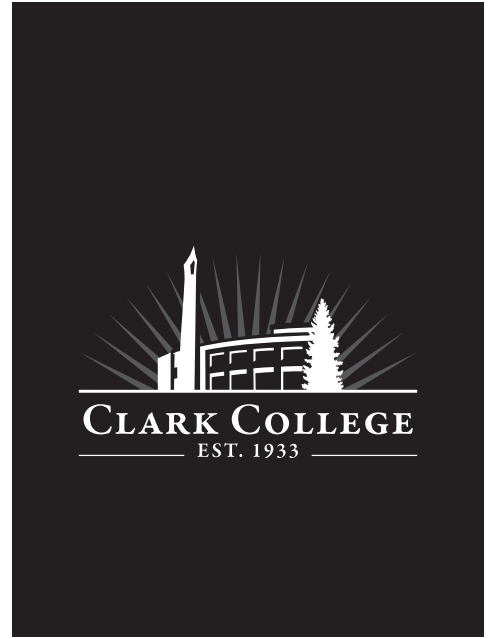


Clark College Board of Trustees



November 30, 2011

Clark College
The Next Step



Vision Statement

Extraordinary Education ❖ Excellent Services ❖ Engaged Learners ❖ Enriched Community



Mission Statement

Clark College provides opportunities for diverse learners to achieve their educational and professional goals, thereby enriching the social, cultural, and economic environment of our region and the global community.



Board of Trustees Goals 2011-2012

Fiscal Responsibility

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

College Climate

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

Shared Governance

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

Diversity

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

Student Completion and Access

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

Responsibility for President

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

Building Partnerships and Representing Constituencies

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

**Clark College
Board of Trustees Packet
November 30, 2011**

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CLARK COLLEGE BOARD OF TRUSTEES
Wednesday, November 30, 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.

- ♦ Budget Discussion (Emergency Declaration)
- ♦ Legislative Agenda
- ♦ Naming Policy

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

No Report

D. Statements and Reports from Board Members

E. President's Report

Student Success Presentation: Annalise Servin

Faculty Presentation: Dr. Katherine Sadler, Women in U. S. History Course

Focus on Learning

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III. ACTION ITEMS

Consent Agenda

- ♦ Minutes from October 26, 2011 Board Meeting
- ♦

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IV. FUTURE TOPICS

- | | |
|--------------------------------|----------------------------------|
| ♦ Diversity Operational Plan | ♦ Clarification of Naming Policy |
| ♦ Multi-use Facility | ♦ K-12 |
| ♦ Review of College Policies | ♦ CLE Update |
| ♦ GISS Student Completion Data | |

V. DATE AND PLACE OF FUTURE MEETING

The next regular meeting of the Board of Trustees is currently scheduled for Wednesday, December 14, 2011 in the Ellis Dunn Room.

VI. EXECUTIVE SESSION

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

VII. ADJOURNMENT

Time and order are approximate and subject to change.

**PRESIDENT'S BOARD REPORT
NOVEMBER 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

- ❖ The Student Learning Center (SLC) is an integral part of the Basic Education Program at Clark College’s Town Plaza Center campus. The SLC offers free learning support services such as tutoring and mentoring programs, a library, a computer lab, and educational workshops to help Basic Education and Second Language learners take the next step on the path to successful educational and career pursuits. (OOI)
- ❖ On October 14-15, 2011, the SLC oriented and trained 12 new volunteer tutors. This seven-hour training consisted of four components covered in two sessions: (OOI)
 - Understanding adult learners
 - Strategies and tips for tutoring in the classroom
 - Best practices and techniques for tutoring individuals and small groups
 - Goal setting and lesson planning strategies

The SLC program manager has reactivated several previously inactive tutors and has placed them with a classroom or in an individual student or small group assignment. All classroom assignments have been filled. Thirty students have been matched with a one-on-one or small group tutors, cutting the waiting list down to 18 students. (OOI)

- ❖ In observance of Washington State Literacy Week, the Student Learning Center hosted a literacy fair on October 20, 2011. The SLC and other invited agencies provided information to students and community members about literacy resources and programs, both at Clark and around the community. Literacy information ranged from early childhood through adult. Services and programs included the Student Learning Center, Clark College Early Childhood Program, Educational Service District (ESD) 112, Fort Vancouver Library, Educational Opportunities for Children and Families (EOCF), and PiPlus tutoring. (OOI)
- ❖ Cannell Library has introduced a new Popular Reading collection to promote literacy and encourage reading. Currently there are 85 titles in this collection. (OOI)

FOCUS ON LEARNING

- ❖ To date, 424 faculty members have participated in one or more Moodle workshops; 130 eLearning and 294 Web-enhanced. (OOI)
- ❖ On September 23, 48 adjunct faculty attended an orientation workshop from 8:30 a.m. to 12:00 p.m. facilitated by Ann Fillmore. Adjunct faculty learned about a wide array of topics ranging from AEW and Instructor Briefcase to where to park. Results from the evaluations indicated that this was a positive experience for the attendees. One adjunct faculty said, “Considering how much information there is worth covering for new adjuncts, I thought the event was well-organized. It made me feel considerably more prepared for the beginning of the semester and was a useful complement to the general new adjunct orientation.” (OOI)
- ❖ Andrew Apter conducted a series of orientation activities for new full-time and tenure-track faculty during Fall Orientation. In the first session, faculty developed and shared their personal teaching visions. The faculty also shared obstacles to achieving their mission as educators. Additional sessions covered development of syllabi and learning outcomes and creating safe learning environments. (OOI)
- ❖ Alyssa Brownlee (Director of the Tutoring and Writing Center) participated in the NW eTutoring Consortium (NWeTC) Advisory Council meeting held fully online on November 4. Action items that came forward included the addition of several subjects for which tutors will be available on eTutoring: Psychology, Nursing and expansion of the computer programming languages that are currently offered. As always, the Tutoring and Writing Center is continuing to look at improving ease of access, and quality and quantity of assistance. This platform continues to be supported by Washington Online (through SBCTC), and funding is expected to continue through the next biennium. (OOI)
- ❖ George Akau, professor in Culinary Arts, was honored in October by the Oregon Chef’s de Cuisine Society. The Society awarded Professor Akau the Chef Emeritus award for his many years of service. Profess Akau had served on the Society’s board of directors for over 20 years and had been Chairman of several special events, including two governor’s dinner banquets and three Academy of Chef’s dinner events. (OOI)
- ❖ Faculty members are working in a wide variety of areas including Transitions, Reforming Precollege Math and Moodle. Recently, Brenda Walstead (Outcomes Assessment Liaison) has taken the lead on an informal literature discussion group, Learner-centered Soup, with the goal to explore what it means to be a learning college. The first meeting was held on November 10 from noon to 1:00 p.m. in the TLC Resource Library. (OOI)
- ❖ Clark College at Columbia Tech Center was the site for the NW eLearning Conference held October 12-14. The annual conference has been held since 2006 in various locations throughout the Pacific Northwest. This year’s event had a record high attendance of 144 people, double the 2010 numbers at the same location. Conference goers had an opportunity to attend a number of informative sessions on topics including: course design, quality assurance in online and hybrid course, student and faculty privacy in the web 2.0 world, bringing eLearning to ABE & ESL, Moodle, and Blackboard. (OOI)

FOCUS ON LEARNING

- Cynthia Foreman (Associate Director of eLearning) was a member of the conference planning committee. Kathy Chatfield (eLearning Instructional Designer) and Librarians Zachary Grant and Lori Wamsley were presenters. Several of the eLearning staff attended and were on hand to provide additional on-site assistance.
- Many Clark College faculty took advantage of the conference. A group of faculty who teach Spanish, Japanese, German and ASL attended the conference on Friday. NW eLearn provided sign language interpreters for the day. The group was particularly interested in lecture capture technology. This technology will make it possible to make recordings of classes and group work that can be streamed over the internet. Promoting lecture capture using Tegrity software provided by the State Board of Community and Technical Colleges is an initiative for the eLearning department this year.
- Participants raved about the beautiful facilities at the CTC and stated that the conference was very worthwhile, and a great opportunity to network with others in the same field.
- ❖ Ann Fillmore, Katy Washburne and members of the Retention Committee have expanded the FIND program (Focus Interests and New Direction) to increase student transition and retention among ABE/GED students. This is the program's second year. (OOI)
- ❖ Kimberly Russell, Ann Fillmore, Jennifer Knapp, Elizabeth Donley, and Mark Baum comprised the Clark College team at the Best Practices exchange at Clover Park Community College, WA, on November 2, 2011. The exchange continues the work on pre-college transitions in the state. Topics covered included learning communities, academic I-BEST, and the use of high school credentials for placement, all of which will need to be examined in the coming year to implement recommendations from the Instruction Commission. (OOI)
- ❖ Glenda Cunningham, Program Coordinator, and Kimberly Russell, Acting Associate Director of Basic Education, completed CASAS Cadre training October 7, 2011, in Olympia as well as online Implementation and Beyond Implementation Training in November 2011. (OOI)
- ❖ CASAS Refresher training for 65 faculty, 5 TPC advisors, and 5 TPC volunteer test proctors has been completed this fall term through multiple training sessions. This is required for compliance with Clark College's Basic Education grant. (OOI)
- ❖ The Transitions Team—led by Ann Fillmore and composed of numerous ESL/ENL/ABE/GED/Dev. Ed and English faculty and TPC Advisors—continues their work from last year on improving student retention and transition to college. This is the second year this group has done significant work in improving and supporting student transition. (OOI)
- ❖ *Independent* editors and reporters interviewed State Representative Jim Moeller during a press conference on October 31 in the student newsroom, part of an effort to help students broaden their breaking-news reporting skills as well as deepen their understanding of politics, government and budget issues. (OOI)
- ❖ Journalism instructor and newspaper adviser DeeAnne Finken attended the Pacific Northwest Association of Journalism Educators fall conference on October 15 in Corbett, Oregon.

