great MINDS Summit in Tukwilla, WA. The conference focused on the effective referral and care coordination for families with developmental concerns. Mark presented information on the Patient Health Program currently under development as part of a partnership between CCE and the Southwest Washington Regional Health Alliance. (CCE)
- Corporate Education is partnering with the Mechatronics Department, the Southwest Washington Workforce Development Council, the Columbia River Economic Council, and WorkSource to hold an open house of the Mechatronics program. The event is scheduled for June 11, 2013 from 1:00 - 4:00 pm and will include information on the program and a tour of the laboratory. This event is part of the “Meet your Future Workforce” series the community partners are organizing to inform area business leaders of training and workforce development resources in Vancouver. (CCE)
- Corporate & Continuing Education staff met with the following organizations and attended events to promote College corporate and community relations:
  - Port of Vancouver’s annual report breakfast
  - Corporate Education hosted a Non-Profit Fair put on by Leadership Clark County and Non-Profit Network
  - Met with Columbia Gorge Community College to discuss potential partnerships in delivering corporate learning to companies located in the Gorge region
  - Southwest Washington Regional Health Alliance (SWRHA) steering committee meeting focused on the area healthcare workforce needs
  - Participated in meetings with City of Vancouver regarding city-wide reading event
  - Clark County Rotary weekly meetings
  - Northwest Interstate College Consortium (NICC) meeting for area Community Colleges to better serve the regions workforce and leverage resources
  - Clark County Target Industry Workforce Strategies work group between Clark College, WorkSource and the SW WA Workforce Development Council to prioritize strategies for target industry training needs and address any barriers/obstacles to working collaboratively
  - Meet with Mount Hood Community College and the Oregon Health Care Community to discuss training non-traditional healthcare workers
  - Employer visits included meetings with Cadet Manufacturing, the Southwest Washington Contractors Association, Ryonet, Port of Vancouver, SEH America and Bonneville Dam/Army Corps of Engineers. (CCE)
- Partnering with Career Services, Communications & Marketing team members have completed their work in support of Career Days 2013 with newspaper ads, a news release, web ads, video, Clark 24/7 coverage, promotion in social media, and photography on Clark’s Flickr site. Additionally, one of Clark College’s graphic designers initiated and staffed a photo booth at the Job Fair where 72 attendees received a free, professionally shot headshot to use in their LinkedIn profiles. The Job Fair featured more than forty employers from around the area to provide interested students and prospects with information about career opportunities and pathways. (C&M)

## **RESPOND TO WORKFORCE NEEDS**

- Communications and Marketing staff coordinated efforts to produce a web ad and multiple web content pages to promote Science in Action held at Clark College on Saturday, April 27. Science in Action features hands-on activities in science, technology, engineering and math (STEM) led by Clark College professors. The goal is to engage middle and high school area students who are interested in these classes and fields. The event is sponsored by the Clark College N.E.R.D. (Not Even Remotely Dorky) Girls Club. (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*

- On Monday April 22, the Environmental Club celebrated Earth Day at a co-sponsored event with local organizations Urban Abundance and Slow Food of SW WA. The event featured three local chefs, including Edurne Garcia of the Clark College Cooking and Wine School at CCE. The chefs prepared small plate dishes as part of a spring seasonal food challenge, with food from local farmers. Additionally, the club hosted a seed swap table, where more than 80 community members could pick up vegetable seeds to grow their own food. Finally, two local farmers were featured as speakers, including Garrett Hoyt an adjunct in Health and Physical Sciences, and a composting talk from Waste Connections. The key message behind the event was to connect Earth Day and the local food movement as a way to promote sustainability. (SA)
- In summer 2013, the Bookstore will be rolling out a test pilot for electronic textbook adoptions for faculty and administrative staff. This new service will provide true historical information for faculty reference, extend the option of approval controls to departments, streamline the distribution process, and create considerable efficiencies for Bookstore staff by eliminating data entry upon receipt. (AS)
- Campus Community Emergency Response Team (CERT) members brushed-up on emergency response skills during their April 23 refresher training. The two-hour session was attended by 20 of the 58-member, all-volunteer CERT group. There were three, 30-minute sessions: light search and rescue led by Safety and Security Director Ken Pacheco; triage and head-to-toe assessment led by Bookstore employee Ali Hallenbeck; and a behind-the-scenes tour of Facilities (focusing on items that would come in handy during an emergency) led by maintenance mechanic Jean Roniger. Staff from Risk Management Services and the Emergency Management Planning Committee organized the in-house training activity. Clark College proudly hosts the largest CERT group in Southwest Washington. (AS)
- Sixteen members of the day Facilities Services staff received Hazard Communication training during their safety meeting. Environmental Health and Safety staff also conducted role-specific Confined Space training for seven members of Facilities Services; and Information Technology for one employee. One ergonomic consultation was performed. (AS)
- Clark College's two new emergency generators are fired-up and ready for use during an emergency or power interruption. The generators were purchased with Emergency Management in Higher Education funding and one-time matching funds provided by the College. Each is contained in a

