

Clark College Board of Trustees



June 14, 2011

Clark College
The Next Step

Clark College
Board of Trustees Goals
2010-2011

Fiscal Responsibility

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

College Climate

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

Shared Governance

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

Diversity

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

Student Achievement

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

Responsibility for President

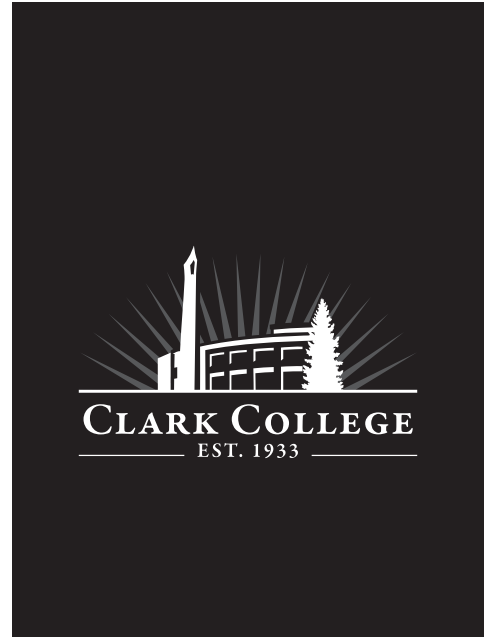
- Conduct quarterly and annual presidential evaluations. – *Enhance College Systems*

Building Partnerships and Representing Constituencies

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

Provide Access

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



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
June 14, 2011**

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CLARK COLLEGE BOARD OF TRUSTEES
Tuesday, June 14, 2011
Ellis Dunn Room, GHL 213

AGENDA

All regular meetings of the Board are recorded.

BOARD WORK SESSION, PUB 258C

4:00-5:00 p.m.

- | | |
|-----------------|-----------|
| ♦ Naming Policy | 4:00-4:30 |
| ♦ ASCC Budget | 4:30-4:50 |

I. CALL TO ORDER

5:00 P.M.

II. BUSINESS MEETING

A. Review of the Agenda

B. Statements from the Audience

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

C. Constituent Reports

1. AHE
2. WPEA
3. ASCC
4. Foundation

No Report

D. Statements and Reports from Board Members

E. President's Report

Student Success Presentation: Gabrielle Sharratt

*Faculty Presentation: "Pica to Pixels—Digitizing the Clark College Student Newspapers",
Prof. Radmila Ballada, Technical Services & Systems Librarian*

Budget Update

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III. ACTION ITEMS

Board Officer Elections

First Reading

- ♦ ASCC Budget Pages 21-30
- ♦ 2010-2011 College Budget Resolution #138 Pages 31-32
- ♦ 2011-2012 Sabbatical (additional) Page 33
- ♦

Consent Agenda

- ♦ Minutes from May 24, 2011 Board Meeting Pages 34-42

IV. FUTURE TOPICS

- ♦ Budget
- ♦ Diversity Operational Plan
- ♦ Baseball
- ♦ Review of College Policies
- ♦ Naming Policy (June Special Meeting)
- ♦ K-12
- ♦ CLE Update
- ♦ Light Rail Update (June Special Meeting)

V. DATE AND PLACE OF FUTURE MEETING

The next regular meeting of the Board of Trustees is currently scheduled for Tuesday, August 23, 2011 in the Ellis Dunn Room.

VI. EXECUTIVE SESSION

An Executive Session may be held for any allowable topic under the Open Public Meetings Act.

VII. ADJOURNMENT

Time and order are approximate and subject to change.

**PRESIDENT'S BOARD REPORT
JUNE 2011**

FOCUS ON LEARNING

The College will focus on learning as the foundation for decision making with respect to planning, technology, location, instructional methods and successful outcomes. Learners will receive high-quality, innovative education and services that foster student success in achievement of their goals.

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

Progress

- ❖ N.E.R.D. girls sponsored a book drive to benefit the Fort Vancouver Regional Library; it ended June 1. (OOI)
- ❖ The Mathematics Department hosted the third annual TOAD (Tournament of Anti-Derivatives). It was an exciting competition with quite a dramatic finish. Student participants recruited sponsors who donated food to the Clark County Food Bank. (OOI)
- ❖ Professor Keith Stansbury and Clark engineering student assistants are working with a group of students from Boys and Girls Club. On Thursday, May 19, the students designed and built water bottle rockets; a week later, on May 26, they visited Clark to test the designs. (OOI)
- ❖ The Associated Students of Clark College worked with Planning and Effectiveness, the Special Projects and Activities Manager, and the Director of Student Life and Multicultural Student Affairs to develop a survey to help identify where students would like future Commencement ceremonies to be held. (There were three options given on the survey based on research that had been done on local venues; the three options were: Main Campus – O’Connell Sports Center, Hudson’s Bay High School, and the Sleep Country Amphitheater.) A total of 7,535 Clark College students were sent an email requesting participation in the survey; a total of 347 students (4.6%) completed the survey. Out of the 4.6%, 53% stated they would like the ceremony held on main campus in the O’Connell Sports Center, 38% stated they would like it held at Hudson’s Bay High School, and 36% stated they would like it at the Sleep Country Amphitheater. Students were also asked if they would be willing to pay a fee for graduation. 79% stated they would be willing to pay a fee; the responses ranged from 19% willing to pay “up to \$10” and 15% who are willing to pay “up to \$30”.

FOCUS ON LEARNING

The concern with holding the ceremony in the O'Connell Sports Complex is the venue capacity, which is currently 1,999; however, fire code is 1,150. Currently for the 2011 ceremony there are 635 students signed up to participate in the ceremony; with a 1,150 capacity, this would require approximately three separate ceremonies. The Special Projects Manager is currently researching the cost of holding the ceremony on the lawn at Clark Main Campus as well as the availability of the Hudson's Bay gym. The Special Projects Manager is scheduled to report back to the Executive Cabinet Tuesday, June 7, 2011. (AS)

- ❖ The President's Higher Education Community Service Honor Roll was created in 2006 to annually recognize the combined exemplary community service efforts of higher education institutions' students, faculties, and staffs. The 2010 national competition seeks to celebrate institutions with best-practice service programs. Characteristics of such programs include using evaluation and assessment, developing collaborative community partnerships, and addressing significant community needs. Honorees are chosen based on a series of selection factors including scope and innovation of service projects, percentage of student participation in service activities, incentives for service, and the extent to which the school offers academic service-learning courses. Of the ten schools honored in Washington State, Clark College is the only community college that received the Presidential Award for the category of General Community Service, which considers the scope and quality of an institution's community service, service-learning, and civic engagement programs. In 2009-2010, Clark had 37 Campus Compact Students in Service members who provided a total of 12,691 hours of volunteer service. In addition, Clark students completed 9,758 hours of service for a total of 22,449 hours of service to the community. Service took place in a variety of venues including: Read Across America, Make a Difference Day; MLK Day of Service, Community Gardens, Habitat for Humanity ReStore, and many others. (SA)
- ❖ Office of Multicultural Student Affairs along with the Teaching and Learning Center co-presented student panels for faculty and staff on the Power and Privilege Panel Series. The year-long series is designed for faculty and staff to learn how their privilege may affect students in their classroom. Three student panelists interacted with approximately thirty students, staff and faculty at the Students of Color panel on April 27. In addition, four student panelists interacted with approximately ten students, staff and faculty at the Refugee and Migrant Students panel on May 17. (SA)
- ❖ ASCC student leaders participated in *Marketing Your Leadership Skills* training with the Director of Career Services on May 27. The purpose of the training was to assist the student leaders in their transition out of their ASCC leadership positions and to prepare them to market their new leadership skills and abilities. (SA)
- ❖ Peer Mentors contacted 222 students of color and international students that received Academic Early Warning (AEW) letters during spring quarter. In an effort to assist this cohort of students, the Peer Mentors provided information on additional resources and intervention tools depending on the warning status. (SA)

FOCUS ON LEARNING

- ❖ Leadership Academy finished the year with a reception during which all members of this class were recognized. Participants this year were: Vicki Cheng, Rhianna Derscheid, Ann Fillmore, Billie Garner, Theresa Heaton, Laura Likes, Kimberly Marshel, Peggy McClellan, John Mitchell, Paul Raines, Kay Schlemmer, Gayla Shanahan, and James Watkins. The participants, who were divided into three teams, gave presentations on projects which were recently completed. The focus of the projects was to help transition students from the Town Plaza Center campus to programs at the main campus. (HR)
- ❖ Employee development continues to train on the new on-line learning program, Higher Ed Works. We hope to deliver a majority of employee development training through this new system which includes a management system to track participation. For this next year employee development will be working with significantly reduced staffing, managed by Darcy Rourk, Associate VP for HR and supported by Karen Ferguson, part time program coordinator. (HR)
- ❖ Rebecca Benson, Environmental Health and Safety, recently trained facilities staff on Ladder Safety. She also trained at two college wide OSHA session on Hearing Conservation and Hazardous Materials. (HR)
- ❖ Completed and presented findings from the Pre-College Math pre- and post-survey. The questionnaire was to provide a measurement system that will assess the effectiveness of a group of math faculty's pedagogy changes on student behavior. Faculty hoped to be able to also demonstrate that students' attitudes can change in the learning environment that they are providing. Since students are already reporting a high level of positive behaviors and attitudes most did not increase significantly, although attitudes increased more than behaviors. (P&E)
- ❖ Completed the Athletics Interest Survey to assist in determining if there is unmet interest and ability to support an intercollegiate team in a particular sport at Clark College. A total of 8,480 Clark College students were sent an email invitation to participate in the survey. A total of 544 students completed the survey for a 6.4% response rate. Due to the response rate and nature of the survey, the results are not generalizable to the entire student population. Overall, some students indicated they competed in high school and are interested in participating in a sport at Clark College and provided their contact information for follow up by the Athletic Department. (P&E)
- ❖ The Northwest Commission on Colleges and Universities (NWCCU), the accrediting body, recently changed the standards for accreditation. The self-study for Standard One is due September 15, 2011. The description and sub-standards of Standard One, Mission, Core Themes, and Expectations, are:

The institution articulates its purpose in a mission statement, and identifies core themes that comprise essential elements of that mission. In an examination of its purpose, characteristics, and expectations, the institution defines the parameters for mission fulfillment. Guided by that definition, it identifies an acceptable threshold or extent of mission fulfillment.