FOCUS ON LEARNING

- ❖ Presenters from the University of Washington and the University of Oregon focused on multimedia news reporting and developments in social media. (OOI)
- ❖ Former Clark College journalism students continue to find professional opportunities in their field of study. Kyle Bliquez, Kevin Vandenburg and Katie Unverzagt, who were editors for *The Independent* during the 2010-2011 school year, are freelance sports reporters for *The Columbian*, covering high school football games in and around Vancouver this fall. Unverzagt has also signed on to write high school and college sports on a freelance basis for *The Oregonian*. Former editor-in-chief Jordan Frasier (winter and spring 2010) is an intern for NBC News in Washington, D.C., and a college correspondent for *USAToday*. Frasier attends George Mason University in northern Virginia. (OOI)
- ❖ Stephanie Haas (Career Pathways Center) has completed the first 1/3 of Career Development Facilitator Training. The training, which will be complete in spring 2012, focuses on delivery of career development tools and techniques for students. (OOI)
- ❖ Job Training delivery for WorkFirst students was reorganized to offer a more structured approach to deliver training to the student. Implementation date is November 7, 2011. (OOI)
- ❖ The Re-thinking Pre-college Math (RPM) project was pleased to host two presentations by Ruth Parker on September 22. Ruth Parker is a well known advocate for reform in teaching pre-college mathematics. The topic of her presentation was, "Numeric Reasoning: A Foundation for Geometric and Algebraic Reasoning." During these presentations to groups of local math instructors, Ruth provided examples of short lessons that linked numeric reasoning with algebraic and geometric reasoning. She made the case that these lessons could be incorporated into classroom activities at the high school or college level, bringing great benefit to the students as they work with algebraic concepts. A total of 73 teachers attended the afternoon and evening presentations. Among those who attended were 43 faculty from Clark College as well as nine instructors from Lower Columbia College. The remaining attendees were math teachers or administrators affiliated with local high schools. (OOI)
- ❖ In support of the Retention Plan and the Title III grant, Rebecca Boyer and Miles Jackson attended the Washington State Learning Community Coordinators Conference at Skagit Valley College on October 21. Learning community coordinators and instructors in two-year and four-year colleges discussed strategies for implementing and expanding learning communities to support student retention and completion. (OOI)
- ❖ On October 22 and 23, twelve dental hygiene students and two faculty members attended the Washington State Dental Hygienists' Association House of Delegates in Spokane, Washington. The students were able to learn about, experience and participate in the legislative process of their professional organization. (OOI)
- ❖ Cindy Myers, Director of Nursing, attended the fall Council of Nursing Education in Washington State (CNEWS) meeting on October 26 -28. The following three initiatives are current areas of focus for the CNEWS group: (OOI)

FOCUS ON LEARNING

- Leadership Development (Cindy is member of this committee)
 - Stabilizing the Organizational Structure
 - Academic Progression
- ❖ Fifteen members of the Security Department were certified/re-certified in First Aid/CPR/AED (Automated External Defibrillator). (AS)
- ❖ Ken Pacheco, Director of Safety and Security, and the Vancouver Police Department provided training to staff at the Town Plaza Center regarding 911 issues. (AS)
- ❖ Ken Pacheco provided Active Shooter Response Training for Office of Instruction employees. (AS)
- ❖ The International Student Advisor and the International Student Academic Advisor co-presented in Priscila Martins-Reads' HDEV 111: Cultural & Academic Fundamentals course on October 21. The two presented on student safety, academic advising and university transfer. (SA)
- ❖ Staff from the Advising Department represented Clark College at a statewide Intercollege Relations Commission (ICRC) meeting at Gonzaga University in Spokane on October 13-14. ICRC is an organization that aims to assist with the transfer of students between institutions of postsecondary education. The organization is comprised of representatives of widespread positions from the State Board for Community and Technical Colleges, Higher Education Coordinating Board, and various educational institutions located throughout the state of Washington. Topics of discussion included persistence rates of students in pre-college course work, communication and math requirements in the Direct Transfer Agreement (DTA), Prior Learning Assessment, and various legislative updates. (SA)
- ❖ Five Advising 101 workshops for Running Start (RS) students were presented in October. A total of 46 RS students attended the workshops, which are now required before a one-on-one advising appointment can be made with a RS advisor. During the 90-minute workshop, students learned about the Associate in Arts degree and tips for college success. Pre- and post-workshop surveys indicate that the students found the workshops to be very beneficial. These workshops will continue throughout the year, with four more scheduled in November. (SA)
- ❖ The Director of Advising attended the Washington State Advising and Counseling Council (ACC) meeting at Big Bend Community College on October 20-21. Serving as President for this academic year, the Director of Advising facilitated a two day meeting that included an interactive workshop on systems thinking, a discussion of the functional needs for the ctcLink project from an ACC perspective, and a look at some of the best practices that are occurring at various campuses across the state. Particular attention was paid to how some campuses are utilizing technology to enhance the services provided to students. (SA)
- ❖ The Assessment Center's GED Examiner staff attended training by the State GED Administrator on October 27 outlining changes in the approved disability test accommodations processes. The 2013 transition from paper-based GED testing to electronic testing was also discussed. (SA)

FOCUS ON LEARNING

- ❖ The Volunteer & Service-Learning Program Assistant and the Career Services Director participated in the required Washington Campus Compact annual membership meeting on October 13 for professional development and networking with other service-learning coordinators in the state. The meeting focused on the growth and expansion of Service Learning across many of our Washington Colleges and offered an opportunity to identify best practices. (SA)
- ❖ The Career Center Program Manager joined a team of seven Clark employees to attend the workshop *“Organizing for Sustainability-across-the-Curriculum”* on October 21. The workshop was co-hosted by the Center for Social and Environmental Justice and Washington State University Vancouver as an opportunity to meet faculty and staff from other campuses to find out what they are doing and how we can work with each other. The workshop also served as a planning session for an April 2012 conference on Curriculum for the Bioregion, an initiative of Washington Center for Improving the Quality of Undergraduate Education. (SA)
- ❖ During the month of October, AEW opened fall reporting with the greatest participation rates that we have seen to date; 78 distinct instructors used AEW to generate reports on 419 distinct students during the first week of reporting, and numbers remained high through the rest of October reporting. The faculty liaison promoted AEW in October with drop-in help sessions, posters, and a new email campaign that features email testimonials from instructors who use AEW that advocate for using the tool. (SA)
- ❖ ASCC Activities Programming Board members and the Student Life Program Coordinator attended the National Association of Campus Activities (NACA) regional conference in Spokane on November 3-6. The NACA Regional Conference featured talent showcases, educational programs and the Campus Activities Marketplace, which offered our students unique opportunities for booking talent, networking, information sharing, and gaining additional education on leadership and programming activities. (SA)
- ❖ The Multicultural Retention Manager attended the Multicultural Student Services Directors Council (MSSDC) meeting in Pasco on October 12-14. Topics included discussions on the 2011-2012 work plan, a presentation regarding the WA CTC Student Coalition for Lesbian, Gay, Bisexual, Transgender, & Questioning Demographics (LGBTQ), and a joint meeting between MSSDC and WSSSC (Washington State Student Services Commission) to discuss the Top 10 Institutional Barriers for students of color. (SA)
- ❖ The Peer Mentors hosted a luncheon for a class of twelve (12) English as a Second Language (ESL) students from Town Plaza Center on October 18 to discuss what it is like to be a student on main campus. The Peer Mentors also gave them a tour of the main campus and provided available resources. (SA)
- ❖ The ESL-Latino Outreach Coordinator attended a workshop on October 5 at the YWCA on eliminating racism. This workshop emphasized respect for all through discussion of racist remarks, negative body language, and alienation. (SA)

FOCUS ON LEARNING

- ❖ The Volunteer & Service Learning Program Assistant along with ten students assisted with the “Turf-to-Trees” campus tree planting on October 20 to fulfill a requirement of the Tree Campus USA status. The tree planting was sponsored by the Clark College Campus Tree Advisory Committee and partnered with the City of Vancouver. The trees are planted east of Anna Pechannec Hall. (SA)
- ❖ Planning and Effectiveness generated reports that identified the proportion of high school graduates who placed into college-level in mathematics, writing, and reading for each high school and school district. The reports were mailed to each area high school principal and district superintendent. (P&E)
- ❖ Completed a survey project with pre-college math faculty to assess students in their classes regarding personal responsibility and math success. This assessment was conducted at the beginning of the quarter. It allowed instructors to determine students’ sense of responsibility and attributes related to math so that faculty could focus on improving these. Best practice has shown that a sense of responsibility and positive attributes related to math are linked to achievement in math courses. (P&E)
- ❖ Corporate & Continuing Education’s Winter Explorations Class Schedule was sent to approximately 150,000 Vancouver households the weekend of November 18, 2011. The winter schedule promoted the new CCE website, as well as collecting email addresses for online notifications of future classes and promotions and the Corporate Learning Center rental facilities. (CCE)
- ❖ Communications Specialist Hannah Erickson and Graphic Designer Jenny Shadley have sent the winter 2012 class schedule to the printer; it expected to reach the mail and arrive at the college on Nov. 14. A feature article will focus on how changes in the Computer Graphics Technology program at the college reflect the efforts by the college to keep up with ever-changing technology. The schedule will also feature a new map of the main campus. Created by Jenny Shadley, the new map includes information about the locations of bike racks, car pool areas, areas for handicapped parking, food and beverage providers, and the areas for Health Services, the Dental Hygiene clinic and Counseling. Hannah Erickson also worked with Oregon Lithography to significantly reduce the cost of both mailing and printing the schedule. (C&M)
- ❖ Pat McDonald completed a weekend Integrated Marketing Communications course at Pacific Northwest College of Art (PNCA). With an emphasis on social media strategy, teams developed a campaign for Farmers Ending Hunger. They prepared a competitive analysis, target audience recommendations, objectives, strategies, budget, layouts, and an evaluation plan both face-to-face and using Google Docs. (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