## ENHANCE COLLEGE SYSTEMS

covered, two-wheel trailer, and stored in a sheltered area on the north side of the AA5 Building. Each Magnum MLG25 diesel generator can produce 25kW (kVA). Compatible connections include 120/240 Volts (V) 1 phase, and 208V or 480V 3 phase. Additional diesel fuel is stored at the Facilities Services equipment yard. The tanks run on battery power, making them usable during a power failure. Facilities staff members perform monthly maintenance and fueling to insure the equipment is ready for an emergency. (AS)

- Psychological First Aid (PFA) training was presented to College counselors, members of the College's Behavioral Intervention and Threat Assessment Team, and members of the Crisis Intervention Management Team (CIMT) on April 19. The PFA refresher training focused on how to support emergency mental health needs following a significant incident at the College such as a major fire, earthquake, or active shooter event. Providing a team of trained people to deliver PFA in traumatic circumstances is considered a best practice in emergency management, and was included in the College's federal Emergency Management in Higher Education grant. The goal in presenting the information to College's counselors is to enhance the potential for sustainability of the employee CIMT group, formed in 2012. (AS)
- The SBCTC ctLink project team is hosting a series of workshops over the next five weeks to solidify the foundational elements of the project. Subject matter experts (SMEs) from the colleges are meeting in Bellevue or participating in the sessions via WebEx. In these "Foundation Decisions" workshops, the SMEs are receiving an in-depth introduction to the various functions of the new Oracle PeopleSoft software and are providing feedback from the individual college perspective to insure that all requirements are identified and addressed at this crucial stage of the project. The fundamental decisions made at this stage of the project will set the course for all subsequent work.

Clark College has a number of dedicated SMEs who are devoting significant amounts of time to participate in this important work.

For those who would like to receive regular updates on the ctLink project from the SBCTC project team, subscribe to the ctLink project blog at <http://ctclink.wordpress.com/>. (AS)

- The Executive Cabinet approved the College's three-year IT Strategic Plan in principle at its May 7 meeting. The Cabinet emphasized that the financial resources needed to fully execute the plan have not been identified for all activities listed in the plan and that some activities may be shelved or delayed until funding becomes available. The Cabinet approved the expenditure of \$350,000 one-time funds to begin the upgrade of critical network infrastructure components. Other IT Plan activities will be reviewed and prioritized with other institutional needs. Funding for approved activities will be provided as funding sources are identified. (AS)
- 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 students' programs of interest. A group of three students interviewed the advisor about the Nursing program; another group of four students interviewed the advisor about the Phlebotomy program. The advisor shared information