FOCUS ON LEARNING

1.A – Mission

1.A.1 The institution has a widely published mission statement—approved by its governing board—that articulates a purpose appropriate for an institution of higher learning, gives direction for its efforts, and derives from, and is generally understood by, its community.

1.A.2 The institution defines mission fulfillment in the context of its purpose, characteristics, and expectations. Guided by that definition, it articulates institutional accomplishments or outcomes that represent an acceptable threshold or extent of mission fulfillment.

1.B – Core Themes

1.B.1 The institution identifies core themes that individually manifest essential elements of its mission and collectively encompass its mission.

1.B.2 The institution establishes objectives for each of its core themes and identifies meaningful, assessable, and verifiable indicators of achievement that form the basis for evaluating accomplishment of the objectives of its core themes.

In the strategic planning process, the College has a mission statement and followed the accreditation standards in terms of 1.A.1. The College has also established its core themes, formerly known as Strategic Directions; objectives, and indicators of achievement found on the scorecard in terms of 1.B.1 and 1.B.2. The College needed to define mission fulfillment and identify how to measure it and determine an acceptable threshold. The Planning and Accreditation Committee used information gathered from a college-wide workshop in March to quantify mission fulfillment during the May meeting. Mission fulfillment will be defined as 80% of all core themes have been met. Based on this conversation and others, the committee believes that the scorecard needs to be evaluated and possibly revised next fall. (P&E)

- ❖ Corporate Relations Manager Michelle Giovannozzi attended Portland Human Resource Management Association’s annual Strategic Management Conference on May 12. Michelle participated in several relevant sessions and brought back up-to-date information to CCE staff on the topics of leadership development, performance management, social media strategies and healthcare reform. The conference was also an opportunity to network with current and potential future clients of Corporate Education. (CCE)
- ❖ Continuing Education’s summer class schedule “Explorations” was mailed to approximately 122,000 Southwest Washington homes the weekend of May 20th. In the first two-weeks of summer quarter registration 335 enrollments were received, an increase of 32% over the same time period last year. (CCE)

FOCUS ON LEARNING

- ❖ Corporate & Continuing Education is preparing for the Elderberry Wine Vintage 2010 Book Launch & Author Reading Event on June 24th at Columbia Tech Center. Mature Learning Program Manager Tracy Reilly Kelly and Marketing & Communications Manager Tara Cox have worked closely with the Mature Learning students to develop the event. Promotional activity includes creating a webpage with author biographies and photos, pre-recorded author readings posted on the CCE YouTube channel, promotional posters distributed throughout the community and a press release sent to the *Columbian*. (CCE)
- ❖ Work continues across the Communications and Marketing department in support of the 2011 Commencement and GED/High School graduation ceremonies. The programs for both ceremonies have gone to the printer. The student video for the commencement ceremony has been completed; it reflects the diversity of Clark's student body. Scripts for both ceremonies are nearing completion. Photographs of the 2011 Exceptional Faculty Award honorees have been taken. Two newspaper ads have been developed. One announces the college's commencement speaker, Dr. Donna Beegle. Another congratulates the class of 2011. The ads will run in the *Columbian*, *Camas-Washougal Post-Record* and the *Battle Ground Reflector*. A companion ad announcing Dr. Donna Beegle as commencement speaker is running on the *Daily Insider*. A release about the announcement of the commencement speaker was issued in April. A news release about the ceremony is scheduled to be released during the week of June 6-10. (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 partnership with nConnect, STEM Coordinator Erin Harwood attended a speed networking event on May 3 for freshmen students enrolled in the Science-Mathematics-Technology magnet program at Skyview High School. As one of seven professionals, Erin spoke with more than 30 students about STEM careers, pathways to college degrees, and the advantages of attending community college. (OOI)
- ❖ U. S. History II was offered for the first time in the Weekend Degree hybrid format during spring term. Thanks to History adjunct faculty Russ Peterson for developing and teaching the course. (OOI)
- ❖ Work continues in the Bookstore to establish the expanded textbook rental program, benefitting Clark students. Currently, 21 rental titles are available to Clark students. This number will grow to more than 60 titles during the summer 2011 term in preparation for further expansion in fall. (SA)
- ❖ The Career Services Program Support Supervisor attended the Western Association of Student Employment Administrators (WSASEA) Spring Conference in North Bend, WA, on May 16-18. The conference provided an excellent opportunity to network, learn about updates and program improvements for the State Work Study Program. (SA)
- ❖ The Service-Learning Program Assistant coordinated three *Penguins in the Community* volunteer activities with the Service & Leadership in the Community program for students on May 12 to Americans Building Community, May 17 to Urban Abundance, and May 31 to SCRAP (re-useable materials). The program provided transportation to the community organizations, offering an accessible volunteer experience. In addition, to increase access and awareness for program activities, the Service-Learning Program Assistant started a "Volunteer & Service Learning Program" twitter feed, @VolunteerClark. (SA)
- ❖ The Admissions and Assessment Office provided on-site admission and testing services to 35 graduating seniors at Woodland High School on May 4 and to 14 graduating seniors at Fort Vancouver High School on May 17. (SA)

EXPAND ACCESS

- ❖ The Admissions Office, in partnership with the Art Department and the Clark College Foundation with a grant from the Bank of America, hosted the inaugural “Avenues to Art” event on May 19 focusing on students with an interest in studying the arts. Students who attended the event received a presentation on admission and financial aid, an art-themed campus tour, and a visit to the Art Student Annual in Archer Gallery. Approximately 100 students from four high schools (Woodland, Fort Vancouver, Hudson’s Bay and Camas) attended the event. (SA)
- ❖ The Advising Department hosted approximately 25 institutions by coordinating the spring college fair on May 2. In addition, transfer students were served by visits from Portland State University, WSU Pullman, Warner Pacific College and the Art Institute of Portland throughout May. Transfer representatives were able to answer questions for Clark College students seeking to transfer after completing their degree at Clark College. (SA)
- ❖ A Health Occupations and Education Program Specialist presented an overview of the Health Occupations programs and advising services available at Clark to approximately 20 students in the ESL/GED Health Occupations class on May 18. Goals of the presentation included increasing students’ awareness of health occupations opportunities available to them at Clark, clarifying the steps to transition to the Clark’s main campus, as well as encouraging students to access advising services. (SA)
- ❖ The Office of Planning and Effectiveness has been working for over a year to create and implement a new Enrollment Management Database. Staff has worked with people from all areas of campus to ensure that needed data is collected and archived daily. Current plans call for the implementation of the system by September 1, 2011. (P&E)
- ❖ Work continues on the 2011-2012 college catalog, the first to be created as an online tool for Clark students, faculty and staff. The catalog is to be finalized and unveiled on July 1. (C&M)
- ❖ The fall schedule has been distributed. The lead article focused on ways in which Clark provides pathways to bachelor’s degrees. Additional articles focused on the weekend degree program and Clark’s support for students who are military veterans. Marketing support for summer quarter has been completed. (C&M)
- ❖ Communications Specialist Hannah Feldman has been utilizing social media with impressive results. Clark College Facebook now shows 1,927 people following the site – a dramatic increase from March 2010 when Hannah became site administrator and there were fewer than 250 followers. The college’s Twitter site, which was launched during the past year, now has 427 followers. During that time, Hannah has posted 600 “tweets.” (C&M)
- ❖ The college’s eNews service – which provides news about the college and links to online versions of Clark 24/7 – has grown to 882 subscribers. The college also provides RSS feeds for news, events, Twitter and alerts. This year, the college also launched an enhanced News Center on the Clark website. (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

- ❖ Professor Dian Ulner, Women's Studies, and Health Sciences Dean Blake Bowers completed training to be qualified as Intercultural Development Inventory (IDI) test administrators. (OOI)
- ❖ Soc 140—Introduction to Islam, a newly approved course, will be offered in online format this summer. (OOI)
- ❖ The Office of Student Life & Multicultural Student Affairs co-hosted the quarterly Student of Color Luncheon on May 25, featuring speaker Reverend Billy Kyles, the only survivor of the closest aides to Martin Luther King Jr., and who were witness to his murder. Reverend Kyles presented, "A Bullet Can't Kill a Dream", to approximately 350 students, staff and faculty members. (SA)
- ❖ The Multicultural Retention Manager presented the workshop "Collaboration Across Differences" to approximately 70 students at the 2011 MOSAIC: Education, Leadership and Diversity Conference at Washington State University-Vancouver on May 20. MOSAIC is designed for high school students from low-income, first generation families to learn about college and skill building. (SA)
- ❖ The Admissions Office ESL-Latino Outreach Coordinator was instrumental in improving the access to Mexican Consulate resources for Mexicans residing in Southwest Washington. Through her efforts and after careful consideration, the Secretariat of Foreign Affairs of Mexico decided to rearrange the service area boundaries between the Seattle and Portland offices. The Consulate of Mexico in Portland will now provide documentation services to Clark, Klickitat, and Skamania counties. In addition, she attended the first Latino Town Hall meeting on May 26 and had the opportunity to speak with Vancouver Mayor Tim Leavitt to ask for his support as well as for ideas to help undocumented students who would like to continue their higher education at Clark College. (SA)
- ❖ The Advising Department held their weekly meeting at Town Plaza Center (TPC) on May 10 as part of continued efforts to collaborate with TPC staff and ensure smooth and effective transition of students from TPC to the main campus. During the meeting, as part of the Advising Departments' commitment to the Clark College Diversity Plan, the ESL-Latino Outreach Coordinator provided a presentation on how to effectively serve Latino and ESL students. The presentation afforded advisors and other staff members the opportunity to experience the challenges for non-native English speakers seeking to pursue their education or improve their job skills. (SA)