- ❖ eLearning provided a total of 745 Moodle course shells for fall 2011. Shells for hybrid classes increased by 26% from fall 2010 and shells for web-enhanced face-to-face classes increased by 22% from fall 2010. (OOI)
- ❖ This fall, the total number of unique Moodle users is 9,415 (59% of the registered students). Of those, 2,920 students are enrolled in eLearning classes (online and hybrid) and 7,656 students are taking web-enhanced classes. There are 1,161 students taking both eLearning and web-enhanced classes. (OOI)
- ❖ The ESL department placed 46 copies of their course textbooks on reserve at Cannell Library, where the Library staff created a 14-day loan period for the four ESL courses that use the textbooks. These 46 books have had a total of 67 check outs between the beginning of fall quarter and the end of October. (OOI)
- ❖ The faculty and students at the college continue to utilize course reserves through the libraries. For fall 2011, total reserves were 540; 483 at Cannell Library and 57 at the Information Commons at CTC. The Reserves collection at Cannell added 170 new items and 20 were added at the iCommons. The most frequently checked out reserve item is *Elementary & Intermediate Algebra* (311 checkouts as of 10/27/2011). The top nine items borrowed are Math textbooks. (OOI)
- ❖ Cannell Library faculty have booked 104 videos for fall quarter. (OOI)
- ❖ There are 4,627 currently enrolled students who are using either a Clark College Library card or their student IDs to check out materials (3,518 cards and 1,109 ID cards). There are 270 students who use a Student Learning Center library card to check out materials. (OOI)
- ❖ The Clark College Libraries continue to have very active use of all of the items and services offered. In October, Cannell circulated 1,468 reserve items, 1,310 books, 191 audiovisual items, 1,308 pieces of equipment. Also, the large group study rooms in Cannell Library were reserved 60 times. The iCommons circulated 46 reserve items and 55 pieces of equipment. The Student Learning Center at Town Plaza Center circulated 145 books. (OOI)

EXPAND ACCESS

- ❖ Students are using tutoring services through a variety of options. During fall quarter, 150 students have used eTutoring almost 300 times. Halfway through the term, there are approximately 750 registered 'tutees' who have used Clark College tutoring services about 4,600 times. At this pace, the college should easily surpass the all-time record of about 1,000 students using the Tutoring center 6,000 times in a term (Fall 2010). (OOI)
- ❖ As a member of the Orbis Cascade Alliance, Clark College is participating in a pilot project to purchase e-books based on patron demand. Clark College Libraries added a collection of 12,334 demand driven acquisitions (DDA) e-books to the library catalog in July 2011. The college community has used the collection 111 times since July. The total list price of the content used is \$11,292. Clark College paid \$2,500 (22% of the list price) to facilitate access to this collection at its libraries. (OOI)
- ❖ Fred Rosenzweig (ESL) attended the NW eLearning Conference and is also completing QM (Quality Matters) training. Fred is also acting as the Moodle Mentor for TPC to help expand use of Clark's LMS in Basic Education. (OOI)
- ❖ Seven Basic Education faculty attended the Tri-TESOL conference at Highline Community College on October 21-22, 2011. Donna Aase, Diane Tehrani, Phoebe Daurio, and Priscila Martins-Read made presentations at the conference. (OOI)
- ❖ Clark's ESL program started once-a-week classes at Evergreen School District's Marriion Elementary in fall 2011 and will return to Harney Elementary in winter 2012. (OOI)
- ❖ A WorkFirst only Jumpstart was created for entry of WorkFirst students into the ABE program. This allows for increased partnership with the Department of Social and Health services by offering space for referrals for ABE instruction. (OOI)
- ❖ NERD Girls held the first in a series of lectures, "Exploration of the Solar System," on November 8 with a riveting presentation by Professor Dick Shamrell. (OOI)
- ❖ NERD Girls holds a STEM mentoring session every Friday from 3-5 pm in APH 206. On Friday, October 28, it included a pumpkin carving event as well. Three of the participants had never carved a pumpkin before. (OOI)
- ❖ NERD Girls is holding a Stocking Stuffer Drive to benefit the Food Bank. Purple collection boxes are located in APH, Bauer, and Scarpelli. (OOI)
- ❖ Engineering Club will be holding their "Galactic Griddle Cakes" event on December 9. Participants will get to eat pancakes and learn about the physics of pancakes, the science of syrup, and the pancake theorem. (OOI)
- ❖ On December 1, the Engineering Club will be holding their quarterly competition, "Spanning the Clark River," which consists of building a bridge out of a phone book and glue that will span one meter. The bridges test to failure in APH 206 from 9:00 a.m. to 3:00 p.m. Over 100 students will be participating. (OOI)

EXPAND ACCESS

- ❖ Federal Highways administration came to present and interview Clark students for summer internships on Monday, November 7, with over 20 students participating. Federal Highways chooses at least two of Clark's students each year for these highly sought after internships that are typically saved for students in their junior year. (OOI)
- ❖ The 4th Annual Elementary Science Olympiad was hosted by Clark College on Saturday November 19. This event, which is co-sponsored by SW WA Regional Science Olympiad, provides the opportunity for 300 local elementary students from 20 local schools to participate in five different competitive science, math, and engineering activities. Assistance was provided by the following faculty and staff, as well as more than 80 student volunteers: Tina Barsotti, Lauren Bradford, Paul Casillas, Daniel Cascaddan, Diana Coatney, Darci Feider, Erin Harwood, Jonni Hattershede, Susan Mangin, Patrick Sevier, and Ruth Trejo. (OOI)
- ❖ An online version of SOC& 101—Introduction to Sociology will be offered for the first time in winter 2012. Thanks to adjunct Sociology instructor Terri Kelly for developing an online version of this high-demand transfer course. (OOI)
- ❖ The Pharmacy Technician program for the first time this past spring offered an Associate in Applied Technology (AAT) in Pharmacy Technician Leadership which is intended for those students who would like to continue their education beyond the Pharmacy Technician Certificate of Proficiency. This past summer, the program had the first graduate with an AAT and 11 current students are scheduled to complete their AAT this fall along with their Pharmacy Technician Certificate. (OOI)
- ❖ Ken Pacheco participated in two mock press conferences for Journalism 101 classes. (AS)
- ❖ A Health Occupations and Education Program Specialist presented an overview of the Health Occupations programs and advising services available at Clark College to ten students in the ABE/ESL Health Occupations class on October 26. Goals of the presentation included increasing students' awareness of health occupations opportunities available to them at Clark College, clarifying the steps to transition to Clark's main campus, as well as encouraging the students to access advising services. (SA)
- ❖ The Advising Department coordinated visits from the Art Institute of Portland on October 6, the Warner Pacific College Adult Degree Program on October 13, and a visit from Portland State University on October 19. Clark students were provided information and were able to ask questions from university representatives about transferring after they complete their goals at Clark. (SA)
- ❖ The Student Ambassadors conducted eight individual campus tours for prospective students in October. (SA)
- ❖ The Admissions Office hosted McLoughlin Middle School College Compass Club on October 19 and a Gear-Up Group on October 28. Both groups received admissions presentations and campus tours. (SA)

EXPAND ACCESS

- ❖ The Admissions and Assessment offices, in partnership with the Running Start program, have improved services to potential Running Start students. In the past, Running Start students could only access admissions and assessment services during designated time periods. Beginning winter 2012, Running Start students may access admissions and testing services at any time during office hours. (SA)
- ❖ The Career Center Program Manager presented sessions related to finding careers at two community-based ASPIRE groups sponsored by the housing agency, Share, on October 20. ASPIRE—Achieving Self-sufficiency Personal Improvement and Resource Education—provides transitional housing and case management to families and single adults on their way to stability and self-sufficiency. For each group (60 parents and 25 single adults), the Career Center Manager offered a Q & A session on overcoming barriers to choosing a career, finding a job or attending college and offered free one-on-one appointments. (SA)
- ❖ Institutional research staff from both Clark College and the Vancouver School District are discussing ways and purposes to share data. The goal of data sharing is to improve the transition between high school and college, as 50% of service district high school graduates who attend college, come to Clark College. To further determine what is possible and best practices related to data sharing between high school and colleges, two people from Planning and Effectiveness attended a summit located in Spokane, WA, that brought together more than ten area school districts, legislators, and the workforce development council. Other institutional research staff from Washington State community colleges also attended. Clark College staff have identified that institutional research is one key way in which we can improve partnerships but an interest and common language need to be established. One way this can begin is through the regular reporting of the student outcomes related to area high schools. (P&E)
- ❖ Webmaster Chris Concannon rebuilt the “Classes Today” web application to allow instructors access to notify students of any cancelled classes. The system sends an email to the department, students and lists the cancellation on-line. (C&M)
- ❖ Communications Specialist Hannah Feldman has begun using HootSuite to schedule strategically timed tweets in support of college events, important deadlines, and planned school closures. (C&M)
- ❖ Web Specialist Tahnya Huneidi teamed with Susan Muir of Student Affairs to rebuild the Academic Early Warning (AEW) web area, providing students with more information and resources. (C&M)
- ❖ Webmaster Chris Concannon is working with the Foundation to build an online Foundation Scholarship application. The goal is to launch the application in December. (C&M)
- ❖ Web Assistant Tahnya Huneidi coordinated a web ad and web page for the All-USA Academic Team Fall Common Application (an application for multiple scholarships). (C&M)
- ❖ The new Clark College Forum on ClarkNet has been successfully launched. (C&M)