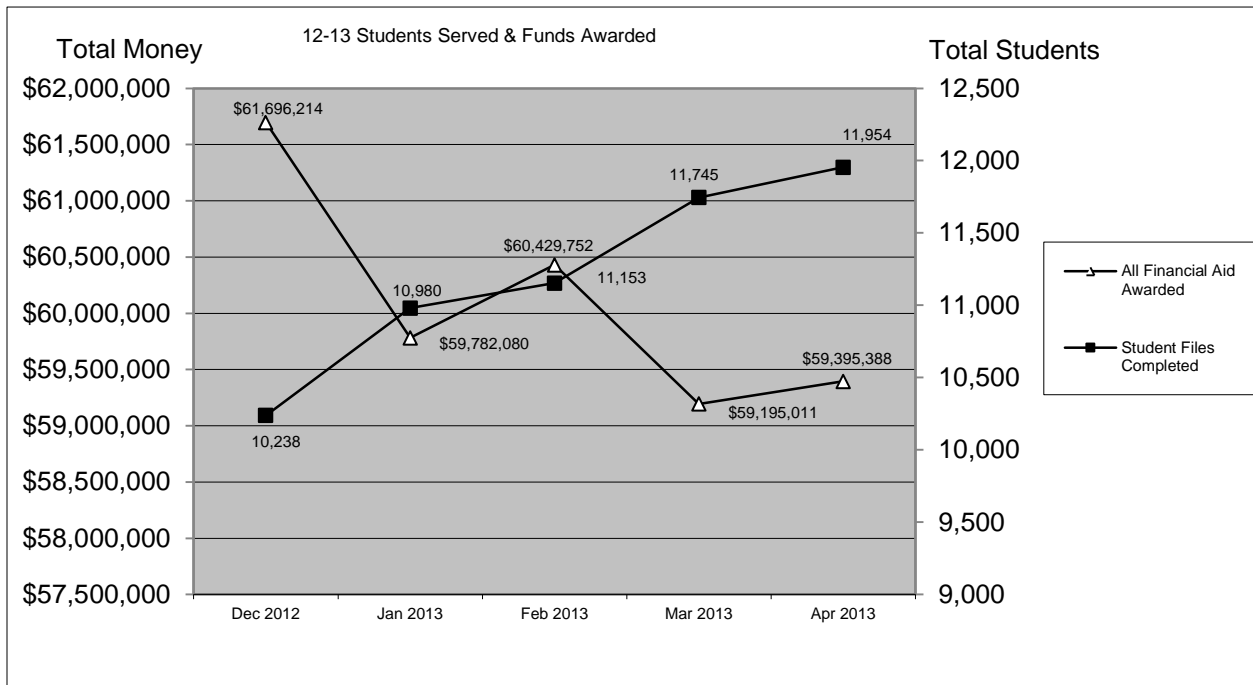
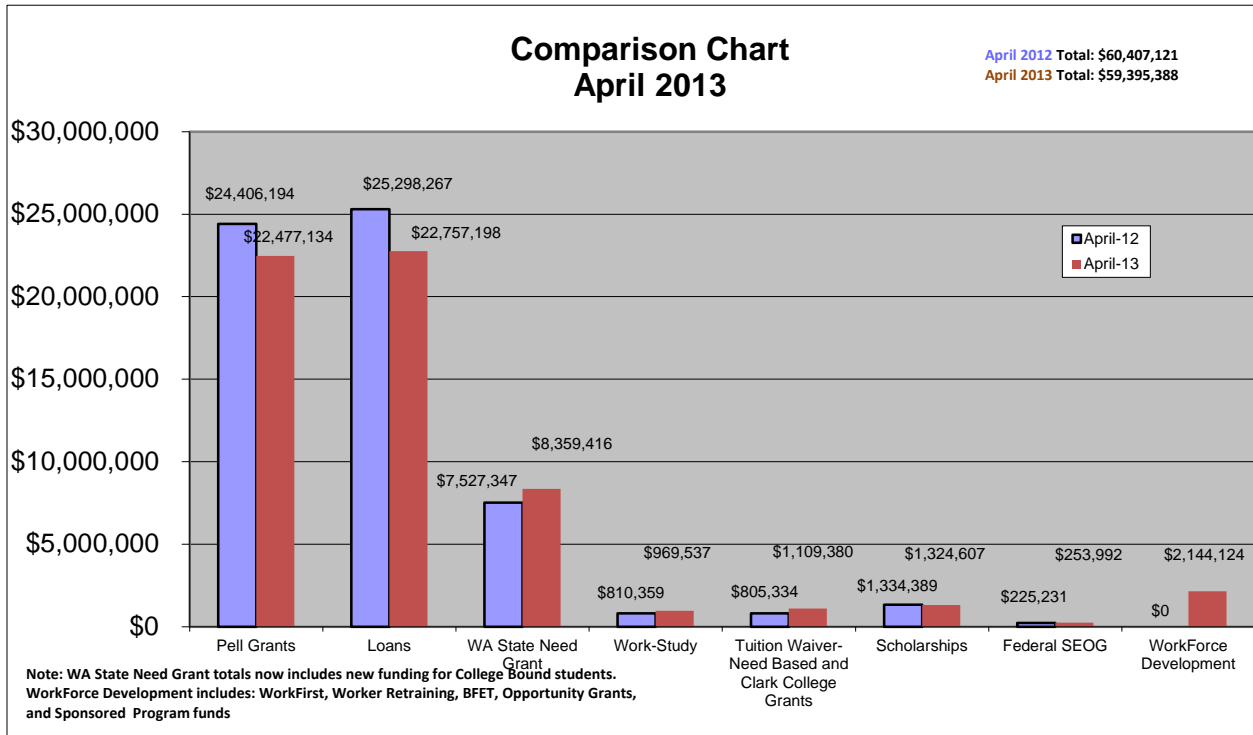