FOSTER A DIVERSE COLLEGE COMMUNITY

- ❖ Human Resources continues efforts to replace the Director of Equity and Diversity. The position will be posted shortly with a goal of filling the position by the beginning of the fall term. (HR)
- ❖ Denise Deane was appointed to the Custodian 3 position in Facilities Services effective April 25, 2011. She has previous work experience at Clark College and Legacy Health System. (HR)
- ❖ Sarah Granberg was appointed to the Credentials Evaluator 3 position in the Credentials Department effective June 1, 2011. Sarah has an Associate of Arts degree from Clark College and previous work experience at Clark College, FedEx Express, and Associated Grocers Inc. (HR)
- ❖ Michelle Mussen was appointed to the Program Support Supervisor 1 position in Admissions effective May 16, 2011. Michelle has previous work experience at Clark College, Southern CA College of Optometry, J.C. Penny, Browne Child Development Center, and Garside Florist.(HR)
- ❖ Davorin Skoko was appointed the Campus Security Officer position in Security effective April 18, 2011. Davorin has coursework from Clark College and previous work experience at Clark College, Fred Meyer, Jantzen Beach Mall, and Target. (HR)
- ❖ Goran Stefanovic was appointed to the Custodian 1 position in Facilities Services effective May 2, 2011. Goran has coursework from Western Business College and previous work experience at Clark, College, J & N Trucking Company, PAJA Trucking Company, and Kamenko Express Inc. (HR)
- ❖ Rassoul Dastmozd has resigned from his position of Vice President of Instruction effective July 1, 2011. Rassoul has been with the college since 2006. (HR)
- ❖ Laura Elwood-Klein has retired from her position of Human Resources Consultant Assistant 1 in Human Resources effective June 30, 2011. Laura has been with the college since 1991. (HR)
- ❖ Tatyana Khdyi has resigned from her position of Program Coordinator in Financial Aid effective April 25, 2011. Tatyana has been with the college since 2007. (HR)
- ❖ Ted Kotsakis has retired from his position of Dean of Business and Technology effective August 31, 2011. Ted has been with the college since 2007. (HR)

FOSTER A DIVERSE COLLEGE COMMUNITY

- ❖ Mike Mabry has retired from his position of Information Technology Specialist 3 in the Information Technology Services Department effective June 30, 2011. Mike has been with the college since 1991. (HR)
- ❖ Melanie Mooney has retired from her position of Business Technology Instructor effective June 17, 2011. Melanie has been with the college since 1979. (HR)
- ❖ Herb Orange has retired from his position of Agriculture/Horticulture Instructor effective June 17, 2011. Herb has been with the college since 1978. (HR)
- ❖ Cheryl Poppe has retired from her position of Instruction and Classroom Support Technician 2 position in the Business Technology Division effective June 30, 2011. Cheryl has been with the college since 1987. (HR)
- ❖ Rebecca Wale has resigned from her position of Associate Director of Employee Development and Environment Health and Safety effective June 3, 2011. Rebecca has been with the college since 2005. (HR)
- ❖ Linda Healy was reallocated to Program Support Supervisor 1 in Advising effective March 11, 2011. Linda has been with the college since 2005. (HR)
- ❖ Presented the analysis of the climate survey results to the Cultural Pluralism Committee (CPC). The CPC will use these results in their operational planning for the 2011-2012 academic year. The climate survey questions related to diversity were developed specifically to measure employees' perceptions of progress on topics related to the Diversity Plan. The analysis compared the responses of employees from historically disadvantaged groups with non-historically disadvantaged employees.

Respondents who identified as a person of color, a person with a disability, transgendered/transsexual, intersexed, gay, lesbian, or bisexual were coded as historically disadvantaged. Respondents who did not identify themselves as being a member of one of these groups were coded as non-historically disadvantaged.

Below are some highlights of the opportunities for improvement between groups of employees who are historically disadvantaged and employees who are not historically disadvantaged. The ratings are on a seven point scale. Seven is the highest and one is lowest. The chart below is a summary of the ten items with the highest discrepancy between historically disadvantaged employees and non-historically disadvantaged employees.

FOSTER A DIVERSE COLLEGE COMMUNITY

	Average Rating Among Respondents who Identified as Historically Disadvantaged	Average Rating Among Respondents who Identified as Not Historically Disadvantaged
Clark College sufficiently addresses issues and themes pertaining to power, privilege, and inequality.	4.03	4.86
The College engages in appropriate training opportunities to understand the role power, privilege, and inequality play in interactions throughout the college.	4.16	4.94
The College has recruited and retained a diverse workforce with emphasis on underrepresented and historically disadvantaged groups.	4.06	4.82
I feel safe at Clark College.	4.95	5.70
Cultural diversity is important to this institution.	4.80	5.50
Clark College values employees from historically disadvantaged groups.	4.54	5.19
Clark College values students from historically disadvantaged groups.	4.74	5.32
The College has demonstrated a commitment to the implementation of the Diversity Plan.	4.88	5.43
The College has programs that effectively recruit and retain students from historically disadvantaged groups.	4.53	5.08
Clark College values and respects diverse religious beliefs.	4.95	5.49

- ❖ Recent issues of *Clark 24/7* have included stories on the Faculty Speaker Series presentation by Dr. Kathy Bobula (“This is your brain on bias”); a presentation by Shane Windmeyer, founder executive director of Campus Pride, a national organization for student leaders and campus groups working to create a safer college environment for lesbian, gay, bisexual and transgender (LGBT) students; and a presentation by Dr. Billy Kyle on the legacy of Dr. Martin Luther King, Jr. (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

- ❖ N.E.R.D. girls presented two lectures this month on alternative energy. The topic of the first lecture, held on May 9, was Solar Power presented by Clark Public Utilities. The second lecture on May 23 focused on Geothermal Power and was presented by our Clark faculty member Dick Shamrell. Both lectures were well attended. (OOI)
- ❖ On May 19, Professor Tina Barsotti and a group of engineering students toured the Bonneville Power Administration. (OOI)
- ❖ STEM Coordinator Erin Harwood attended the conference, “A STEM Agenda: Connecting STEM with Workforce Education,” on May 19 in Seattle. The conference provided information about the pathways of students from high school to college and then on to the workforce, and focused on how high schools, community colleges, and industry can work together to improve those pathways. The conference provided ideas for partnerships, grants, and projects and allowed the coordinator to make some valuable connections. (OOI)
- ❖ The Employment Services Specialist presented to a multi-disciplined STEM class on May 5 providing instruction and interactive class exercises to twenty students on developing a resume, interview techniques and job searching tips relative to the STEM disciplines. (SA)
- ❖ The Admissions Office hosted the annual Educators Luncheon on May 13 to approximately 45 counselors and career specialist in our service district. The luncheon was held in appreciation for their work and partnership during the past year. Attendees also received information about Running Start, updates on financial aid, and information about New Student Orientations. (SA)
- ❖ Environmental Health and Safety held a Block Foam and Electronic Waste collection that had 277 participants. (HR)
- ❖ The Department of Social & Health Services (DSHS) has approved seven Corporate & Continuing Education long-term care worker training courses as part of Washington State’s initiative 1029. Initiative 1029 is an effort to train and educate long term care workers to protect Washington State’s elderly population. As of January 2011, all training curriculum and instructors for all long term care worker trainings must be approved by DSHS. CCE is approved to offer the 75-hour Core Basic Care Giver training, which is now mandatory for all new long-term care workers in

RESPOND TO WORKFORCE NEEDS

the State of Washington. In addition to the core training, three specialty trainings in Nurse Delegation, Mental Health and Dementia and three population-specific trainings in Physical Therapy, Speech Therapy and Occupational Therapy were approved. CCE will begin offering these courses in Fall 2011. (CCE)

- ❖ WorkSource invited Corporate & Continuing Education to participate in the Small Business/Self Employment Conference on May 17, 2011, located at the Vancouver Hilton. CCE distributed information on upcoming Small Business classes, customized training brochures and job description for instructors to the approximate 75 attendees of the conference. (CCE)
- ❖ On May 23, Corporate & Continuing Education Professional Development Program Specialist Jennifer Ward met with business advisors Jan Harte and Buck Heidrick from the Small Business Development Center (SBDC) to discuss developing training programs for the SW Washington Self-Employment Assistance (SEAP) program.
(<http://www.esd.wa.gov/uibenefits/specialservices/training/self-employment-assistance-program.php>). SEAP is an opportunity for dislocated workers to enter into self-employment entrepreneurial training and receive business counseling while collecting unemployment benefits. One of the requirements of the program is to be enrolled in an approved self-employment training program, which is something CCE is working to develop. (CCE)
- ❖ Corporate & Continuing Education participated in the Clark College Health Careers Fair on June 1st, promoting nine of CCE's health care professional development courses and programs. CCE received more than 20 inquiries from students interested in the Nursing Assistant Certified (NAC) program, Home Health Care program and ICD-10 CM/PCS (International Classification of Diseases – 10: Clinical Modification/Procedure Coding System), as well as interest from participating health care vendors such as Vancouver Radiology P.C. in future ICD-10 training for their coding and billing staff. (CCE)
- ❖ The Communications & Marketing department provided communications support for the college's Health Careers Job Fair on June 1. A news release and other efforts resulted in coverage by the *Columbian*, *Vancouver Business Journal* and KOIN-TV. (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