FOSTER A DIVERSE COLLEGE COMMUNITY

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

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

Progress

- ❖ The 16th Annual Washington State Faculty and Staff of Color Conference on October 27-30 was well attended by Clark faculty, staff and administrators, including TPC staffers Amy Tam, Rosalba Pitkin, May Sablan, and Susan Tjahjadi, faculty members Debi Jenkins and Dian Ulner, Office of Instruction staff members Tyler Chen and Roz Guerrero, and instructional administrator Miles Jackson. (OOI)
- ❖ WorkFirst employees Neil Fykerud, Stephanie Haas, Brianna Bullick, and Tiffany Williams completed STEPS training through the YWCA, “Eliminating Racism Workshop Introduction.” (OOI)
- ❖ Keith Stansbury, Izad Khormaei, Carol Hsu, and Tina Barsotti will be attending the fall WCERTE (Washington Council for Engineering & Related Technology Education) conference on December 1-2 at Saint Martin’s College in Lacey WA. (OOI)
- ❖ The Horticulture Program sponsored a Tree Campus USA event in October. Four new trees were planted in the arboretum area of campus with support from students in the environmental biology classes and the Horticulture Program. Clark College was awarded the Tree Campus USA status from the Arbor Day Foundation in 2011. (OOI)
- ❖ On November 14, Clark History Professor Katherine Sadler gave an International Education Week presentation entitled, “Global Citizenship: History and Practice,” and moderated a panel with former Clark students Sarum Plork and Charla Boley on global citizenship and international responses to genocide. (OOI)
- ❖ The Vice President of Student Affairs and the International Programs Manager participated in an English Language Center (ELS) Fall Recruitment Tour in Asia from October 13-31. They visited a total of seven cities in four countries: China, Japan, South Korea and Vietnam. The tour included five (5) student recruitment fairs, seven (7) counseling agent workshops and two (2) international market briefings. In addition, they met with the Vice Consul at the U.S. Embassy in Seoul, a Clark College alum, a current agent partner, the Chairman of Zinch China, and two prospective students interested in attending Clark College. (SA)
- ❖ The ESL-Latino Outreach Coordinator attended and participated as a panel member at a one-day cultural competency training, “Understanding Latino Communities and Increasing Effectiveness by Working Together” at the Marshall House at Fort Vancouver on October 19. Dr. Jose L. Garcia-Pabon, Latino Community Studies and Outreach Specialist at Washington State University Extension, provided the group with a variety of tools, skills and strategies on ways to understand the Latino Community. (SA)

FOSTER A DIVERSE COLLEGE COMMUNITY

- ❖ Twenty (20) faculty and staff from Clark College attended the Faculty and Staff of Color in Higher Education Conference at the Vancouver Hilton on October 26-28. The conference focused on increasing higher education professionals' capacity to inspire, model and lead in the effort to combat racism, promote ethnic and racial diversity and achieve excellence in higher education. The keynote speakers were Dr. Caprice Hollins, Dr. Frances Contreras, and Dr. Justine Guillory. The Multicultural Retention Manager and Clark College student Roslyn Guerrero also co-presented the workshop, "The Voice Behind the Policy: Developing a Bias Based Incident Protocol." (SA)
- ❖ The Multicultural Retention Manager, Peer Mentors and students spoke to three Women Studies Classes on October 20 regarding the topic of racism and being women of color. The intention was to create an environment for the students to learn about others experiences dealing with racism and to gain a mutual respect of the issue. (SA)
- ❖ The Clark College Native American Celebration Committee sponsored the 'Educating for the Seventh Generation: Celebrating Indigenous Cultures' event on November 4. Board of Trustee Jack Burkman presented the welcome address to approximately 600+ college and community members, followed by Isaac Trimble playing the flute while Indian fry bread tacos were served. Guests also enjoyed a Pow Wow gathering, which included community organizations and vendors. (SA)
- ❖ Jessica Beach was appointed to the position of Secretary Senior in the Developmental Education Department effective October 17, 2011. Jessica has an Associate's degree in Graphic Design from Mt. Hood Community College and has coursework from DeVry University. She has previous work experience with Carrington College, Randstad, and Sun Furniture.
- ❖ Lauren Bradford was appointed to the positions of Program Manager A in the Environmental Health and Safety Department effective October 17, 2011. Lauren has a MBA from the University of Portland, a Master's degree in Environmental Engineering and a Bachelor's degree in Chemical Engineering from Stevens Institute of Technology. She has previous work experience with Frito Lay, Inc., Weyerhaeuser Company, and CH2M Hill.
- ❖ Kristopher Fowell was appointed to the position of Nursing Simulation and Skills Lab Technician in the Nursing Department effective October 17, 2011. Kristopher has an Associate's degree from Portland Community College. He has previous work experience with The Carpenters Garage and ColumbiaCare Services, Inc.
- ❖ Rebecca Benson was promoted to the position of Program Support Supervisor 1 effective October 17, 2011. Rebecca has been with the college since August 2005.

FOSTER A DIVERSE COLLEGE COMMUNITY

- ❖ Anita Bonar has retired from her position of Secretary Senior in the Computer Technology Department effective October 14, 2011. Anita had been with the college since November 2004.
- ❖ Senior Graphic Designer Pat McDonald designed an email template for the 2011 Combined Fund Drive which kicked off on Wednesday November 2. (C&M)
- ❖ Communications Specialist Hannah Erickson and Graphic Designer Jenny Shadley created a special stand-alone calendar of events in the November 7, 2011, issue of *Clark 24/7* in support of International Education Week. Executive Director of Communications and Marketing Barbara Kerr provided media relations support for International Education Week. (C&M)
- ❖ Pat McDonald designed posters, signs, email and home page notices and took photos for the “Educating for the Seventh Generation: Celebrating Indigenous Cultures” event which took place Nov. 4, attracting more than 600 attendees. (C&M)
- ❖ Executive Director of Communications and Marketing Barbara Kerr coordinated media relations related to the announcement of the Iris Awards, which will honor women of achievement in Southwest Washington. Nominations will be accepted through Nov. 30. Announcement of the first honorees will be made during the State of the College address on Jan. 19. The Iris Awards celebration will be held in the Gaiser Student Center on Thursday, March 8 – International Women’s Day. The event is the result of a partnership among Clark College, the Clark College Foundation and the Vancouver Business Journal. (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

- ❖ Sunnie Elhart, BMED Department, has earned an AHIMA certified ICD-10 trainer certification and is the only trainer working in either public or private education in the Portland/Vancouver region. ICD-10 standard will be replacing ICD-9 as of October 1, 2013, and this new training standard will put Clark College students in even greater demand in the local region. (OOI)
- ❖ Over fifteen students from the BMED depart are currently participating in service learning activities volunteering at free clinics, both Vancouver hospitals, low-income clinics and multiple long-term care facilities while working and going to school. (OOI)
- ❖ The Portland Litho Club and Computer Graphics Technology (CGT) Department partnered to create an internship-based scholarship, administered by the Clark College Foundation. Instead of simply handing out scholarships, a work-based program was designed that has become a win-win-win experience for Clark's students, local businesses and industry. To date, five internships have been developed. Graphic design students have worked at Northwest Printed Solutions, Metro Print, Battleground Printing and Mollet Printing and a web design student was recently placed at Beaming White, LLC. Two students were offered employment at the completion of their internships. (OOI)
- ❖ TPC administration and staff met with LEP/PIC staff to establish improved process and increased connection between programs to better meet needs of WorkFirst students. (OOI)
- ❖ Jennifer Knapp attended the Fall WorkForce Education Council (WEC) meeting in Tacoma. (OOI)
- ❖ Jennifer Knapp attended the WorkSource Open House on October 27, 2011. WorkSource shared information regarding the customers they serve. Scott Bailey reported on the economic outlook. (OOI)
- ❖ The two year Local Planning Area strategic plan was submitted in October through DSHS. Jennifer Knapp worked with Kristine Hammond, DSHS, and Robert Brown, ESD, to lead the planning process. (OOI)
- ❖ Neil Fykerud attended the PIC – CJ meeting on October 24, presented to PIC staff planned WorkFirst jump start options for fall and winter quarters to inform PIC staff and promote referrals. He sent information /request for referrals for upcoming fall and winter WorkFirst jump start program options to managers at PIC, WorkSource, and DSHS for staff distribution. (OOI)