## ENHANCE COLLEGE SYSTEMS

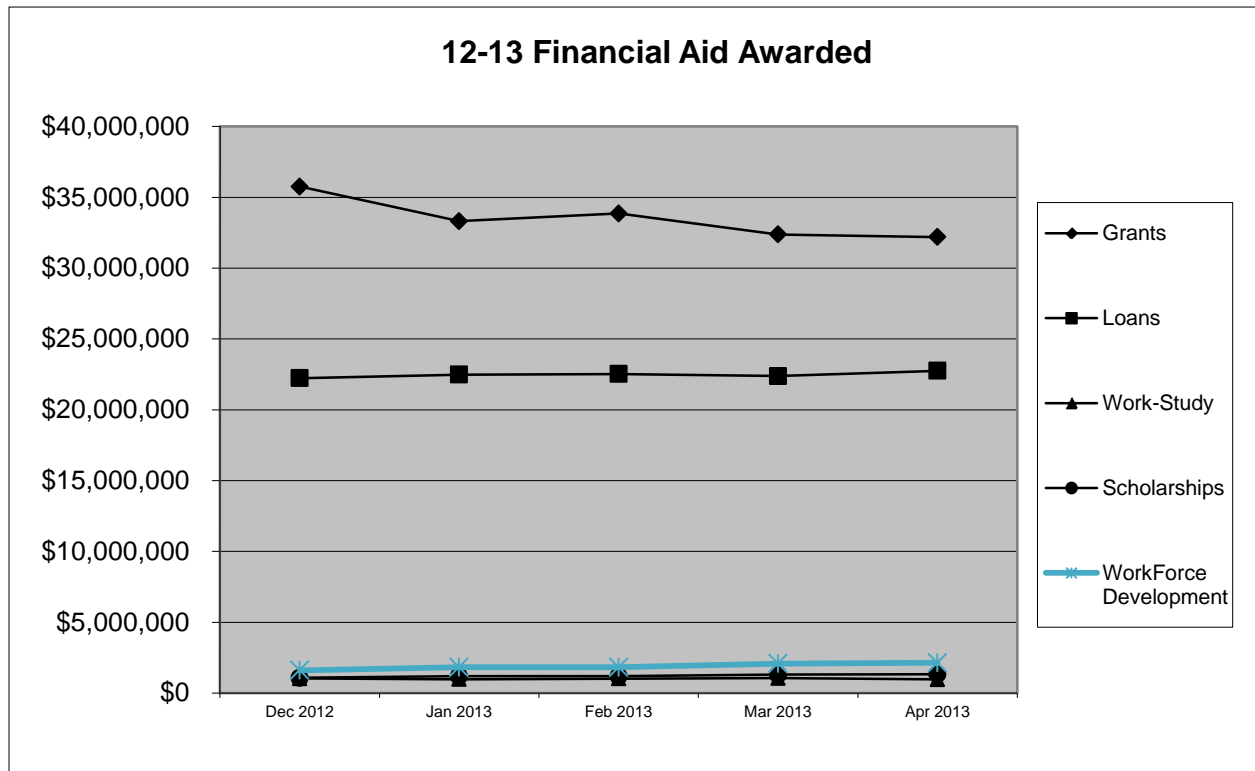
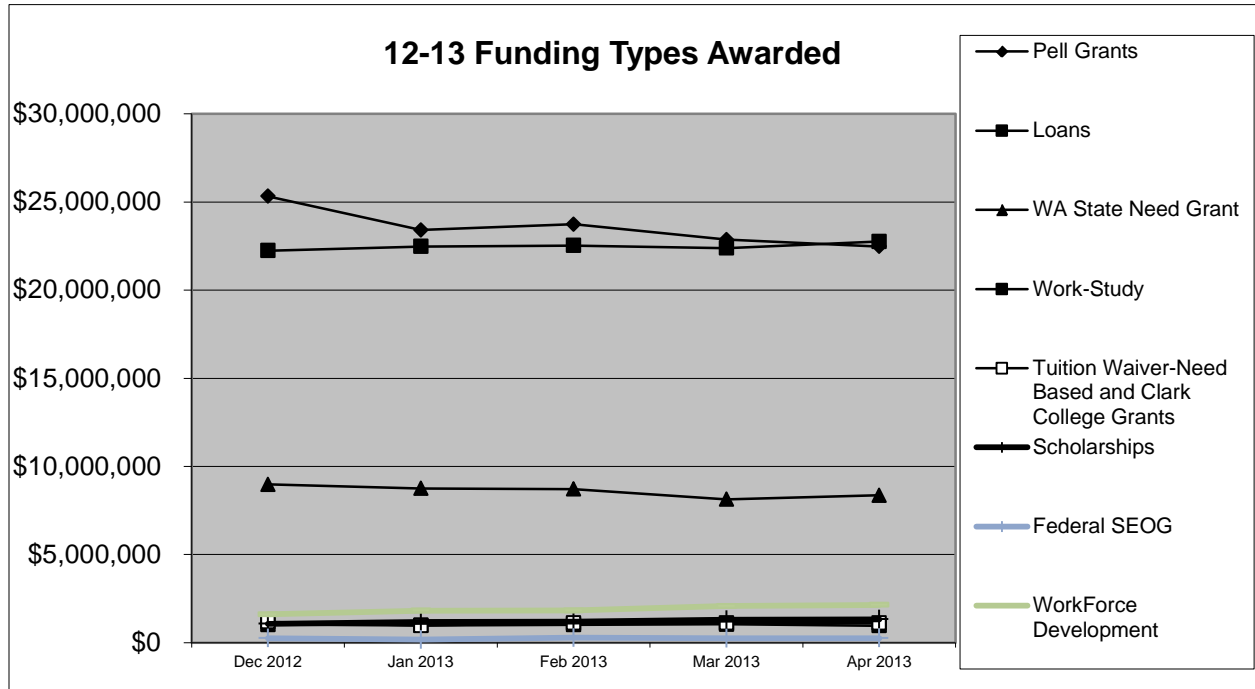
about the programs' preliminary requirements, application and selection processes, estimated costs, and also provided general information on steps to begin as a new student at Clark College such as placement testing and Financial Aid. (SA)

- A Health Occupations Advisor represented Clark College with the Student Recruitment Specialist, a Nursing faculty member, and three Clark Nursing students at an Education Fair held at PeaceHealth Southwest Medical (PHSW) Center on April 25. Representatives were available exclusively to the PHSW staff to answer questions about Clark programs, educational opportunities, admissions steps, and more. (SA)
- Registration, Admissions, Recruitment and Testing are now all organized under the Department of Enrollment Services. The groups have started cross-training and attending shared meetings in an effort to improve communications internally while allowing students the ability to have questions about admissions and registration answered by the same person. (SA)
- The Assessment Center partnered with the Evergreen School District to provide COMPASS math testing to all high school juniors enrolled in Intermediate Math III during the month of April as part of a forecasting and curriculum evaluation project initiated by the district. Over 1,500 COMPASS exams have been administered to the sites. (SA)

