

Clark College Board of Trustees Packet

June 16, 2008

Clark College

The Next Step



Vision Statement

"Clark College, a respected leader in Southwest Washington, will be nationally recognized for our commitment to student success and excellence in teaching, empowering learners to enrich the social, cultural and economic vitality of our region and the global community."

Mission Statement

"Clark College provides opportunities for individuals from diverse backgrounds to pursue their educational goals. The College offers accessible, comprehensive education; provides services to support student success; and fosters community partnerships that enhance student learning. The College focuses on professional/technical training, academic transfer, pre-college and basic skills, personal development, and cultural enrichment."

**Clark College
Board of Trustees Packet
June 16, 2008**

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CLARK COLLEGE BOARD OF TRUSTEES

Monday, June 23, 2008

Gaiser Hall

Community Room

All regular meetings of
the Board are recorded

AGENDA

4:00 p.m.

BOARD WORK SESSION, Gaiser Room 214

Financial Aid Overview

President's Evaluation

5:00pm

I. CALL TO ORDER

II. BUSINESS MEETING, Gaiser Community Room

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. Statements and Reports from Board Members
Board Elections and Committee Assignments

D. President's Report #1-2
Student Success Presentation: Blayne Amson

E. Association Reports
1. AHE #3-4
2. ASCC #5-6
ASCC 2008-2009 Budget, James Owens, ASCC Finance Director.....7-19
3. WPEA N/A

F. College Reports
1. Instruction #20-22

2. Administrative Services #23-29
CRC Update
2008-2009 Budget

3. Student Affairs..... #30-38
Enrollment Update

4. Human Resources #39-43
Proposed Changes to CCAHE Agreement
5. Planning and Advancement #44-67
Funding History – Grants/Contracts/Allocations
Accreditation Update..... #88
Strategic Planning Update #89-91
PACE and Running Start Surveys #92-96
6. Corporate & Continuing Education..... #68-69
Presentation: Barry Waatti, Ammico, JSP
7. Communications and Marketing #70-72
8. Clark College Foundation #73-74

II. CONSENT AGENDA

- A. First Reading
 - ◆ 2008-2009 ASCC Budget..... #7-19
 - ◆ 2008-2009 College Budget #83-87
 - ◆ Presidential Evaluation Process
- B. Consent Agenda
 - ◆ 2008-2009 ASCC Budget..... #7-19
 - ◆ Minutes from May 19, 2008 Meeting #75-81
 - ◆ 2008-2009 College Budget #83-87
 - ◆ Presidential Evaluation Process

III. FUTURE AGENDA ITEMS

WORK SESSION

Accreditation Update (Aug.)
Instructional Plan (Aug.)
Board Member Orientation (Aug.)
Tour of Gaiser Building (Aug.)

BOARD

Special Board Meeting (July)
Board Retreat & Strategic Goals (Aug.)
75th Anniversary (Aug.)

IV. DATE AND PLACE OF FUTURE MEETING

- ◆ *The next regularly scheduled meeting of the Board of Trustees is currently scheduled for Monday, August 25, 2008 in the Gaiser Community Room.*

V. EXECUTIVE SESSION

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

VI. ADJOURNMENT

- ◆ *Time and order are approximate and subject to change.*

President's Board Report June 2008

Focus on Learning

Progress to date:

- ◆ The President participated in the annual Office of Instruction Advisory Breakfast held on May 23.
- ◆ The President introduced former professional football player, Curt Warner, as the keynote speaker at the annual NWAACC conference at the Quay on May 29. Curt Warner spoke about how his experience and skills learned through athletics helped him in the business world.

Broad-Based Partnerships

Progress to date:

- ◆ The President had an introductory meeting with the new Vancouver Housing Authority Executive Director on May 21.
- ◆ The President attended the Port of Vancouver Futures Breakfast on May 22. The purpose of the meeting was to update local leaders on future plans at the port.
- ◆ The President and Vice President of Instruction met with City of Vancouver firefighters to discuss the possibility of starting a new firefighter certification program. The VPI will research and get back with them after analysis.
- ◆ The President and interim Vice President of Administrative Services met with the Executive Director of C-Tran on May 28 to discuss Clark College concerns about a potential Columbia River Crossing (CRC) park and ride at Clark College. The President also met with CRC staff later that day and attended the public hearing at the Quay that evening.
- ◆ The President welcomed the international electronic literature conference attendees at the WSUV campus which Clark College and WSUV co-hosted.
- ◆ The President attended the Vancouver Management Task Force meeting on June 3.
- ◆ The President and interim VP of Admin met with C-Tran officials and the City Manager on June 6 to discuss the issues concerning the potential park and ride at Clark College.