- ❖ The Clark College Libraries have launched a new website (<http://library.clark.edu>). The website uses an open source content management system called Drupal. The site includes user-friendly features such as a “search site” tool and a dynamically generated subject guides to all library resources. The site is currently in beta testing and will replace the current library website on September 1. (OOI)
- ❖ The long-awaited Administrative Systems Lift and Shift project was implemented over the Memorial Day weekend and is now in production. The goals of this project are to 1) move our legacy administrative applications from the obsolete HP3000 computing platform to a modern computer system and 2) consolidate the computer hardware at the SBCTC operations in Olympia. The SBCTC and College staff addressed a number of availability and performance issues during the first week of the implementation, which was not unexpected for a project of this size. The legacy administrative applications include: Student Management System, Financial Management System, Payroll/Personnel Management System, and Financial Aid System. (AS)
- ❖ On May 24th, Clark College held an Emergency Preparedness Fair serving approximately 200 students, staff, faculty, and visitors. Emergency preparedness partners including the Red Cross, Humane Society, Student Nursing Association of Clark College, Simple-Safety, IQ Credit Union, Earthquake Tech and our own Environmental Health & Safety, CERT, Child & Family Studies, and Emergency Management Planning Committee were on hand. Information on personal preparedness, building a Go-Kit, first aid supplies, tools and other gear for emergency preparedness was shared. Oswald was a special visitor and Go-Kits, flint strikers, and other items were raffled. (AS)
- ❖ Staff from across campus attended a presentation about Western Governors University (WGU) on May 13. During the presentation WGU shared information about academic offerings and course delivery. The WGU opportunity would allow non-traditional Clark students to obtain a BA degree while working full-time or juggling other responsibilities. (SA)
- ❖ The Weekend Degree Program academic advisor was available for individual advising on Saturday, May 7, a date when Weekend Degree students came to campus for classes. Several students received face to face advising in preparation for summer and fall registration. In

ENHANCE COLLEGE SYSTEMS

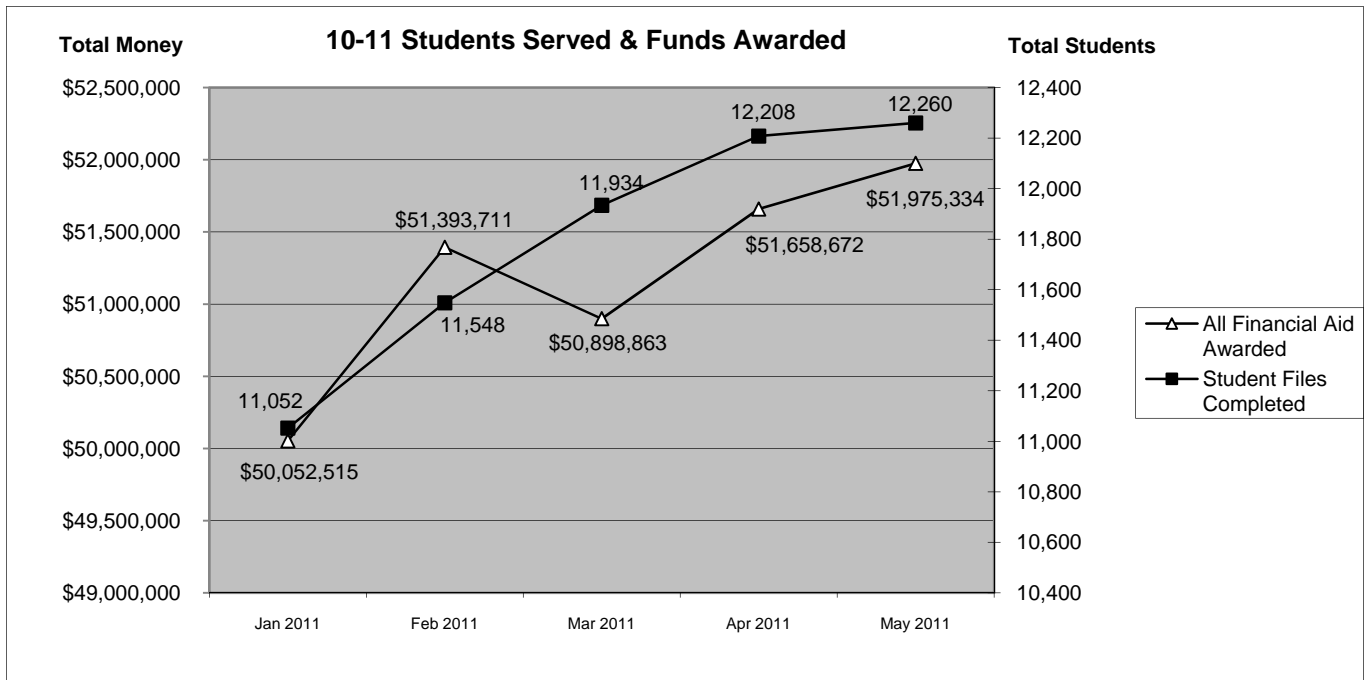
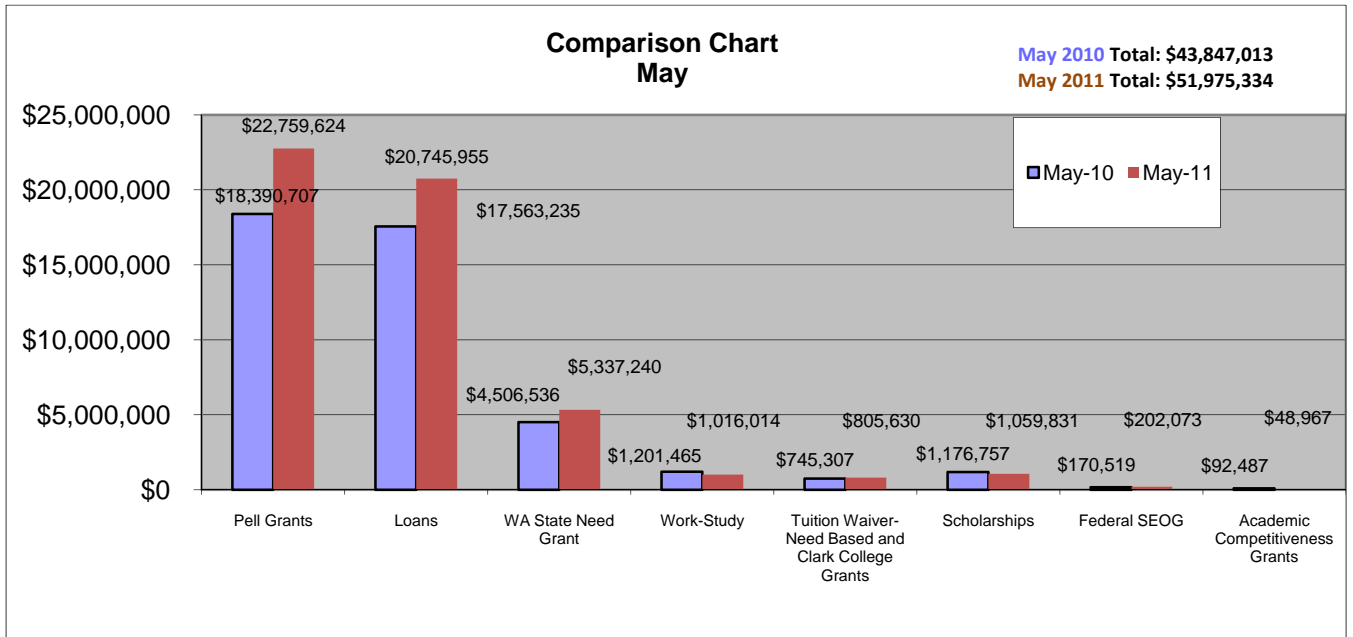
addition, the Weekend Degree Program academic advisor participated in an orientation session hosted by eLearning for newly admitted Weekend Degree students for the 2011-2012 academic year. The advisor facilitated a presentation on understanding the AA degree, advising and registration processes, and student support resources. (SA)