## STATISTICS



## STATISTICS



**CLARK COLLEGE**  
**Fund and Cash Balances**  
as of July 1, 2012

		<b>Fund Balance</b> (minus non-cash assets) <b>6/30/12</b>	<b>Cash Balance</b> (minus dedicated cash) <b>6/30/12</b>	<b>Required Reserves</b>	<b>Prior Commitments</b> (prior to 7/1/12)	<b>New Commitments</b> (2012/13)	<b>Total Available Cash</b>
<b>145</b>	<b>Grants and Contracts</b>	4,168,307	3,915,921		18,010	1,170,936	<b>2,726,975</b>
<b>147</b>	<b>Local Capital</b>	(45,594)	(45,594)				<b>(45,594)</b>
<b>148</b>	<b>Dedicated Local</b>	4,385,002	589,666		149,418	732,576	<b>(292,328)</b>
<b>149</b>	<b>Operating Fee</b>	(9,531)	(14,531)				<b>(14,531)</b>
<b>440</b>	<b>Central Store (Catalog)</b>	52,107	52,107				<b>52,107</b>
<b>443</b>	<b>Data Processing</b>	867,559	867,559			867,559	<b>-</b>
<b>448</b>	<b>Print/Copy Machine</b>	(78,264)	(78,264)				<b>(78,264)</b>
<b>460</b>	<b>Motor Pool</b>	37,286	37,286				<b>37,286</b>
<b>522</b>	<b>ASCC</b>	1,978,205					<b>-</b>
<b>524</b>	<b>Bookstore</b>	3,181,701	3,181,701				<b>3,181,701</b>
<b>528</b>	<b>Parking</b>	341,281	341,281				<b>341,281</b>
<b>570</b>	<b>Other Auxiliary Enterprise</b>	974,127	422,077		28,535		<b>393,542</b>
<b>790</b>	<b>Payroll (clearing)</b>	220,777					<b>-</b>
<b>840</b>	<b>Tuition/VPA</b>	6,885,571					<b>-</b>
<b>846</b>	<b>Grants - Fin Aid</b>	(1,900,508)					<b>-</b>
<b>849</b>	<b>Student Loans</b>	36,069					<b>-</b>
<b>850</b>	<b>Workstudy (off-campus)</b>	(2,929)					<b>-</b>
<b>860</b>	<b>Institutional Financial Aid Fur Reserves*</b>	587,697		6,197,763			<b>(6,197,763)</b>
<b>Totals</b>		<b>21,678,863</b>	<b>9,269,209</b>	<b>6,197,763</b>	<b>195,963</b>	<b>2,771,071</b>	<b>104,411</b>

## Fund Balance Less Commitments

<b>Available Fund Balance Before Commitments</b>	<b>9,269,209</b>
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<b>Prior Year Commitments</b>				
<b>Date</b>	<b>as of July, 2012</b>	<b>Fund</b>	<b>Amount</b>	<b>Total</b>
7/1/2011	Archer Gallery Director (12-13 50% self support, 13-14 100% self)	145	18,010	
				<b>18,010</b>
7/1/2010	Coding Position	148	18,500	
7/1/2010	Incident Command Post	148	17,772	
7/1/2011	Door Lock Project	148	6,056	
1/24/2012	LEAN Consultant	148	37,829	
3/1/2012	Salary Consultant	148	10,500	
4/18/2012	Custodial Equipment	148	9,815	
4/18/2012	TPC Rent Increase (12-13 amount)	148	48,946	
				<b>149,418</b>
7/1/2011	Basic Events	570	18,535	
7/1/2011	Government Events	570	10,000	
				<b>28,535</b>
<b>Total Prior Commitments</b>				<b>195,963</b>

<b>New Commitments July 1, 2012 to present</b>				
<b>Date</b>		<b>Fund</b>	<b>Amount</b>	<b>Fund Total</b>
7/1/2012	Remodeling for Diversity and Equity	145	37,000	
7/1/2012	Softball Field Improvements	145	170,000	
7/1/2012	T-Building remodel and TPC move	145	115,887	
7/31/2012 AS	Additional IT storage area for network capacity and an additional hos	145	18,000	
7/31/2012 AS	Additional server hardware for VDI conversion.	145	9,200	
7/31/2012 AS	Mower with broom attachment	145	66,000	
7/31/2012 AS	Aerial high lift work platform	145	7,773	
7/31/2012 AS	Flatbed electric cart	145	15,000	
7/31/2012 AS	Utilities locating equipment	145	8,000	
7/31/2012 AS	Corrugated waste baler	145	35,300	
7/31/2012 CCE	Mac Lab	145	75,485	
7/31/2012 CCE	Clark College Corporate Education exterior sign at WCB	145	12,000	
7/31/2012 CCE	AED	145	1,699	
7/31/2012 D & E	Office Furniture for Office of Diversity and Equity Staff	145	5,035	
7/31/2012 D & E	Mac Laptop	145	2,500	
7/31/2012 D & E	Cart for transporting items	145	100	
7/31/2012 D & E	Network Printer and Copier	145	1,500	
7/31/2012 HR	Scanner, ImageNow system	145	5,000	
7/31/2012 I	Student Support/Tutoring	145	50,000	
7/31/2012 I	Faculty Development Programs	145	10,000	
7/31/2012 I	Outcomes Assessment Projects	145	25,000	
7/31/2012 I	DH equipment consolidated from EC one time priorities list	145	150,000	
7/31/2012 I	Power Utilities Director	145	11,000	
7/31/2012 I	Decker Theater Sound system upgrade	145	30,000	
7/31/2012 I	Toyota T-Ten funding for EC approved Programmatic changes	145	112,457	
7/31/2012 P & E	Accreditation Self-Study Site Visit	145	20,000	
7/31/2012 SA	Maintenance of the O'Connell Sports Center Gymnasium Floor and Sr	145	7,000	
7/31/2012 SA	Scoreboard	145	20,000	
7/31/2012 SA	Purchase of a College Charter Bus	145	75,000	
7/31/2012 SA	AACRAO Strategic Enrollment Management Consultant	145	50,000	
7/31/2012 Gen	SMART GHL 215; BHL104	145	10,000	
7/31/2012 Gen	SMART SHL 214	145	5,000	
7/31/2012 Gen	Signage Changes for Music	145	10,000	
				<b>1,170,936</b>
7/1/2012	Student & Hourly Timesheets 6-30 payroll	148	5,091	
7/31/2012 AS	Emergency food and water supplies	148	9,800	
7/1/2012	Tenure Buyouts	148	360,035	
7/1/2012	Veba payoffs for tenure buy out costs	148	244,688	
7/1/2012	CCE Video Equipment	148	47,962	
7/1/2012	CTC Link Travel	148	20,000	
1/4/2013	North County Site Evaluation Services	148	10,000	
2/7/2013	Art Restoration	148	6,000	
2/7/2013	Hanna Lobby Furniture	148	29,000	
				<b>732,576</b>
7/1/2012	CIS Funds	443	867,559	
				<b>867,559</b>
<b>Total New Commitments</b>				<b>2,771,071</b>