Respect for Differences

Progress to date:

- ◆ On May 21, the President attended the Student of Color luncheon at the Gaiser Student Center.

Management Excellence

Progress to date:

- ◆ The President attended the May 19 City Council Meeting to inform the Mayor and the City Council about the Clark College Board of Trustees' decision to support alternative #3 (replacement bridge with light rail), of the five options, for the upcoming vote at the June 24 Columbia River Crossing Task Force meeting. The President also expressed the concerns that trustees felt needed to be addressed in order to support a light rail park and ride stop at Clark College.
- ◆ On May 20, the President, trustees White and Jacobs, Phil Sheehan and LSW staff conducted a site tour in north Clark County for potential property for a north satellite campus.
- ◆ The President attended a Columbia River Crossing business caucus meeting on May 21 at the Port of Portland headquarters.
- ◆ The executive cabinet had its quarterly meeting with ASCC leadership team on May 22 to listen to issues and concerns of the students. The appropriate cabinet members will follow up on issues that were brought forward.
- ◆ The President held his quarterly classified staff open dialogue on June 2.
- ◆ The President welcomed and hosted the Sen. Cantwell "Clean Tech Roundtable at Clark College on May 29.
- ◆ The President and VPI held their quarterly meeting with the AHE faculty reps. Marcia Roi and Roxane Sutherland represented the AHE faculty at the meeting.

Robert Knight
President
June 9, 2008

**Clark College Association of Higher Education
Board Report
June 16, 2008**

Facilitating communication

Dr. Roi and Roxane Sutherland met in June with Dr. Dastmozd and Mr. Knight to discuss matters of mutual interest. The meeting was productive.

Bargaining

AHE and the college continue to meet weekly in collective bargaining meetings. All parties are concerned as to the pace of the negotiations. Progress is being made on addressing interests of both parties.

Organizational activities

The AHE senate continues to engage members in *Listening Seasons* and keep them updated on bargaining activities.

The May edition of the AHE News was released to keep members informed of bargaining developments.

Dr. Roi attended the NEA Emerging Leaders conference in Washington D.C. in May.

Dr. Roi attended the Coordinated Bargaining conference in May at the Riverside Council.

AHE is coordinating with WEA to send 4 members to WEA Leadership Academy in August.

A general membership meeting will be held on June 13 to elect officers for next year.

Membership

One member joined AHE this month.

Grievances

One arbitration is pending for resolution.

An Unfair Labor Practice is awaiting disposition.

One grievance has been tentatively resolved at the informal level and is awaiting further reply from the college.

Community Connections

An information forum was held by AHE/WPEA for local and state candidates and legislators.

Six candidates and legislators attended the forum, they were;

Deb Wallace, Craig Pridemore, Cheryl Crist, Jonithon Frat, Jon Haugen, David Carrier.

The forum was attended by WPEA members, general public, and AHE members.

Future information forums are being planned by the AHE-PAC in the next academic year.

Dr. Roi attended the Labor Roundtable of Southwest Washington in May and has accepted an invitation to speak to that body on August 1, 2008.

Respectfully submitted by,

Dr. Marcia Roi, CCAHE President

June Board Report ASCC

Student Government

The ASCC Executive Council and the ASCC Activities Programming Board are heading into the final weeks of the 2007-2008 academic school years. We have several of our officers graduating this spring; Heather Clarno, ASCC Executive Assistant, James Owens, ASCC Finance Director, Sue Quick, ASCC Public Relations Director, and Jenn Brown, ASCC Activities Programming Board. We have completed our interviewing process for the 2008-2009 ASCC Officers, and have selected the following applicants;