RESPOND TO WORKFORCE NEEDS

- ❖ The Nursing Department lab hosted approximately 75 6th to 8th grade students from local middle school attending MESA (Math, Engineering, Science Achievement) Math and Science Day at the WSU-V campus on November 4. Nursing's topic was, "Nursing with High-Tech Simulators in the Operating Room." Sim Man Essentials (purchased this summer with Clark College Foundation grant funds) was up and running in the OR (operating room). In response to a student survey question, 71% of students who completed the survey indicated that the experience (Math and Science Day) had increased their interest in math and science. (OOI)
- ❖ The Career Services Job Developer organized and facilitated an Employer Speaker Panel on October 19 featuring Clark County, Columbia Machine, USDA Forest Service, CampusPoint and Employers Overload. The panel shared resume, interview and career path advice to approximately 75 faculty and students. Feedback received stated that the information was valuable and informative. (SA)
- ❖ The Bonneville Power Administration provided a recruitment presentation to approximately 57 Clark College accounting students on October 26 regarding eight open positions in their accounting/finance department. The Recruiter for BPA said that approximately 60% of their workforce will be retiring in the next few years and the managers are looking for replacements to train. (SA)
- ❖ The Disney College Program was on campus recruiting for their program on October 18. Of the 49 students who attended their presentation; 47 expressed interest in the internship program at either Disneyland or Disney World. (SA)
- ❖ For the second consecutive year, the NW eLearning conference was held in the Corporate Learning Center at Columbia Tech Center. The conference held on October 12 - 14, 2011 included 35 presentations utilizing nine classrooms. Corporate & Continuing Education staff provided technical support for the conference streaming live video through the building's two lecture capture systems. Links were created making videos available on the NW eLearning website. Over 140 participants attended the conference. (CCE)
- ❖ Corporate Education held its second marketing event of the Lunch & Learn Series on October 20, 2011 at Columbia Tech Center. The topic, "Social Media Value: Beyond Just Posts & Tweets", was presented by Anna Hutson of Formic Media, an agency that specializes in social media marketing and small businesses. The event was a success with 23 individuals in attendance. (CCE)
- ❖ Corporate Relations Manager Michelle Giovannozzi recruited participants for two manufacturing focus groups held on November 3 & 10, 2011. These focus groups were created in response to several local manufacturers who have expressed a need of a consortium training tailored to the schedules and learning needs of manufacturing workers. Companies in attendance included WaferTech, Logitech, SEH America, Cadet, Frito Lay, TetraPak and Pedigo. In addition, Corporate Education activities included: Generational Diversity for the Board of Directors of Vancouver's Downtown Business Association, Lean Training for Christensen Shipyards, and Train the Trainer for SEH America. (CCE)

RESPOND TO WORKFORCE NEEDS

- ❖ Corporate and Continuing Education eLearning staff has developed an on-line sales training for RS Medical. The training has been developed to educate a national sales team on a new product line that RS Medical is launching. (CCE)
- ❖ Corporate & Continuing Education staff attended the following events to promote corporate & community relations:
 - Export Strategy Workshop
 - La Center School District job fair
 - Pacific Northwest Defense Coalition
 - Clark County Rotary
 - Greater Portland Metropolitan Export Initiative (MEI) Leadership Briefing
 - Manufacturing focus groups
 - CREDC Board Meeting
 - Manufacturing Workforce Career Summit
 - SW Washington PubTalk
 - CREDC 4th Quarter Luncheon
 - CREDC New President Reception (CCE)
- ❖ Planning is underway among Dean of Health Sciences Blake Bowers, Prof/Tech Advising Divisional Manager John Maduta, Marketing Director Brian Scott, Designer Pat McDonald and Web Specialist Tahnya Huneidi to introduce Clark College's newest degree transfer program, Health Informatics, for winter quarter. The introduction will include both web and traditional communication to current and prospective students. Material will provide a link to Oregon Institute of Technology's (OIT) Portland campus, where students can learn more about their Health Informatics bachelor's program and the transfer process. Clark's Health Informatics program is specifically designed to provide a seamless transfer to OIT's program. Clark's program in Health Informatics provides for more total transfer credits (128) to the OIT Health Informatics bachelor's degree program than any other regional community college. (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

- ❖ During August and September, Cannell Library staff began an inventory of all of the circulating book collections managed by the unit (Cannell Library, the Information Commons at CTC, the Teaching and Learning Center, and the Student Learning Center at TPC). Over half of Cannell's collection, 30,453 items, and all of the smaller collections were inventoried. Cannell Library staff plan to complete the inventory during winter break. (OOI)
- ❖ Improvements have been made in delivery of ABE/GED/ESL New Student Orientation to decrease overall time from entry to start of classes, as well as to improve ability of students to access classes. Comprehensive orientation training is being provided to faculty, and a streamlined schedule has been implemented for winter 2012. (OOI)
- ❖ The TPC Advising Team and WorkForce Staff participated in an updated training in Advisortrac with Andrew Long on November 8, 2011. The goal is to use the Advisortrac as part of a seamless tool for student transition and progression. (OOI)
- ❖ The TPC Advising team hosted the TPC and Main Campus Joint Advising Team Meeting on October 28, 2011. (OOI)
- ❖ The Clark College Dental Hygiene Department hosted an Open House on November 14, 2011, for the completion of its new dental lab to assist students in learning and meet the Commission on Dental Accreditation requirements so that Clark College is now in compliance with its third-party accreditor. The Dental Hygiene Program would like to thank Clark and the Clark College Foundation for the financial and other resources necessary to make this happen. (OOI)
- ❖ (Related to the Department of Education Emergency Management in Higher Education grant: The grant Mid-Point Report, which details specific objectives and accomplishments in the first half of the two-year grant period, was completed and submitted to the Department of Education. Additionally, the College took receipt of an 18'x32'x15' tent, to be used for emergency sheltering or operations. Emergency Management Planning Committee members are mustering a team to erect the tent as a training opportunity for participating staff, faculty and Campus CERT members. (AS)
- ❖ In the spirit of cooperative emergency management planning, the College entered into a Memorandum of Agreement with Clark County Public Health. The MOA provides for use of College buildings in the event of a public health emergency where mass vaccination or mass antibiotic dispensing sites become necessary. (AS)