### Required Reserves

10% of \$61,977,633 6,197,763

<b>Fund Balance After Commitments and Required Reserves</b>	<b>104,411</b>
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# Clark College - Budget Status Report

## April 30, 2013

Sources of Funds (Revenues)	2012-13 Budget	Revenues to Date	Difference	% Budget Received
<b>Operating Accounts</b>				
State Allocation	24,039,593	20,087,079	3,952,514	83.6%
Tuition & ABE	17,474,587	18,539,154	(1,064,567)	106.1%
Running Start	5,083,000	4,545,371	537,629	89.4%
Excess enrollment	11,756,173	8,342,000	3,414,173	71.0%
Planned use of prior fund balance	881,140	-	881,140	0.0%
Dedicated, matriculation, tech, cont ed	4,003,052	4,073,849	(70,797)	101.8%
<b>Total Operating Accounts</b>	<b>63,237,545</b>	<b>55,587,453</b>	<b>7,650,092</b>	<b>87.9%</b>
<b>Other Accounts</b>				
Grants & Contracts less Running Start	6,238,625	3,289,652	2,948,973	52.7%
Internal Support & Agency Funds	1,075,053	605,862	469,191	56.4%
ASCC less PUB	1,920,562	1,614,704	305,858	84.1%
Bookstore	5,443,122	5,552,280	(109,158)	102.0%
Parking	439,528	440,154	(626)	100.1%
Auxilliary Services	1,429,042	1,242,557	186,485	87.0%
Financial Aid	63,904,572	57,237,951	6,666,621	89.6%
<b>Total Other Accounts</b>	<b>80,450,504</b>	<b>69,983,158</b>	<b>10,467,346</b>	<b>87.0%</b>
<b>Total Sources of Funds</b>	<b>143,688,049</b>	<b>125,570,612</b>	<b>18,117,437</b>	<b>87.4%</b>

Uses of Funds (Expenses)	2012-13 Budget	Encumbrance & Expenditures to Date	Difference	% Budget Spent
<b>Operating Accounts</b>				
President	1,217,280	411,854	805,426	33.8%
Associate Vice President of Planning & Effectiveness	460,951	384,119	76,832	83.3%
Special Advisor for Diversity & Equity	274,690	207,366	67,324	75.5%
Vice President of Instruction	39,049,977	29,584,137	9,465,840	75.8%
Vice President of Administrative Services	11,308,435	10,013,599	1,294,836	88.5%
Vice President of Student Affairs	7,763,256	6,095,462	1,667,794	78.5%
Associate Vice President of Corporate & Continuing Ed	811,798	780,298	31,500	96.1%
Executive Director of Communications	811,946	627,051	184,895	77.2%
Associate Vice President of Human Resources	1,539,212	1,010,648	528,564	65.7%
<b>Total Operating Accounts</b>	<b>63,237,545</b>	<b>49,114,534</b>	<b>14,123,011</b>	<b>77.7%</b>

<b>Other Accounts</b>				
Grants & Contracts less Running Start	6,238,625	4,108,040	2,130,585	65.8%
Internal Support & Agency Funds	1,075,053	961,111	113,942	89.4%
ASCC less PUB	1,920,562	1,279,009	641,553	66.6%
Bookstore	5,443,122	5,146,187	296,935	94.5%
Parking	439,528	328,914	110,614	74.8%
Auxilliary Services	1,429,042	1,027,904	401,138	71.9%
Financial Aid	63,904,572	57,272,630	6,631,942	89.6%
<b>Total Other Accounts</b>	<b>80,450,504</b>	<b>70,123,795</b>	<b>10,326,709</b>	<b>87.2%</b>
<b>Total Uses of Funds</b>	<b>143,688,049</b>	<b>119,238,329</b>	<b>24,449,720</b>	<b>83.0%</b>
<b>Difference - Excess (Deficiency)</b>	-	<b>6,332,282</b>		
<b>Move running start to local capital project</b>		<b>(115,887)</b>		
<b>Net Difference</b>		<b>6,216,395</b>		