ASCC Executive Council

- ◆ Pat Mehigan, ASCC President (Chair)
- ◆ Letizia Askland, ASCC Vice President
- ◆ Cindi Lou Kunkle, ASCC Club Coordinator
- ◆ Alyshia Saltman, ASCC Finance Director
- ◆ Maria Laguna-Arranz, ASCC Public Relations Director
- ◆ Kim Largen, ASCC Activities Director
- ◆ Jasmine Bhullar, ASCC Executive Assistant

ASCC Clubs/Programs

- ◆ The Model United Nations held its 2nd annual spring conference on Saturday May 31st, here at Clark College. Students from PCC in Oregon, and students from Heritage high school joined Clark students in debates over global issues. ASCC President, Pat Mehigan was the Under Secretary General of the conference as well as the Director for the UN Security Council. Janet Sanchez, ASCC Activities Director was Chair of the UN Security Council as well. Many schools ask to co-produce a similar conference with the MUN Program here at Clark next year.
- ◆ The German Klub, will be hosting a farewell dinner to this years officers and welcoming next years officers at a brunch at the Berliner Inn in Portland, Saturday June 7th, 2008.
- ◆ The Clark History Club, held a rummage sale on Wednesday June 4th, and will be having a garage sale on Saturday June 7th, followed by one more additional rummage sale here at Clark College on Wednesday June 11th, for the purchase of English books for their study/international service learning abroad trip this summer.

- ♦ **The French Club**, will be showing "*Avenue Montage*" at 6:30pm in Foster auditorium on Friday June 6th.
- ♦ **The Swing Dance Club**, will be having their Hollywood themed Prom, Friday June 6th, from 7:00pm to 9:00pm in the PUB Lounge.
- ♦ **Queer Penguins and Allies**, Held a very well attended Prom on Friday May 30th in the Gaiser Student Center. There was a DJ and Prom photos taken.
- ♦ **Phi Theta Kappa**, had its Columbia River clean up on Saturday May 31st. The Clark History club and German Klub helped the PTK program in this worth while effort to keep Washington green.

Respectfully Submitted,

**Pat Mehigan
ASCC President**

The 2007-2008 Finance Committee (FC) is pleased to present this cover letter and attached budget request summary. Please let me know if you have any questions or need more information.

Background:

FC is responsible for making Services and Activities (S&A) Fee budget recommendations. The committee serves as the S&A Fee budget committee and approves the distribution and use of fees in accordance with established policies and requirements of the College, District, State, and Federal laws.

The Committee is chaired by the ASCC Finance Director (FD) and the voting membership of the committee is composed of at least six (6) student representatives, two (2) faculty members, and the Director of Business Services. The Director of Student Life and Vice President of Student Affairs (or designee) act as non-voting, advisory members to the committee. The committee bases its decisions upon the perceived benefits to the students of Clark College.

The Associated Students of Clark College raise and expend funds to promote by legal means the general welfare and morale of the students as a whole. The activities and programs supported by these expenditures provide a meaningful variety of healthful, educational, cultural and social learning experiences.

Process:

The process includes the following steps:

1. College community members submit budget proposals to the ASCC Finance Committee.
2. The yearly budget allocation is established.
3. The ASCC Finance Committee makes decisions on the budget proposals
4. Advisors and directors shall be notified of the committee's decisions. They will be given the opportunity to appeal the decision, should it be needed.
5. Following appeals, the budget as recommended by FC shall be forwarded for review and approval by the ASCC Executive Council (EC)
6. The Vice president of Student Affairs and the College President receive and review the budgetary recommendations of FC and EC.
7. The Board of Trustees shall approve the budget.
8. Copies of the final budget are made available to the interested parties.
9. The adopted budget shall be in effect for the fiscal year.

Additional Relevant Information:

➤ Contingency Fund

Last year, the Contingency Fund was cut from annual allocation funding and dedicated a portion of the Fund Balance to be used for Contingency Funding. However, discussions this year led to the realization that eliminating annual funding was a mistake. Due to the nature of Contingency Funding (meant to be speedier than Fund Balance Funding; for emergency needs of programs), we realized that the Contingency Fund would be rendered useless should they not be a part of the annual allocation (not doing so would require VP approvals of requests, making them essentially the same as the Fund Balance Fund). Therefore, the committee has allocated \$25,000 (to come from Fund Balance for this first year, and from S&A fee revenue every year after) for Contingency Funding.