ENHANCE COLLEGE SYSTEMS

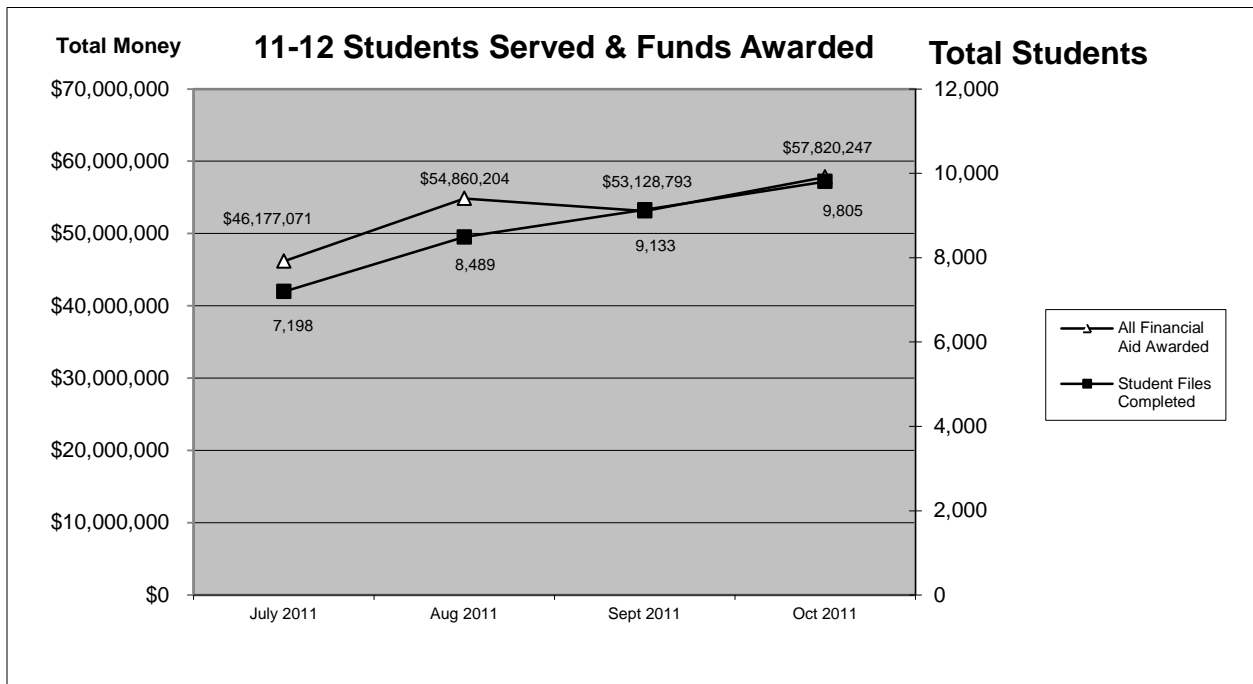
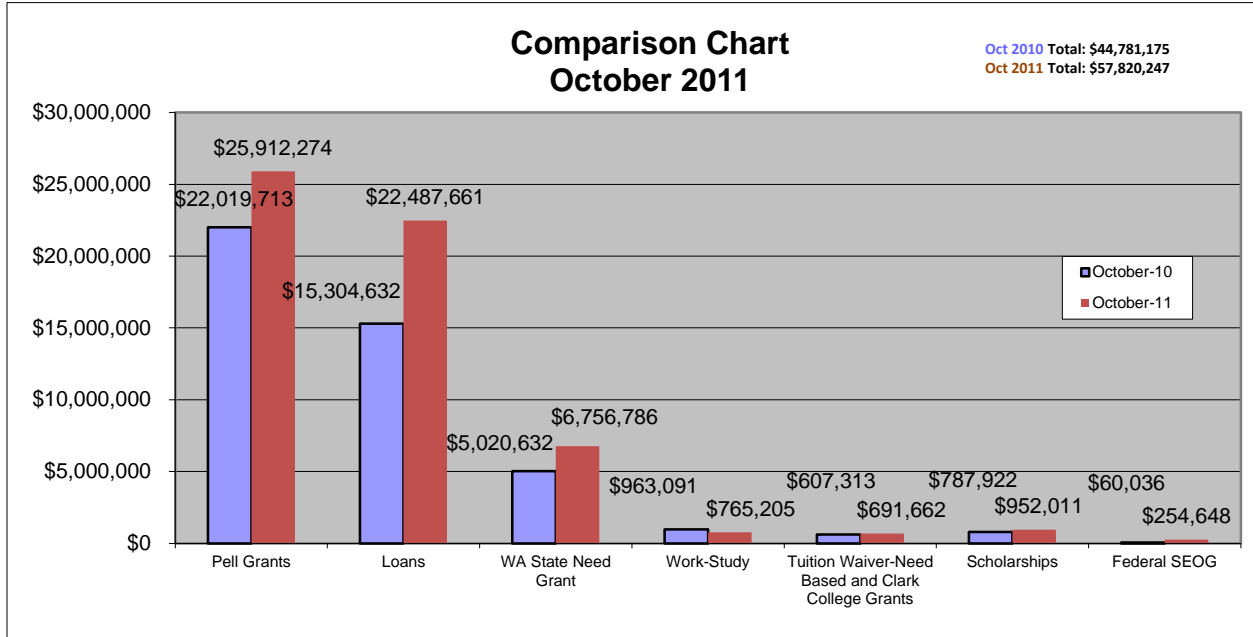
- ❖ Faculty and staff responded enthusiastically to a recent campaign to enlarge the Campus Community Emergency Response Team (CCERT) with 13 new volunteers. This brings the number of Campus CERT members to 45. CERT teaches basic disaster response skills such as light search and rescue, emergency scene safety, and disaster medical operations. Campus CERT members are an integral component of the College's Emergency Operations Plan. (AS)
- ❖ Lauren Bradford is the new manager of Environmental Health & Safety. Bradford holds a Bachelor's degree in chemical engineering, a Master's Degree in Environmental Engineering, and an MBA. She has 20 years of experience in the safety and environmental fields working for consulting firms and private industry. (AS)
- ❖ Environmental Health and Safety staff, engaging Work Study students, started the fall 2011 hazard assessment. Completed buildings include the Applied Arts Complex, Anna Pechanec Hall, Bauer Hall, Baird Administration Building, Child & Family Studies, Diesel, Foster Hall, Hanna Hall, Hawkins Hall, Cannel Library, Haag Parent Education Building, Penguin Union Building, Science Building Complex, and Scarpelli Hall. In terms of safety training and services, 40 participants received respiratory protection training; two college wide OSHA sessions were conducted on blood borne pathogens (one participant), and lockout (one participant); five ergonomic consultations were executed by staff. (AS)
- ❖ Facilities Services continues to work on a number of projects to expand parking on the main campus. An additional 16 parking spaces will be added to the Silver Lot this month. The installation of 28 parking meters in the Green, Red 3, and Orange 1 parking lots will also be completed this month. Work continues with the demolition of the Star Building, which will create an additional 100 temporary parking spaces. The demolition of the Star Building is on schedule. The contractor is closing out work on asbestos abatement inside the facility and removal and relocation of vegetation outside the building. We have now moved into the demolition phase, which is expected to be completed by the second week of December. (AS)
- ❖ Two advisors from the Health Occupations and Education division presented an overview of advising services and strategies for success to approximately 20 students in three HDEV 116 - Motivation and Study Skills classes on October 7 and 20. The advisor, instructor, and students engaged in positive discussions on strategies for educational planning, accessing resources, and the registration process. (SA)
- ❖ The Director of Advising, Director of Career Services and the Registrar attended workshops at the SBCTC in Bellevue on November 3-4 to discuss the functional requirements for the ctcLink project that Washington State is beginning to undertake. Conversations focused on the functional needs of a comprehensive Enterprise Resource Planning (ERP) system for all community and technical colleges in the state. Specific workshops attended focused on the needs of an ERP system for Student Services and Academic Affairs. (SA)
- ❖ The Director of Advising attended the Washington State Student Services Commission (WSSSC) meeting at Columbia Basin College on October 13-14. Topics discussed at the meeting included

ENHANCE COLLEGE SYSTEMS

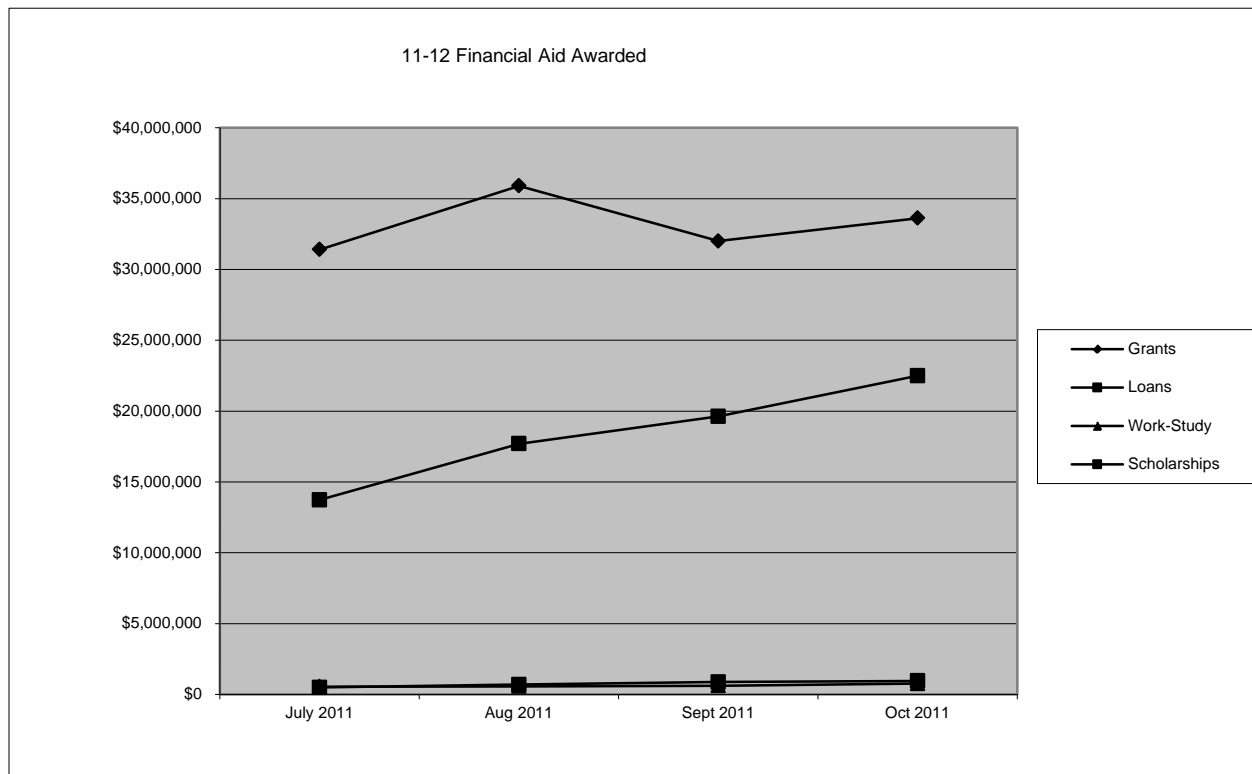
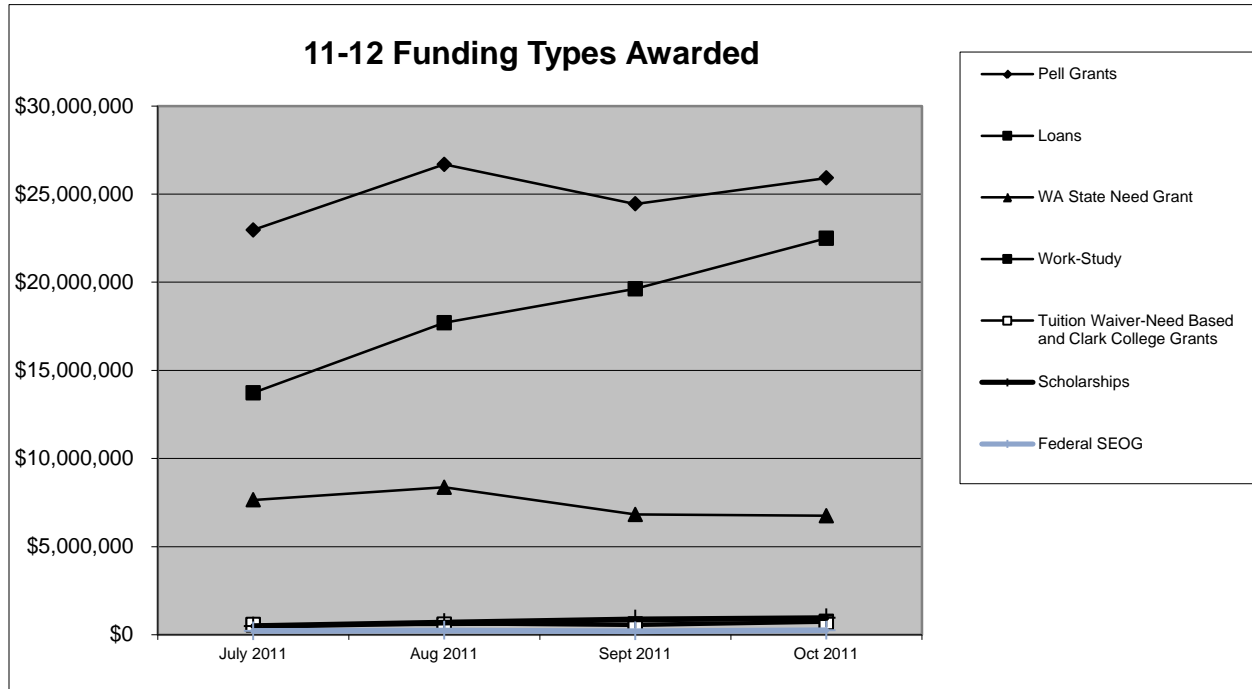
statewide budget challenges, the impact of Running Start legislation, how to effectively address recent legislation on bullying at community and technical colleges, including feedback from Dave Stoler of the Attorney General's office, and how to best serve veterans on our campuses. In addition, the commission enjoyed a presentation from Eastern Washington University on how it uses an ERP system (BANNER) to serve students, as well as a working lunch with the Multicultural Student Services Directors Council (MSSDC) on the most common barriers faced by historically disadvantaged groups in higher education and how colleges can effectively overcome these challenges. (SA)