- ❖ The Advising Steering Committee (ASC) convened their final meeting of the academic year on May 16. The ASC improved the Advising Department Survey that will be given to students in 2011-2012, developed an operational plan for 2011-2012, and created a document designed to provide information about faculty members who can answer discipline-specific questions for Clark students. (SA)
- ❖ The Director of Advising attended the Enterprise Resource Planning (ERP) Readiness Assessment Stakeholders Advisory Team Meeting in Olympia on May 10. Washington State is in the early stages of identifying, purchasing, and then implementing a new system that will govern all aspects of the community and technical colleges' operating systems. The group discussed the importance of shared governance, communication, and scope of the project. Recent legislation approved the funding mechanism for the project. The Director of Advising represented the Advising and Counseling Council (ACC) at this meeting. (SA)
- ❖ The Director of Operations & Auxiliary Services presented an overview of the Emergency Management Program and Department of Education Grant activities to Student Affairs staff on May 27. (SA)
- ❖ The Office of Planning and Effectiveness completed the Graduation Ceremony Survey in partnership with ASCC. A total of 347 students completed the survey for a 4.6% response rate. Due to the low response rate, the results are not generalizable but do indicate a select group of students' preferences. The Main Campus, O'Connell Sports Center, was the location with the highest percent of respondents indicating they *would like it here* (53%). It was also the location with the lowest percent of respondents who indicated they *would not like it here* (22%). (P&E)
- ❖ Most operational plans that have been developed throughout the College have been entered in Strategic Planning Online (SPOL). SPOL is a management system for strategic and operational planning, budget, accreditation, and program review and assessment activities. By the end of June, all Executive Cabinet members' operational plans will be entered into SPOL and all of EC and their executive assistants will be trained to use SPOL. Over the summer, deans and directors throughout Instruction, Student Affairs, and Administrative Services will be trained to use SPOL. (P&E)
- ❖ Continue to work on identifying the themes of the climate survey comments. The goal is to provide the analysis to the college community before spring quarter is complete. (P&E)
- ❖ The enrollment projections for state-support classes were finalized for the 2011-2012 academic year. The college expects to generate 9,346 state support FTES and 1,100 Running Start FTES. If significant changes occur to Running Start tuition, we expect fewer Running Start FTES. (P&E)

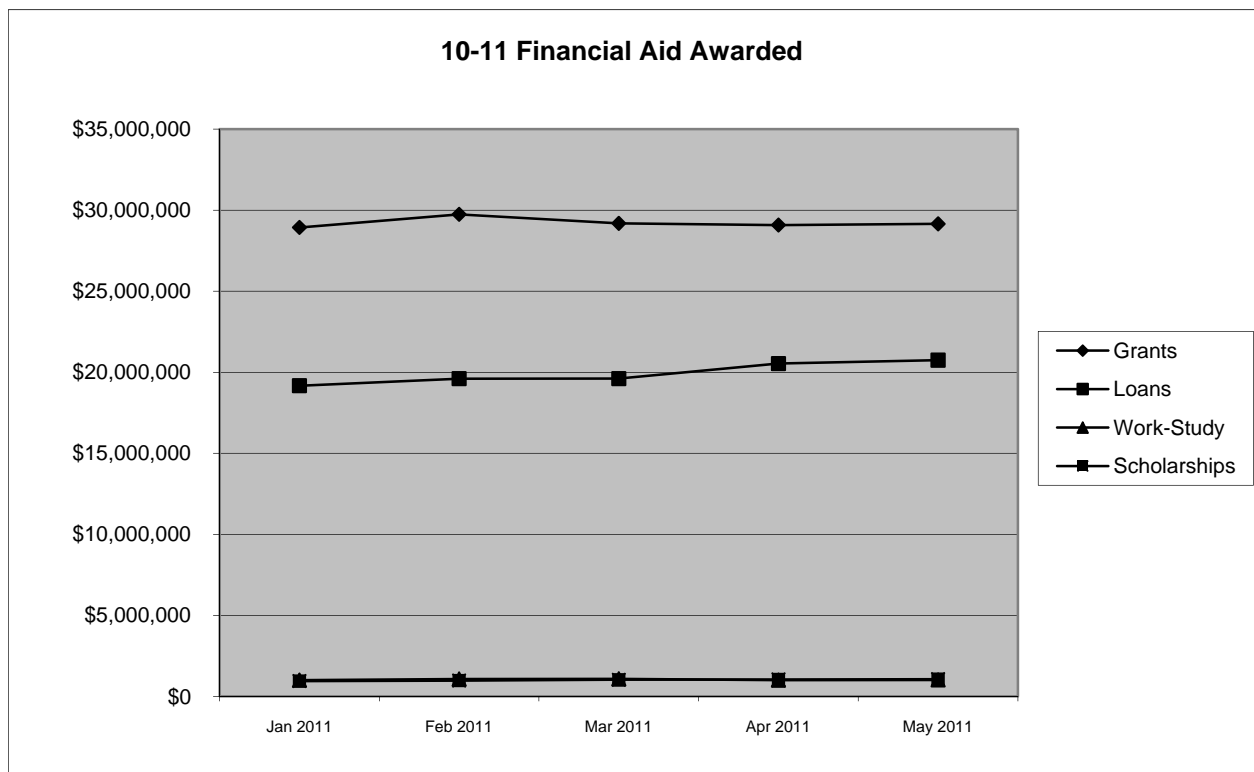
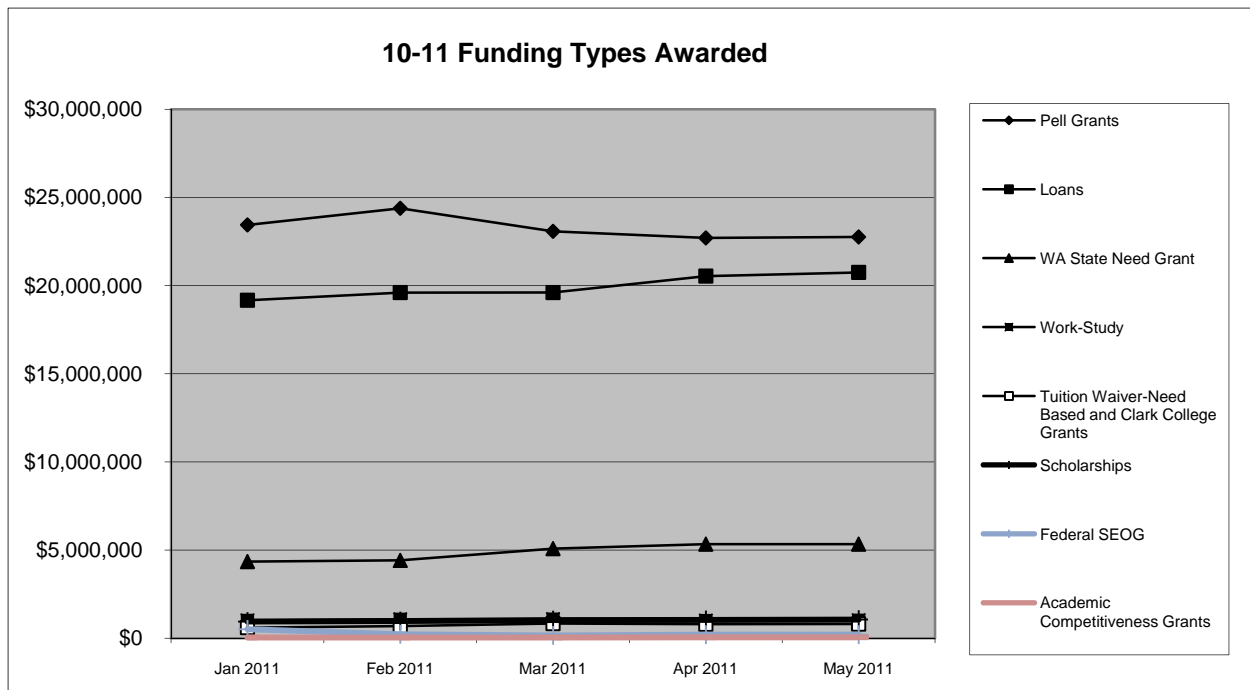
ENHANCE COLLEGE SYSTEMS

- ❖ Planning and Effectiveness, on behalf of the Information Technology Council (ITC), has been conducting focus groups with different members of the college community to identify technology needs and priorities. Focus groups were first conducted in Instruction to ensure that faculty had the opportunity to participate before leaving for the summer. The focus groups in other areas will be completed over summer quarter. When all of the focus groups have been completed, a report will be prepared for ITC highlighting the common themes of the focus group discussions. Some emerging themes include more specialized technology training for faculty, staff, and students; improvements in wireless access and devices; and increase in the number type of student computer labs. (P&E)
- ❖ Media relations tracking for the year-to-date (July 1, 2010 through June 7, 2011) reflected 466 news stories about or referencing Clark College. Of those articles, 93.5% ranged from neutral to extremely positive in tone. The cumulative audience (total individuals reached by those news outlets on those dates) was 14,363,855. The ad value (the cost of the equivalent amount of paid advertising) was \$666,083.45. The estimated publicity value (ad value times three) was \$1,998,250.35. The college issued 46 news releases during that time – nearly one per week. (C&M)

STATISTICS



STATISTICS



Clark College - Budget Status Report

May 31, 2011

Sources of Funds (Revenues)	2010-11 Budget	Revenues to Date	Difference	% Budget Received
<u>Operating Accounts</u>				
State Allocation	29,155,563	28,944,232	211,331	99.3%
Tuition	13,365,828	13,978,397	(612,569)	104.6%
Running Start	5,173,331	4,515,556	657,776	87.3%
Excess enrollment	8,910,414	10,194,490	(1,284,076)	114.4%
Planned use of prior fund balance	3,161,331	-	3,161,331	0.0%
Dedicated, matriculation, tech, cont ed	3,266,767	3,190,445	76,322	97.7%
Total Operating Accounts	63,033,234	60,823,119	2,210,115	96.5%
<u>Other Accounts</u>				
Grants & Contracts less Running Start	6,021,198	3,776,739	2,244,459	62.7%
Internal Support	1,342,004	706,022	635,982	52.6%
ASCC less PUB	1,623,887	1,709,530	(85,643)	105.3%
Bookstore	6,081,489	5,925,075	156,414	97.4%
Parking	261,252	467,132	(205,880)	178.8%
Auxilliary Services	1,741,883	1,474,506	267,377	84.7%
Financial Aid	52,421,524	51,411,764	1,009,760	98.1%
Total Other Accounts	69,493,237	65,470,768	4,022,469	94.2%
Total Sources of Funds	132,526,471	126,293,887	6,232,584	95.3%