➤ Allocation Balance

As you may notice from the included Budget Request Summary, there was less money allocated than there was to allocate (approximately \$13,757 less). The committee felt that, since we are already allocating \$25,000 from the Fund Balance for the Contingency Fund, we should retain as close to the amount coming out of Fund Balance as possible. After balancing the absorbed expense of Fund Balance money coming in against the amount we under allocated, we are really \$11,243 over budget. However, due to the estimated increase in enrollment next year, we feel that this cost will be easily absorbed, allowing for the maximum amount of annual S&A revenue to be allocated for increases next year. (note: last year we were approximately \$39,155 over budget)

ASCC 2008-08 Budget Request Summary
As of June 2, 2008

| | 2006-07 Allocation | 2007-08 Allocation | Salaries | Benefits | Goods/Serv | Travel | Grants/Sub | Reimb. | 2008-09 Allocation | Increase (Decrease) | Revenue Est. | % Increase |
|--|-----------------------|-----------------------|----------|----------|------------|--------|------------|--------|-----------------------|------------------------|-----------------|--------------|
| 3A04 Archer Gallery | 14,855 | 14,865 | 3,200 | 90 | 10,875 | 1,000 | 0 | 0 | 15,165 | 300 | 5,000 | 2.02% |
| 3A06 Athletic Administration | 99,107 | 98,507 | 13,580 | 592 | 80,977 | 750 | 14,000 | 0 | 109,899 | 11,392 | 5,000 | 11.56% |
| 3A08 Basketball, Men's | 22,118 | 21,109 | 7,401 | 952 | 3,250 | 12,720 | 0 | 0 | 24,323 | 3,214 | 5,000 | 15.23% |
| 3A10 Basketball, Women's | 21,763 | 20,754 | 7,401 | 952 | 3,250 | 12,720 | 0 | 0 | 24,323 | 3,569 | 5,000 | 17.20% |
| 3A20 Child and Family Studies | 45,908 | 50,993 | 50,644 | 1,267 | 0 | 0 | 0 | 0 | 51,911 | 918 | 1,800 | 1.80% |
| 3A02 Club Services Funding | 26,000 | 26,000 | 0 | 0 | 0 | 0 | 0 | 0 | 37,125 | 11,125 | 18,000 | 42.78% |
| 3A58 College Box Office | 12,650 | 12,650 | 0 | 0 | 14,665 | 0 | 0 | 0 | 14,665 | 2,015 | 15,833 | 15.93% |
| 3A12 Cross County, Coed | 16,302 | 17,293 | 7,401 | 1,473 | 3,150 | 5,444 | 0 | 0 | 17,468 | 175 | 1,011 | 1.01% |
| 3A26 German Services | 47,514 | 60,828 | 5,033 | 583 | 0 | 45,900 | 0 | 0 | 51,516 | 688 | 1,350 | 1.35% |
| 3A28 Health Services | 76,518 | 64,313 | 38,984 | 2,946 | 12,282 | 1,000 | 10,000 | 0 | 65,212 | 899 | 18,000 | 1.40% |
| 3A30 Independent, The | 26,340 | 78,359 | 48,302 | 1,725 | 26,444 | 6,838 | 0 | 0 | 83,309 | 4,950 | 0 | 6.32% |
| 3A32 Instrumental Music | 40,855 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 3A22 Intramurals | 13,655 | 42,093 | 4,934 | 776 | 8,570 | 31,926 | 0 | 0 | 46,206 | 4,113 | 750 | 9.77% |
| 3A34 Model United Nations | 62,967 | 12,555 | 5,593 | 662 | 5,000 | 1,300 | 0 | 0 | 12,555 | 0 | 0 | 0.00% |