- ❖ In an effort to build a cohesive team and to value the health of employees, Admissions and Assessment has implemented a weekly fitness component to staff meetings. (SA)
- ❖ Attended the Clark County Governmental Affairs Roundtable where Clark College announced that our main legislative priority is to allow college's to make the decision on how and where to cut, in other words do not legislatively mandate where the cuts must occur. Because the Roundtable took place a couple of hours after the Governor announced her proposal for a balanced budget (recommending a 15% cut for institutions of higher education), it seemed unrealistic to request no further cut to higher education. (P&E)
- ❖ Corporate & Continuing Education's kitchen classroom at the Columbia Tech Center had its annual health inspection. The Clark County Health Department gave the Food & Wine Program a perfect score of zero violations for the third year in a row. (CCE)
- ❖ Corporate & Continuing Education has created an internal Operations Team after reviewing and identifying areas to streamline processes and operate more efficiently. Operations lead Jennifer Ward will oversee part time staff to help all areas of CCE become more lean in routine department functions such as registrations, course management, coding and college procedures. (CCE)
- ❖ Senior Graphic Designer Pat McDonald designed a 10-page Emergency Building Coordinator Handbook for Program Manager, Marilyn Westlake. The goal is to recruit volunteers (staff and faculty) within the college community to support the Emergency Operations Plan (EOP). (C&M)
- ❖ Web Specialist Tahnya Huneidi worked with Theresa Heaton to rebuild/reorganize the Administration Services ClarkNet landing page(s) so that services are more easily located. (C&M)
- ❖ Clark College received a 2011 Spotlight Award from the Portland Metro Chapter of the Public Relations Society of America (PRSA) during its annual awards ceremony on Oct. 27. The college was honored in the "event or observance" category for the 2011 State of the College address. The PRSA awards, described by one speaker as the "top communications award" in the region, are given annually for excellence. Judges may choose to give no award, an award of merit, or the Spotlight Award, representing top honors. During the past three years, the college has achieved an impressive record at the Spotlight Awards – submitting six entries and receiving four Spotlight Awards and two awards of merit. The college has been honored for its 75th anniversary celebration, the successful opening of Clark College at Columbia Tech Center, and the 2009 and 2011 State of the College addresses. (C&M)

STATISTICS



STATISTICS



Clark College - Budget Status Report

October 31, 2011

Sources of Funds (Revenues)	2011-12 Budget	Revenues to Date	Difference	% Budget Received
Operating Accounts				
State Allocation	24,961,155	9,372,375	15,588,780	37.5%
Tuition	15,577,414	7,771,731	7,805,683	49.9%
Running Start	4,762,998	341,849	4,421,149	7.2%
Excess enrollment	9,886,504	2,940,000	6,946,504	29.7%
Planned use of prior fund balance	1,493,934	-	1,493,934	0.0%
Dedicated, matriculation, tech, cont ed	3,974,189	1,597,270	2,376,919	40.2%
Total Operating Accounts	60,656,194	22,023,225	38,632,969	36.3%
Other Accounts				
Grants & Contracts less Running Start	4,722,187	1,072,159	3,650,029	22.7%
Internal Support	644,495	192,352	452,143	29.8%
ASCC less PUB	1,600,480	702,718	897,762	43.9%
Bookstore	5,651,821	2,224,288	3,427,533	39.4%
Parking	469,228	194,248	274,980	41.4%
Auxilliary Services	1,830,408	542,306	1,288,102	29.6%
Financial Aid	53,479,805	24,333,454	29,146,351	45.5%
Total Other Accounts	68,398,424	29,261,525	39,136,899	42.8%
Total Sources of Funds	129,054,618	51,284,750	77,769,868	39.7%

Uses of Funds (Expenses)	2011-12 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
Operating Accounts				
President	754,278	180,266	574,012	23.9%
Vice President of Instruction	37,433,728	10,372,997	27,060,731	27.7%
Vice President of Administrative Services	10,961,594	4,623,979	6,337,615	42.2%
Vice President of Student Affairs	7,960,765	2,307,745	5,653,020	29.0%
Associate Vice President of Planning & Effectiven	491,544	162,891	328,653	33.1%
Executive Director of Corporate & Continuing Ed	844,240	335,424	508,816	39.7%
Executive Director of Communications	967,628	331,555	636,073	34.3%
Associate Vice President of Human Resources	1,242,417	343,695	898,722	27.7%
Total Operating Accounts	60,656,194	18,658,552	41,997,642	30.8%
Other Accounts				
Grants & Contracts less Running Start	4,722,187	1,549,735	3,172,452	32.8%
Internal Support Services	644,495	482,053	162,442	74.8%
ASCC less PUB	1,600,480	438,756	1,161,724	27.4%
Bookstore	5,651,821	2,340,858	3,310,963	41.4%
Parking	469,228	140,864	328,364	30.0%
Auxilliary Services	1,830,408	527,646	1,302,762	28.8%
Financial Aid	53,479,805	24,301,777	29,178,028	45.4%
Total Other Accounts	68,398,424	29,781,690	38,616,734	43.5%
Total Uses of Funds	129,054,618	48,440,242	80,614,376	37.5%
Difference - Excess (Deficiency)	-	2,844,509		
Move excess enrollment to local capital project		(485,000)		
Move CIS equip reserve to local capital project		(50,000)		
Net Difference		2,359,509		

Capital Projects- Expenses & Encumbrances	7,220,532	879,283	6,341,249	12.2%
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c. Bob Knight, Bob Williamson, Karen Wynkoop
e. Theresa Heaton, Cindi Olson, Nicole Marcum, Bill Belden
Ron Hirt, Accounting-November 9, 2011

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

	Fund Balance (minus non-cash assets) 6/30/11	Cash Balance (minus dedicated cash) 6/30/11	Required Reserves	Prior Commitments (prior to 7/1/11)	New Commitments (2011/12)	Total Available Cash
145 Grants and Contracts						
147 Local Capital	3,103,448	2,922,903			574,155	2,348,748
148 Dedicated Local	(1,672)	(1,672)				(1,672)
149 Operating Fee	5,719,882	2,238,353		1,189,991	773,439	274,923
440 Central Store (Catalog)	485,592	50,323				50,323
443 Data Processing	51,625	51,625				51,625
448 Print/Copy Machine	915,869	910,348			910,348	-
460 Motor Pool	(155,860)	(155,860)				(155,860)
522 ASCC	29,738	29,738				29,738
524 Bookstore	1,644,576					-
528 Parking	2,882,248	2,882,248				2,882,248
570 Other Auxiliary Enterprise	287,216	287,216				287,216
790 Payroll (clearing)	931,090	396,105		28,535		367,570
840 Tuition/VPA	236,648					-
846 Grants - Fin Aid	5,593,419					-
849 Student Loans	(1,773,305)					-
850 Workstudy (off-campus)	36,069					-
860 Institutional Financial Aid Fun	(9,604)					-
Reserves*	533,887		5,946,611			(5,946,611)
Totals	20,510,866	9,611,327	5,946,611	1,218,526	2,257,942	188,248

S.SAND 11/9/11

ACTION ITEMS

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

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

Administrators: Mr. Robert Knight, President, Dr. Tim Cook, Interim Vice President of Instruction; Mr. Bob Williamson, Vice President of Administrative Services, Mr. Ted Broussard, Dean of Student Success & Retention, 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. Barbara Kerr, Executive Director of Communications & Marketing; Ms. Leigh Kent, Executive Assistant to the President.

Faculty: Ms. Kimberly Sullivan, AHE President; Mr. Jim Wilkins-Luton, AHE Vice President; Prof. Chris Lewis.