Capital Projects- Expenses & Encumbrances	6,560,041	2,958,535	3,601,506	45.1%
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## ACTION ITEMS



# MEMORANDUM

To: Robert K. Knight  
President

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

Date: May 10, 2013

Re: Consideration of Tenure

The tenure review committee for Valerie Cline, a tenure-track faculty member in Nursing, has forwarded their tenure recommendation to me.

Faculty  
Valerie Cline

RIF Unit  
Nursing

Please note that the tenure administrative assistant is currently finalizing the tenure notebook for Ms. Cline. Once all of the tenure documents have been submitted to me, I will forward the tenure notebook to you.

TC:abm

## ACTION ITEMS

**Minutes of the Business Meeting of the Board of Trustees**  
**Clark College, District No. 14**  
**April 24, 2013**  
**Ellis Dunn Room GHL 213**

**Trustees Present:** Mmes. Jada Rupley, Sherry Parker, and Rekah Strong; Messrs. Jack Burkman and Royce Pollard.

**Administrators:** 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:** Ms. Kimberly Sullivan, AHE President; Matthew Gallaher, Phi Theta Kappa Advisor.

**Others:** Ms. Lisa Gibert, CEO Clark College Foundation; Ms. Bonnie Terada, Assistant Attorney General; Mr. Ted Broussard, Dean of Student Success and Retention; Ms. Amy Waite, Library Services Program Manager; Mr. Troy Poulsen, Mmes. Jennifer Campbell and Kathryn Gonzalez, Students.

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none"><li>Chair Rupley called the meeting to order at 5:05 pm.</li><li>Chair Rupley announced that Vice President Belden would be facilitating tonight's meeting in President Knight's absence.</li><li>The Chair discussed this evening's work session at which the college scorecard and Applied Baccalaureate Degrees were discussed.</li></ul>	
II.	BUSINESS MEETING		
II. A	Review of the Agenda	<ul style="list-style-type: none"><li>The agenda was accepted as presented.</li><li>It was decided that the introduction of the All-Washington Academic Scholars would take place during the President's Report portion of the meeting.</li></ul>	
II. B	Statements from the Audience	<ul style="list-style-type: none"><li>There were no statements from the audience.</li></ul>	



**Minutes of the Business Meeting of the Board of Trustees**  
**Clark College, District No. 14**  
**April 24, 2013**  
**Ellis Dunn Room GHL 213**

	TOPIC	DISCUSSION	ACTION
II. C.	<b>Constituent Reports</b> <b>1. AHE</b>	<ul style="list-style-type: none"> <li>Ms. Sullivan was very pleased to announce that the college and union have agreed on due process for the AHE adjunct negotiator. This decision has placed the college in the forefront of the current national movement to give voice to adjuncts so that they are treated equally to tenure track faculty.</li> <li>Ms. Sullivan and Mr. Wilkins-Luton met with President Knight and Dr. Cook to discuss the Affordable Care Act and its effect on adjunct healthcare benefits. There is state legislation in play which may also affect adjunct healthcare; the AHE's goal is to ensure these benefits are kept affordable for the adjunct faculty.</li> </ul>	
	<b>2. WPEA</b>	<ul style="list-style-type: none"> <li>Ms. Waite reported that classified staff are feeling very upbeat that the state legislature is proposing reinstating the three percent pay reduction that staff took during the 2012-2013 year.</li> <li>Ms. Waite said that they are concerned about the number of mandatory trainings that the college requires. With the increased number of trainings required coupled with their increased workloads, they are finding it difficult to complete the trainings.</li> <li>Staff are also talking about the climate survey and are looking forward to seeing how the board and administration will be addressing those issues.</li> </ul>	
	<b>3. ASCC</b>	<ul style="list-style-type: none"> <li>ASCC Finance Director Ilana Brown reported this evening. ASCC is providing the college an opportunity to purchase water filtration stations through one-time student funds. Welcome Week events included bingo and a scavenger hunt.</li> <li>ASCC has received 20 applications for officer and director positions for next year.</li> </ul>	
	<b>D. Foundation</b>	<ul style="list-style-type: none"> <li>Ms. Gibert distributed the most recent <i>Columbian</i> ad.</li> <li>Ms. Gibert was pleased to announce that there has been an upswing in the Foundation's investment portfolio. Many other college foundations throughout the country are finding the same activity in their portfolios as well.</li> </ul>	
II. D.	<b>Statements &amp; Reports from Board Members</b>	<ul style="list-style-type: none"> <li>Trustee Parker completed her participation in the TACTC finance committee; the financials will be presented to the TACTC membership at their May meeting</li> <li>Trustee Pollard offered congratulations to everyone involved with the Sakura Festival planning. He said the festival offers a wonderful element to the community and the college.</li> <li>Trustee Pollard expressed his profound disappointment about the vandalism that was done to the Clark sign.</li> <li>Trustee Burkman discussed attending the community book read lecture at WSU Vancouver. A group of Mature Learning students attended the lecture and other attendees were pleasantly surprised at the large number of Clark people there.</li> </ul>	<ul style="list-style-type: none"> <li>Chair Rupley thanked Trustee Parker for representing the Clark trustees at the TACTC finance committee.</li> <li>Chair Rupley wished Trustee Pollard a happy birthday.</li> </ul>