Uses of Funds (Expenses)	2010-11 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
<u>Operating Accounts</u>				
President	687,513	496,261	191,252	72.2%
Vice President of Instruction	39,172,458	36,909,168	2,263,290	94.2%
Vice President of Administrative Services	11,215,907	10,245,959	969,948	91.4%
Vice President of Student Affairs	8,001,632	6,889,562	1,112,070	86.1%
Associate Vice President of Planning & Effectiven	513,471	444,792	68,679	86.6%
Executive Director of Corporate & Continuing Ed	807,030	731,409	75,621	90.6%
Executive Director of Communications	1,200,838	1,113,509	87,329	92.7%
Associate Vice President of Human Resources	1,434,385	1,153,559	280,826	80.4%
Total Operating Accounts	63,033,234	57,984,219	5,049,015	92.0%
<u>Other Accounts</u>				
Grants & Contracts less Running Start	6,021,198	5,170,108	851,090	85.9%
Internal Support Services	1,342,004	791,239	550,765	59.0%
ASCC less PUB	1,623,887	1,405,729	218,158	86.6%
Bookstore	6,081,489	5,523,996	557,493	90.8%
Parking	261,252	400,258	(139,006)	153.2%
Auxilliary Services	1,741,883	1,477,099	264,784	84.8%
Financial Aid	52,421,524	51,670,143	751,381	98.6%
Total Other Accounts	69,493,237	66,438,572	3,054,665	95.6%
Total Uses of Funds	132,526,471	124,422,791	8,103,680	93.9%
Difference - Excess (Deficiency)	-	1,871,096		
Net transfer Excess Enrollment - CIS equip reserve		(40,000)		
Net Difference		1,831,096		
Capital Projects - Revenues & use of fund bal	7,380,582	3,507,946	3,872,636	47.5%
Capital Projects- Expenses & Encumbrances	7,380,582	3,507,946	3,872,636	47.5%
Difference - Excess (Deficiency)	-	-		

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

	Fund Balance (minus non-cash assets) 6/30/10	Cash Balance (minus dedicated cash) 6/30/10	Required Reserves	Prior Commitments (prior to 7/1/10)	New Commitments (2010/11)	Total Available Cash
145 Grants and Contracts	3,038,635	3,047,849		116,675		2,931,174
147 Local Capital	31,225	31,225				31,225
148 Dedicated Local	5,908,732	3,319,127		-	2,627,920	6,912,072
149 Operating Fee	528,443	(17,755)				(17,755)
440 Central Store (Catalog)	50,128	50,128				50,128
443 Data Processing	1,830,348	1,830,348		830,348	1,000,000	-
448 Print/Copy Machine	(171,925)	(171,925)				(171,925)
460 Motor Pool	19,347	19,347				19,347
522 ASCC	1,167,668					-
524 Bookstore	2,278,768	2,278,768				2,278,768
528 Parking	246,522	246,522			250,000	(3,478)
570 Other Auxiliary Enterprise	972,587	325,711			28,535	297,176
790 Payroll (clearing)	215,643					-
840 Tuition/VPA	4,223,889					-
846 Grants - Fin Aid	(1,146,105)					-
849 Student Loans	36,069					-
850 Workstudy (off-campus)	(19,166)					-
860 Institutional Financial Aid Fun	536,344					-
Reserves*			6,088,749			(6,088,749)
Totals	19,747,152	10,959,345	6,088,749	947,023	3,906,455	17,119

Proposed 2011-2012 ASCC Service and Activities Fees Budget

Program	Current Budget	Amount Requested	Amount Approved	Difference (Approved vs. Current)
Archer Gallery	20,540	22,740	22,740	2,200
Athletic Administration	118,039	123,177	123,177	5,138
Basketball, Men's	25,658	25,658	25,658	-
Basketball, Women's	25,658	25,658	25,658	-
Child and Family Studies	53,632	54,385	54,385	753
Club Services Funding	31,562	31,562	31,562	-
College Box Office	10,000	10,000	10,000	-
Cross County, Coed	18,099	18,099	18,099	-
Health Services	69,099	78,157	78,157	9,058
Independent, The	71,020	76,462	73,712	2,692
Instrumental Music	46,306	47,347	47,347	1,041
Intercollegiate Baseball	14,109	27,313	27,313	13,204
Intramurals	12,555	12,555	12,555	-
Model United Nations	63,918	75,382	63,918	-
Multicultural Std Aff/Ret	15,669	33,630	15,669	-
Orchestra	24,483	25,290	25,290	807
Pep Band	6,239	7,339	7,339	1,100
Phi Theta Kappa	36,815	42,630	39,440	2,625
<i>Phoenix</i>	35,884	35,884	35,884	-
Science Consortium	13,360	9,053	9,053	(4,307)
Service Learning/Community	18,000	16,004	16,004	(1,996)
Soccer, Men's	27,506	27,506	27,506	-
Soccer, Women's	27,356	27,356	27,356	-

Softball, Women's	26,797	26,797	26,797	-
Speech and Debate	39,443	54,774	39,443	-
Student Ambassadors	23,970	22,170	11,085	(12,885)
Student Enrichment	67,000	67,000	67,000	-
Student Government	110,153	113,521	113,521	3,368
Student Life	165,652	163,418	163,418	(2,234)
Theatre	134,334	155,379	100,751	(33,583)
Track, Coed	43,378	43,378	43,378	-
Vocal Music	65,004	65,799	65,799	795
Volleyball, Women's	20,455	20,455	20,455	-
World Languages (2011)	40,717	62,394	58,944	18,227
Clark Art Talks	-	13,920	13,920	13,920
Pathways Peer Mentors	-	30,997		-
Penguin Cheer	-	13,404	13,404	13,404
SNACC (Nurses)	-	10,780	10,780	10,780
Clark College Student Legal	-	25,000		-
Total	1,522,410	1,742,373	1,566,517	44,107

New Programs Not Funded for The 2011-2012 Budget Year

Clark College Student Legal Services	-	4,571	-
Pathway Peer Mentors	-	24,678	-

Archer Gallery

Items Increased:

- Goods and Services in the amount of \$2,200 for printing and reproduction.

Items Not Funded or Decreased:

- N/A

Athletics Administration

Items Increased:

- Goods and Services in the amount of \$1,138 for dues and membership fees to NWAAC.
- Goods and Services in the amount of \$2,000 for increased insurance cost.
- Goods and Services in the amount of \$2,000 for officials' compensation.

Items Not Funded or Decreased:

- N/A

Men's Basketball

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Women's Basketball

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Clark Art Talks

New Items Funded:

- Goods and Services in the amount of \$13,920.

Child and family studies

Items Increased:

- Salaries and Wages in amount of \$753 for an increase in student help hours.

Items Not Funded or Decreased:

- N/A

Club Service Funding

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

College box office

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Contingency Fund

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Cross Country, Coed

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Health Services

Items Increased:

- Salaries and wages in the amount of \$5,608.
- Grants and subsidies for Psychiatric/Mental Health Nurse Practitioner in the amount of \$5,000.

Items Not Funded or Decreased:

- Decreased goods and services in the amount of \$1,550 for printing, supplies, and education training.

The Independent

Items Increased:

- Goods and Services in the amount of \$2,692 for dues and general supplies and materials.

Items Not Funded or Decreased:

- N/A

Instrumental Music

Items Increased:

- Travel in the amount of \$1,041 for costs previously covered by donations.

Items Not Funded or Decreased:

- N/A

Intercollegiate Baseball

New Items Funded:

- Travel in the amount of \$13,204.

Items Not Funded or Decreased:

- N/A

Intramurals

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Model United Nations

Items Increased:

- N/A

Items Not Funded or Decreased:

- Not funded Travel in the amount of \$11,464 for additional tournaments.

Multicultural Student Affairs

Items Increased:

- N/A

Items Not Funded or Decreased:

- Not Funded Salary and Benefits in the amount of \$17,961 for Peer Mentors.

Orchestra

Items Increased:

- Goods and Services in the amount of \$807 for Supplies and Materials and Rentals and Leases.

Items Not Funded or Decreased:

- N/A

Penguin Cheer

New Items Funded:

- Salaries and Wages in the amount of \$7,401.
- Benefits in the amount of \$592.
- Goods and Services in the amount of \$2,750.
- Travel in the amount of \$2661.

Items Not Funded or Decreased:

- N/A

Pep Band

Items Increased:

- Grants and Subsidies in the amount of \$1,100 for increased performer stipends.

Items Not Funded or Decreased:

- N/A

Phi Theta Kappa

Items Increased:

- Salary and Wages in the amount of \$2,274 for an assistant director.
- Benefits in the amount of \$351 for an assistant director.

Items Not Funded or Decreased:

- Not funded travel in the amount of \$3190.

Phoenix

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Science Consortium

Items Increased:

- N/A

Items Not Funded or Decreased:

- The program directors eliminated the Geology trip due to low student involvement. This decrease resulted in the following line item decreases:
 - o Goods and services in the amount of \$850
 - o Travel in the amount of \$3,457

Service and Leadership In the Community**Items Increased:**

- Increase in Travel in the amount of 2,023.