Others: Ms. Lisa Gibert, CEO Clark College Foundation; Ms. Bonnie Terada, Assistant Attorney General; Ms. Sarah Gruhler, Director of Student Life & Multicultural Student Affairs; Ms. Ashley DeGrenier, student.

	TOPIC	DISCUSSION	ACTION
I.	CALL TO ORDER	<ul style="list-style-type: none"> Chair Sen Hoss called the meeting to order at 5:06 p.m. A student reporter from "The Independent" requested permission to videotape the Board meeting and the Board agreed. 	
II.	BUSINESS MEETING		
II. A	Review of the Agenda	<ul style="list-style-type: none"> The agenda was accepted as presented. 	
II. B	Statements from the Audience	<ul style="list-style-type: none"> Student Etan Cohen, who is associated with the Electrical/Computer Science and Engineering Clubs, announced to the Board that his club's project has been accepted by NASA. Out of 43 colleges applying, only three projects were accepted from two-year colleges. He will be requesting support for the project from the Foundation. Students from the Evening Automotive Class addressed the Board about their concern regarding possible budget cuts to their program. Mr. Tom Curvat, Automotive Instructor, also spoke about information the students have allegedly been receiving from other departments concerning the viability of the Evening Automotive Program. 	<ul style="list-style-type: none"> Trustee Rupley requested that Mr. Curvat provide the employment rate of program graduates who enter the automotive industry. Chair Sen Hoss asked Mr. Curvat to work with President Knight to determine where information about the program may be coming from. She assured everyone assembled that no budget decisions have yet been made and that the college will involve the entire college community in the budget process.

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	TOPIC	DISCUSSION	ACTION
II. C.	Constituent Reports 1. AHE	<ul style="list-style-type: none"> AHE President Kimberly Sullivan noted that everyone is concerned about what additional state budget cuts will mean to the college. She understands how the process works and encouraged everyone to work together and attend forums as they are scheduled. She reported that meetings between the union and college are going well. Mr. Wilkins-Luton reported that 98% of the union members voting approved the updated contract 97% approved the updated salary schedule. 	<ul style="list-style-type: none"> Chair Sen Hoss thanked Ms. Sullivan for her report and told her how much she appreciates her collaborative spirit.
	2. WPEA	<ul style="list-style-type: none"> There was no report from the WPEA this evening. 	
	3. ASCC	<ul style="list-style-type: none"> Ms. Gruhler introduced the ASCC officers for the 2011-2012 year: <ul style="list-style-type: none"> Ruth Ferguson—President Rachael McKinzie—Vice President Ryan Burchett—Finance Director Shellie Onstead—Executive Assistant Ms. Ferguson highlighted some of the activities the students are hosting during welcome week and distributed a calendar of events to the Board members. ASCC will be developing a communications plan that will effectively reach all students so that they can provide input as to what issues they would like to see ASCC address. 	
	D. Foundation	<ul style="list-style-type: none"> Ms. Gibert reported that a student and her parent visited the Foundation with the intent of starting their own scholarship endowment fund as a result of their attending this year's Scholarship Reception. 	<ul style="list-style-type: none"> Mr. Burkman said this year's Reception was standing room only; he thanked Ms. Gibert and the Foundation staff for hosting it.
II. D.	Statements & Reports from Board Members	<ul style="list-style-type: none"> Chair Sen Hoss said that last month's Oliva Early Learning Center opening was a great moment for the college. Trustee Parker attended the fall TACTC meeting and the system's trustees were informed of the deteriorating budget situation. The community and technical college presidents have been asked to provide scenarios for cuts upward of 20%. She said that open access for all students at the state's community colleges may be limited in the coming years. The state believes that upwards of 40,000 students may be prevented from attending college as a result of the next round of reductions. Some of the other colleges have had deeper cuts that Clark has experienced. TACTC will be working with the CTC presidents and the state legislators to try to hold the line against deeper cuts. Mr. Burkman attended the Latino Youth Conference at the college. There were 130 families and students attending and 35% of the students are the first in their families to graduate from high school. 	

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	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<p>STUDENT PRESENTATION</p> <ul style="list-style-type: none"> Ms. Ashley DeGrenier, former ASCC Finance Director, was this evening's speaker. <p>FACULTY PRESENTATION</p> <ul style="list-style-type: none"> Professor Chris Lewis provided an update on the new Mechatronics program. <p>PRESIDENT'S REPORT</p> <ul style="list-style-type: none"> President Knight and Trustee Pollard recently visited Japan where they presented a full scholarship for a Japanese Student to SEH Chairman, Dr. Chihiro Kanagawa. The scholarship is named in his honor. The president and Mr. Pollard invited Dr. Kanagawa to attend the 2012 Sakura Festival and dedication of the "Royce Pollard Japanese Friendship Garden". Gov. Gregoire was also in Japan and attended meetings and events with President Knight and Trustee Pollard. The trip was very successful and the college continues to solidify its relationship with SEH. Foundation funds rather than state funds were used for the trip and there was no cost to the college. Mmes. Kerr and Gibert announced the new Iris Awards, a new iteration of the former Women of Achievement. After the WOA ended last year, the Vancouver Business Journal reached out to Ms. Kerr to see if there might be a new way to honor and celebrate local women of distinction. There will be three Iris Awards—one each for a woman in the private, public, and philanthropic sectors. Anyone may submit a nomination and the names of the nominees will be announced during the 2012 State of the College address. On International Women's Day, March 8, 2012 from 5-7 pm in the Student Center, the honorees will be announced. Ms. Kerr said the new award and event could not have happened without the help of the Vancouver Business Journal and the Foundation. She is very pleased that the event is coming back to the college where the original WOA was developed. 	

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	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<p>FOCUS ON LEARNING</p> <ul style="list-style-type: none"> The Faculty Biennial Art Exhibition will take place in the Archer Gallery through October 22. This is always an exciting event at the college where the talents of the art faculty are showcased. (Dr. Cook) Career Services, in partnership with the Office of Instruction, has taken over management of the Student Success Workshops. The focus on the workshops this year will be on learning outcomes, retooling, collaboration, etc. (Mr. Broussard) President Knight announced that the college has hired a new Special Advisor to the President on Equity & Diversity. Sirius Bonner is joining the college from Portland State University and will be starting on December 5 and will be introduced to the Board on December 14. The Office of Multicultural Affairs and Disability Support Services partnered with the Washington School for the Deaf to feature the film, <i>Versa Effect</i>, to showcase Disability Awareness Month. Almost 500 people attended the film which is shown completely in American Sign Language. (Mr. Broussard) <p>ENHANCE COLLEGE SYSTEMS</p> <ul style="list-style-type: none"> The college has been awarded a five-year Title III grant from the U. S. Department of Education for "Increasing Completion Rates through Implementation of Educational Program Review and Assessment, Enhancement of Advising, and Provision of Enhanced Teaching and Learning Strategies and Support Services". Essentially, all college programs (Advising, Retention, Completion, etc.) were interwoven into one proposal and submitted to the DOE. This grant will allow full implementation of the Advising Department reorganization and begin key strategies to enhance retention and completion. (Ms. Diehl) The college has submitted the Year 1 Standard 1 report to the Northwest Commission on Colleges and Universities (NWCCU, the accrediting agency) in response to the commission's recommendations. (Ms. Diehl) 	<ul style="list-style-type: none"> President Knight recognized Ms. Diehl for the work she has done with Title III and the college's accreditation. These are very significant steps forward for the college and she lead the college through the process to achieve them.

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	TOPIC	DISCUSSION	ACTION
II. E.	President's Report	<ul style="list-style-type: none"> Along with local Fourth Plain business owners, Mr. Williamson is representing the college on C-TRAN's Bus Rapid Transit Task Force, as many Clark students are passengers on Fourth Plain Boulevard routes. C-TRAN will be hosting a public forum on November 16 to receive input from the community concerning construction revisions to Fourth Plain Boulevard. Corporate & Continuing Education (CCE) has a new website and web address with enhanced search functions. As a result of these enhancements, CCE now appears at the top of a Google search allowing for increased visibility for the college. 	

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	TOPIC	DISCUSSION	ACTION
III.	ACTION ITEMS		
	<ul style="list-style-type: none">• First Reading<ul style="list-style-type: none">○ AHE Contract Tentative Agreement○ AHE Salary and Load Tentative Agreement• Consent Agenda<ul style="list-style-type: none">○ AHE Contract Tentative Agreement○ AHE Salary and Load Tentative Agreement○ Approval of Board’s 2011-2012 Goals○ Minutes from September 28, 2011 Board Meeting	<ul style="list-style-type: none">• MOTION: Trustee Pollard made a motion to move the items on First Reading to the Consent Agenda. The motion was seconded by Trustee Burkman and unanimously approved.• MOTION: Trustee Pollard made a motion to approve the Consent Agenda. The motion was seconded by Trustee Parker and unanimously approved.• President Knight recognized and complimented the college and AHE negotiating team for reaching a successful contract agreement. Members of the team are: Tim Cook, Cosimo Giovine, Miles Jackson, Darcy Rourk, Kimberly Sullivan, Bob Williamson, and Jim Wilkins-Luton.	
IV.	FUTURE TOPICS		
	Budget Diversity Operational Plan Multi-use Facility Review of College Policies GISS Student Completion Data	Naming Policy 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.	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 November 30, 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 6:45 pm.		

Rhona Sen Hoss, Chair

Leigh Kent
 Recorder
 November 8, 2011