**Minutes of the Business Meeting of the Board of Trustees**  
**Clark College, District No. 14**  
**April 24, 2013**  
**Ellis Dunn Room GHL 213**

	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<p><b>STUDENT PRESENTATION</b></p> <ul style="list-style-type: none"> <li>• Phi Theta Kappa Advisor, Matthew Gallaher, introduced Clark's All-Washington Academic Team Members, Kathryn Gonzalez and Jennifer Campbell. Both students are very active throughout the college and local communities. They spoke about how much PTK has meant to them and felt the support of their friends, family, faculty and administration at the college.</li> <li>• Mr. Poulsen, also a member of PTK, was this evening's student success presenter. PTK has provided him with wonderful learning opportunities and allowed him to grow further academically than he ever thought possible.</li> </ul> <p><b>FACULTY PRESENTATION</b></p> <ul style="list-style-type: none"> <li>• There was no faculty presentation this evening.</li> </ul> <p><b>PRESIDENT'S REPORT</b></p> <ul style="list-style-type: none"> <li>• Vice President Belden reviewed the enrollment report. The enrollment for spring quarter is down in proportion to the prior two quarters.. The college is paying close attention to the numbers and any corresponding changes to the budget as a result. Fortunately, as the general enrollment has decreased, Running Start has increased by seven percent over last year which helps to offset the reductions. The decrease in the number of Basic Education students corresponds to the decreases seen during the last recession when the economy turned around.</li> <li>• Vice President Williamson announced that a full evacuation capstone drill will take place on May 9 at 2:40 pm. The drill will be held at all Clark locations. This will be the sixth major emergency preparedness exercise that the college has taken part in since the federal grant was awarded two years ago. Local partner agencies will be involved with the drill as well. The college has formalized partnerships with first responder agencies throughout Clark County. The college will continue to practice three drills each year. Lockdown drills will occur during winter quarter; evacuation drills during the spring, and a statewide earthquake drill during the fall. Mr. Williamson showed the trustees a mouse pad which was given to each employee that is printed with emergency instructions for easy reference. The mouse pad was developed as a result of comments made by staff during previous drills.</li> </ul>	<ul style="list-style-type: none"> <li>• Chair Rupley praised Ms. Gonzalez and Ms. Campbell for their wonderful efforts and success at the college.</li> </ul>

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	TOPIC	DISCUSSION	ACTION
II. E.	<b>President's Report</b>	<ul style="list-style-type: none"> <li>Dean Broussard was pleased to announce that the college has partnered with the College Success Foundation and will be offering College Bound Scholarships for the first time during fall quarter. This scholarship is offered to seventh and eighth grade students who meet certain criteria through high school. Students may be awarded up to \$4,467/year which must be used within five years of eligibility. It is similar to the Penguin Promise program the college is development with the Foundation.</li> </ul>	
III.	<b>ACTION ITEMS</b>		
	<b>FIRST READING</b> <ul style="list-style-type: none"> <li>2013-2014 Sabbatical Requests</li> </ul>		<ul style="list-style-type: none"> <li><b>MOTION:</b> Trustee Pollard made a motion to move First Reading to the Consent Agenda. The motion was seconded by Chair Rupley and was unanimously approved.</li> </ul>
	<b>CONSENT AGENDA</b> <ul style="list-style-type: none"> <li>Minutes from March 13, 2013 Board Meeting</li> <li>2013-2014 Sabbatical Requests</li> </ul>		<ul style="list-style-type: none"> <li><b>MOTION:</b> Trustee Burkman made a motion to approve the Consent Agenda. The motion was seconded by Trustee Pollard and was unanimously approved.</li> </ul>
IV.	<b>FUTURE TOPICS</b>		
	Columbia River Crossing Diversity Operational Plan Workforce Development Review of College Policies GISS Student Completion Data Campaign Strategic Plan (12/2011 work session)	Add: <i>Applied Baccalaureate Degree Program (4/2013)</i> K-12 CLE Update Climate Survey—continued follow-up. President noted that the AHE has indicated they will work with the college to improve the climate survey and have invited him to attend their Fall retreat where the topic will be under discussion.	
V.	<b>DATE AND PLACE OF FUTURE MEETING</b> <ul style="list-style-type: none"> <li>The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, May 22, 2013 in the Ellis Dunn Community Room, GHL 213.</li> </ul>		
VI.	<b>EXECUTIVE SESSION</b> <ul style="list-style-type: none"> <li>No Executive Session was held this evening.</li> </ul>		
VII.	<b>ADJOURNMENT</b> <ul style="list-style-type: none"> <li>There being no further business, the meeting adjourned at 5:45 pm.</li> </ul>		

Jada Rupley, Chair

Leigh Kent  
Recorder  
April 24, 2013