Items Not Funded or Decreased:

- Decrease in Salaries and Benefits in the amount of \$4,019 for decreased student work hours.

Men's Soccer**Items Increased:**

- N/A

Items Not Funded or Decreased:

- N/A

Women's Soccer**Items Increased:**

- N/A

Items Not Funded or Decreased:

- N/A

Women's Softball**Items Increased:**

- N/A

Items Not Funded or Decreased:

- N/A

Speech and Debate**Items Increased:**

- N/A

Items Not Funded or Decreased:

- Not funded Travel in the amount of \$15,231 for travel to the International Debate Tournament.
- Decrease in Goods and Services in the amount of \$100 for Subscriptions.

Student Ambassadors

Items Increased:

- N/A

Items Not Funded or Decreased:

- After an analysis of the work provided by the ambassadors, the budget has been decreased to accurately fund the portion to the services provided to current students resulting in the following decreases.
 - o Decreased Salaries and Wages in the amount of \$10,522
 - o Decreased Benefits in the amount of \$263
 - o Decreased Goods and Services in the amount of \$300
 - o Decreased Travel in the amount of \$1,800

Student Enrichment

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Student Government

Items Increased:

- Goods and Services in the amount of \$21,666 to more accurately reflect the use of the funds.

Items Not Funded or Decreased:

- Decrease in Salaries and Benefits in the amount of \$8,401.

Student Life

Items Increased:

- N/A

Items Not Funded or Decreased:

- Decrease in Salaries and Benefits in the amount of \$176.
- Decrease in Goods and Services in the amount of \$464
- Decrease in Travel in the amount of \$1,094
- Decrease in Grants and Subsidies in the amount of \$500

Student Nursing Association of Clark College

New Items Funded:

- Salary and Benefits in the amount of \$7,993
- Goods and Services in the amount of \$2,750
- Travel in the amount of \$2,661

Items Not Funded or Decreased:

- N/A

Theatre

Items Increased:

- N/A

Items Not Funded or Decreased:

- The Finance Committee voted to reduce the expenditure allocation by 25% and reduce the expected revenue from \$36,000 to \$15,000 in anticipation that the new program director will take some time to assess the program and develop his or her plans for the Theatre program. The Finance Committee is leaving open the option for the program director to come to ASCC Finance Committee sometime after fall quarter to share the plans and explore a restoration of the funding that is being reduced. This decreased resulted in the following line item decreases:
 - o Salaries and Wages in the amount of \$18,007.
 - o Benefits in the amount of \$5,520.
 - o Goods and Services in the amount of \$10,056.

Track, Coed

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Women's Volleyball

Items Increased:

- N/A

Items Not Funded or Decreased:

- N/A

Vocal Music

Items Increased:

- Salaries and Wages in the amount of \$563 for increased hours for rehearsal pianist.
- Benefits in the amount of \$45 for increased hours for rehearsal pianist.
- Goods and Services in the amount of \$187 for increased costs.

Items Not Funded or Decreased:

- N/A

World Languages

Items Increased:

- Travel in the amount of \$15,689 for increased price of travel.
- Salaries and Wages in the amount of \$2,033 for the second program director stipend.
- Benefits in the amount of \$505 to correlate with the increase in stipend.

Items Not Funded or Decreased:

- N/A



MEMORANDUM

To: Clark College Board of Trustees

From: Robert K. Knight, President

Date: June 9, 2011

Subject: 2011-12 Budget

Background:

The typical schedule for Board of Trustees approval for the College's budget is June of each year. The President and the Executive Cabinet have spent the last 12 months working with the College community to develop a plan to balance the 2011-12 budget. This spring, unit heads had the opportunity to review their base budgets and request zero impact transfers between budgets or objects of expenditure.

The Washington State Legislature forwarded the approved budget bill to the Governor on May 25, 2011. She has not yet signed the bill and has vetoed several sections.

The State Board for Community and Technical Colleges staff intends to provide proposed allocations and tuition schedules to each college on June 10. The Washington State Board for Community and Technical Colleges will meet on June 22-23 to approve the system budget.

Once allocations are received, the College administrators and staff require sufficient time to complete a full analysis of the allocations and develop revenue projections based on the proposed tuition schedule.

Recommendation:

I recommend that the Board delay action on the proposed budget until the August 2011 Board meeting in order to allow sufficient time to develop the 2011-12 budget. Please see the following resolution.

RESOLUTION NO. 138

A RESOLUTION of the Board of Trustees of Clark College, Community College District 14, State of Washington, authorizing the expenditure of state and local funds in an amount equal to the 2010-11 budget, with one exception (see resolution below), to pay for general College expenses until a formal budget is adopted for 2011-2012.

WHEREAS the State Board for Community and Technical Colleges has not approved College allocations and tuition schedules for 2011-12; and

WHEREAS it is necessary to provide continuity of College operations until allocations are received and decisions are finalized; and

WHEREAS the ASCC Finance Committee has concluded its work and requires Board budget approval to continue summer services to students; and

WHEREAS allocations and tuition schedules will be approved prior to the August 2011 Board meeting.

BE IT HEREBY RESOLVED that the Board of Trustees of Clark College, Vancouver, Washington authorizes:

- Expenditure of state and local funds in an amount equal to the 2010-2011 budget; and
- Approval of the ASCC budget to provide services for students during summer quarter.

ADOPTED by the Board of Trustees of Clark College at its regular meeting held June 14, 2011.

SIGNED AND APPROVED by the Chair of the Board and the President of Clark College this 14th day of June, 2011.

CLARK COLLEGE
COMMUNITY COLLEGE DISTRICT 14

By:

Jack Burkman
Chair, Board of Trustees

ATTEST:

Robert K. Knight
President, Clark College



MEMORANDUM

TO: Robert Knight, President

FROM: Rassoul Dastmozd, Vice President of Instruction RD

DATE: June 9, 2011

RE: Sabbatical Requests for 2011-2012 Academic Year

After the Board of Trustees approved the sabbaticals for the 2011-2012 academic year, Professor Chris Wilkins withdrew her approved sabbatical proposal. After the withdrawal of Professor Wilkin's proposal, I proceeded to approach the next ranking candidate, Professor Marylynne Diggs, about moving forward with her sabbatical proposal. Professor Diggs declined, and I thus approached the final ranking candidate, Professor Sally Keely. Professor Keely is interested in moving forward with her sabbatical proposal with the only emendation, that her sabbatical leave be taken during the Spring 2012 quarter opposed to the Fall 2011 quarter listed in her original application.

I recommend that Professor Sally Keely be granted sabbatical during the Spring 2012 quarter. Granting Professor Keely's sabbatical will still keep the cost of the total sabbaticals awarded for the 2011-2012 academic year at the previously committed \$50k level. The Board of Trustees will need to review this information and approve Professor Keely's sabbatical for Spring 2012.

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

Thank you for your consideration.

Enclosures

RD: tc

Cc:

- Bill Monroe
- Tim Cook
- Miles Jackson
- Nicole Marcum

ACTION ITEMS

Minutes of the Business Meeting of the Board of Trustees
Clark College, District No. 14
May 24, 2011
Ellis Dunn Room GHL 213

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

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

Faculty: Dr. Marcia Roi, AHE President; Ms. Sally Tomlinson, Professor; Dee Anne Finken, Professor

Others: Ms. Lisa Gibert, CEO Clark College Foundation; Ms. Bonnie Terada, Assistant Attorney General; Ms. Shellie Johnson, student; Ms. Katie Unverzagt, Independent Editor-in-Chief.

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none">Chair Burkman called the meeting to order at 5:05 p.m.	
II.	BUSINESS MEETING		
II. A	Review of the Agenda	<ul style="list-style-type: none">The agenda was accepted with the addition of Baseball Update under the President's Report.Chair Burkman reviewed the board work session and introduced TACTC representatives Mauri Moore and Erin Brown. Ms. Moore and Ms. Brown discussed the trustee association, state board, and the upcoming trustee conference on student success.	
II. B	Statements from the Audience	<ul style="list-style-type: none">There were no statements from the audience.	

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II. C.	Constituent Reports 1. AHE	<ul style="list-style-type: none"> Dr. Roi reported on the recent meeting between the local union and the state vice president concerning the state's budget. She is also working with the Vice President of Administrative Services on questions the union has regarding the college's budget. She noted that the labor management meetings with college leadership appear to be more productive and she is hopeful that they will continue on in a mutually agreeable manner. Dr. Roi is a member of the search committee for the new Vice President of Instruction. The committee is moving forward with candidates and should begin interviewing soon. The union and college will continue bargaining through May and June. AHE has demanded to bargain the proposed OOI reorganization. There are many questions from the faculty about the process and some do not feel that their input was taken by the college. The union has questions on why there was a need for a reorganization; they are now waiting for data from the college to answer those questions. 	<ul style="list-style-type: none"> Vice Chair Sen Hoss asked again for information on the cost of participation in the WEA Leadership Academy. She had requested the information at the April meeting. She understands that the WEA pays for the costs of the participant, but in light of national budgets, she would like to know the investment in the Academy by the WEA. Dr. Roi told Vice Chair Sen Hoss that she has not had time to research her question yet but will do so.
II. C.	2. WPEA	<ul style="list-style-type: none"> There was no report from the WPEA this evening. 	
II. C.	3. ASCC	<ul style="list-style-type: none"> Mr. Ramirez discussed the recent graduation survey which asked students about their preferences for the 2012 commencement locale. The ASCC budget will be presented to the board at the June meeting. ASCC elections took place in early May and they are now working through the grievance process. Mr. Ramirez recently discussed the proposed tuition increase with President Knight and thanked the college for providing state budget figures. 	<ul style="list-style-type: none"> Trustee Parker asked why some of the chartered student clubs have chosen not to continue next year. Mr. Ramirez will obtain this information for her. Vice Chair Sen Hoss thanked Mr. Ramirez for his service this year. She commended him on doing a great job and complimented him on his passion and enthusiasm as well as the new ASCC report format.

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II. C.	D. Foundation	<ul style="list-style-type: none"> Ms. Gibert announced that the Savoring Excellence event on May 18 was a wonderful success. The students who appeared and performed for the audience showcased the college in its best light. The annual Alumni Dinner will be held on June 9. Vancouver resident, Scott Bieber, has been named this year's Outstanding Alumni. She thanked Riverview Bank for once again sponsoring the dinner. President Knight felt that this year's Savoring Excellence was better than any previous year that he attended and said that the number of donor compliments supports this view. 	
II. D.	Statements and Reports from Board Members	<ul style="list-style-type: none"> Vice Chair Sen Hoss called Savoring Excellence a "real treat" and a showcase of the college. She said it is a wonderful privilege to see the talents of students you might not otherwise have the opportunity to see. Trustee Parker will be attending the GISS conference in June and requested that those trustees who are not able to attend to please send their proxy to her for voting purposes. She thanked the state board and the Gates Foundation for stepping up to allow the system trustees to attend this conference. Trustee Pollard is very much looking forward to the Alumni Dinner this year. Chair Burkman announced that, as a member of the Vancouver City Council, he will be recusing himself from any and all discussions and/or activities concerning a proposed baseball/multiuse stadium. He has notified the Assistant Attorney General of his intent. 	<ul style="list-style-type: none"> Vice Chair Sen Hoss will be the college's board contact in all matters regarding the proposed stadium.

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II. E.	President's Report	<p>STUDENT PRESENTATION</p> <ul style="list-style-type: none"> Ms. Dee Anne Finken, Journalism Instructor, introduced <i>Independent</i> editor-in-chief, Katie Unverzagt, who announced that <i>The Independent</i> recently won 18 of 99 (approximately 20%) awards at the Washington Community College Journalism Association. Among others, the paper received recognition for: <ul style="list-style-type: none"> First Place for Comprehensive Coverage for covering the freedom of speech/hate speech issues; Second Place Comprehensive Coverage for covering the college's budget issues; First and Second Place for personality profiles. The students are very excited and privileged to be the recipients of these awards. Student Shellie Johnson was this evening's <i>Student Success</i> story. Ms. Johnson came to Clark through the Displaced Homemaker's program and is continuing to flourish as she moves forward towards her educational goals. <p>FACULTY PRESENTATION</p> <ul style="list-style-type: none"> Professor Sally Tomlinson showed how the Art Department is helping students handle the high cost of textbooks through the use of various modes of technology. She took the board and assembled guests on a tour of her lectures through Moodle and video clips. She wrote lectures to accompany the visual displays that the students can then access at their convenience. <p>BASEBALL UPDATE</p> <ul style="list-style-type: none"> Mr. Williamson presented an overview of the proposed multi-use stadium and relocation of the Single A team, Yakima Bears, to Vancouver. Contract stipulations: <ul style="list-style-type: none"> There will be no financial contribution from the college. Financing will come from the owners and a proposed 5% county entertainment tax. Proposed suggested uses of the stadium could include baseball, softball, soccer, little league, community events, and commencements. 	

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II. E.	President's Report	<p>BASEBALL UPDATE</p> <ul style="list-style-type: none"> • All stadium use must comply with Title IX—it will be a stadium for other college athletics. • Concerning the lease the college will be represented by the Assistant Attorney General's office. • Mr. Williamson will convey the college's interests to the AAG: <ul style="list-style-type: none"> ○ The college will have access to the stadium at no cost. ○ The team's owners will provide all stadium maintenance. ○ The team's owners will provide all security. ○ All alcohol sales must be in compliance with the college's rules. ○ Parking during mid-day events will be a priority issue to the college. ○ Stadium naming and sponsorships will require input from the college in order to maintain integrity. ○ A cross-college task force is currently working on negotiation items to send to Olympia for inclusion in the contract. • The team owners have so far been very low-key and easy to work with and have addressed every item that the college has brought forth as a concern. • The team owners have agreed to cover the college's negotiating costs with Olympia. • The team owners have been deeply involved in their community and will be providing a college scholarship as well as hiring students for stadium jobs. • The owners have agreed to sign a non-relocation contract and expect to be in Vancouver for at least 20 years. League rules stipulate that they will not be permitted to move to another city (across the river) unless the team is purchased. • No contract has yet been signed, so if negotiations fall through, there will be no loss to the college of any kind. 	

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II. E.	President's Report	<ul style="list-style-type: none"> Input is being solicited from the college community as part of the shared governance process. The college and owners will be meeting with the neighborhood associations, the VA, and the Downtown Association. There could be an impact on events staffing at the college. President Knight provided additional background on the Office of Instruction reorganization. Discussions have been underway in Instructional Council since December of 2010. Minutes from the meetings are on the college website for everyone to view. The reorganization was presented to the College Council; Dr. Dastmozd met with each affected unit and it was discussed at the President's Open Forum. Input was sought from the deans and directors, and the faculty from the affected departments. President Knight met with the deans and found them supportive of the process and they shared their thoughts and concerns with him. The goal of the reorganization is to provide efficiencies in the department, realize financial savings, and smooth out the workload level for the deans. It will also allow the Dev Ed/ABE units to work together for student transition from ABE to the college. Although the union filed a demand to bargain, there was no change to faculty workload or wages, so the college will move forward with the reorganization. President Knight reviewed the Enrollment Report. The college was above budgeted FTEs by 3,000 this past year. Clark is the most underfunded of all the community colleges. The college has formally adopted the free expression values statement and diversity policy. <p>EXPAND ACCESS</p> <ul style="list-style-type: none"> Dr. Dastmozd addressed the growth of hybrid and online classes. Although they are an expensive offering, such classes present an opportunity for students to take more classes. The college will keep the eLearning momentum going and transition to Moodle at the same time. The eLearning staff has done a wonderful job. 	<ul style="list-style-type: none"> Vice Chair Sen Hoss asked for information on any events staffing implications there may be for the college. She emphasized that any contact must be tightly written so that the college is protected and not subjected to any financial burden from any stadium agreement. The college will provide strong leadership throughout the process. President Knight assured the board that monthly updates will be provided to them until the stadium decision has been made.

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II. E.	President's Report	<p>FOSTER A DIVERSE COLLEGE COMMUNITY</p> <ul style="list-style-type: none"> Mr. Belden reported that the Service Learning and International Program departments have been combined. This will enable both units to move forward and allow the study abroad program to grow. Seventeen students and staff from the college attended the 21st Annual Student of Color Conference in Yakima in April. The trip is funded by the ASCC and provides an opportunity for the students to grow their leadership skills. Dr. Rourk provided a snapshot of the recruiting activities of the HR department. Since September 2010, the staff has coordinated all the recruiting activities for 63 full time positions and 1,824 applications for those positions. This does not include part-time staff and adjunct positions. Most of those positions attract over 100 applications each. Candidates have come from all over the United States and the staff has arranged all of their travel arrangements, campus tours, open forums, committee and individual interviews, and media needs. In addition, HR implemented an online application system, NEOGOV, in January, and had to learn the system while actively recruiting. HR is also leading the recruiting efforts for the NWAACC executive director for the OR/WA community college system. <p>RESPOND TO WORKFORCE NEEDS</p> <ul style="list-style-type: none"> In April, there were 28 workshops at TPC where students were introduced to the college, learning center, and the GED program. Dr. Dastmozd would like to offer college courses at TPC sometime in the future to allow students to seamlessly transition from developmental courses to college courses. 	

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II. E.	President's Report	<ul style="list-style-type: none"> The Health Occupations Advising Manager met with a K-12 curriculum partnership group. This collaboration was formed to help local students taking healthcare courses in K-12 coordinate their programs and courses with the college so that they may progress seamlessly through both their secondary and college classes. <p>STATISTICS</p> <ul style="list-style-type: none"> There was no additional information concerning this month's statistics. 	
III.	ACTION ITEMS		
	<ul style="list-style-type: none"> Consent Agenda <p>2011-2012 Sabbatical Requests Chris Wilkins Dwight Hughes Charles Epton Jill Darley-Vanis</p> <p>Minutes from April 26 Board Meeting</p>		<ul style="list-style-type: none"> MOTION: Vice Chair Sen Hoss made a motion to approve the Consent Agenda. The motion was seconded by Trustee Pollard and was unanimously approved.

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	TOPIC	DISCUSSION	ACTION
IV.	FUTURE TOPICS		
		Budget Diversity Operational Plan North Central Site Executive Session Review of College Policies Light Rail Update	Naming Policy (May) K-12 CLE Update Baseball Update
V.	DATE AND PLACE OF FUTURE MEETING <ul style="list-style-type: none"> The next regular meeting of the Board of Trustees is currently scheduled for June 14, 2011 in the Ellis Dunn Community Room, GHL 213. 		
VI.	EXECUTIVE SESSION <ul style="list-style-type: none"> No Executive Session was held this evening. 		
VII.	ADJOURNMENT <ul style="list-style-type: none"> There being no further business, the meeting adjourned at 6:30 pm. 		

Jack Burkman, Chair
 Clark College Board of Trustees

Leigh Kent
 Recorder
 May 4, 2011