| 3A56 Multicultural Student Affairs/Retention | 10,500 | 35,787 | 4,208 | 649 | 1,500 | 29,430 | 0 | 0 | 35,787 | 0 | 0 | 0.00% |
| 3A36 Orchestra | 19,558 | 9,631 | 0 | 0 | 9,434 | 4,262 | 0 | 0 | 13,696 | 4,065 | 0 | 42.21% |
| 3A38 Pep Band | 6,387 | 22,021 | 3,533 | 629 | 19,780 | 0 | 0 | 0 | 23,942 | 1,921 | 0 | 8.72% |
| 3A27 Phi Theta Kappa | 0 | 6,512 | 1,879 | 150 | 910 | 0 | 3,300 | 0 | 6,239 | 1,921 | 0 | -4.19% |
| 3A40 Phoenix | 29,092 | 38,256 | 4,934 | 761 | 7,370 | 22,250 | 1,500 | 0 | 36,815 | (1,441) | 0 | -3.77% |
| 3A44 Production Services | 13,166 | 29,961 | 7,558 | 1,128 | 21,275 | 0 | 0 | 0 | 29,961 | 0 | 0 | 0.00% |
| 3A42 Science Consortium | 15,400 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 12,122 | (2,608) | 0 | -17.71% |
| 3A29 Service Learning/Community | 0 | 14,730 | 0 | 0 | 3,000 | 9,122 | 0 | 0 | 12,122 | (2,608) | 0 | 0.00% |
| 3A14 Soccer, Men's | 27,441 | 20,798 | 9,674 | 492 | 3,910 | 6,722 | 0 | 0 | 20,798 | 0 | 0 | 0.00% |
| 3A13 Soccer, Women's | 27,441 | 26,314 | 7,401 | 592 | 4,900 | 13,320 | 0 | 0 | 26,213 | (101) | 0 | -0.38% |
| 3A19 Softball, Women's | 25,095 | 26,314 | 7,401 | 592 | 4,900 | 13,320 | 0 | 0 | 26,213 | (101) | 0 | -0.38% |
| 3A24 Speech and Debate | 37,807 | 22,127 | 7,401 | 592 | 4,400 | 10,860 | 0 | 0 | 23,253 | 1,126 | 0 | 5.09% |
| 3A55 Student Ambassadors | 14,672 | 40,328 | 6,170 | 1,003 | 5,771 | 26,499 | 0 | 0 | 39,443 | (885) | 0 | -2.19% |
| 3A46 Student Enrichment | 31,000 | 23,970 | 29,208 | 570 | 1,600 | 2,600 | 0 | 0 | 33,978 | 10,008 | 41,765 | 41.76% |
| 3A48 Student Government | 121,846 | 75,000 | 0 | 0 | 75,685 | 315 | 0 | 0 | 76,000 | 1,000 | 0 | 1.33% |
| 3A50 Student Life | 111,245 | 138,928 | 91,800 | 4,016 | 16,078 | 16,864 | 19,152 | 0 | 147,910 | 8,982 | 38,000 | 16.87% |
| 3A52 Theatre | 114,479 | 141,380 | 59,258 | 18,660 | 84,214 | 1,094 | 2,000 | 0 | 165,226 | 23,846 | 0 | 16.87% |
| 3A16 Track, Coed | 39,792 | 117,340 | 71,775 | 21,271 | 40,225 | 0 | 0 | 0 | 133,271 | 15,931 | 0 | 13.58% |
| 3A54 Vocal Music | 47,375 | 42,272 | 14,802 | 2,340 | 11,500 | 14,026 | 0 | 0 | 42,668 | 396 | 0 | 0.94% |
| 3A18 Volleyball, Women's | 20,807 | 54,664 | 10,512 | 1,542 | 7,025 | 42,095 | 0 | 0 | 61,174 | 6,510 | 0 | 11.91% |
| Baseball (NEW PROGRAM) | 0 | 19,609 | 7,401 | 592 | 2,400 | 9,214 | 0 | 0 | 19,607 | (2) | 0 | -0.01% |
| Contingency | 59,491 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | NEW PRG |
| Error on MUN for 06-07 | 1,200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | NEW ALLOC |
| Error on Independent for 06-07 | 177 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | NEW ALLOC |
| Note: | | | | | | | | | | | | |
| <input checked="" type="checkbox"/> = approved by Finance Com. | | | | | | | | | | | | |
| Total Allocation | 1,300,524 | 1,416,261 | | | | | | | 1,527,993 | 111,732 | 61,750 | 7.89% |

08-09 Revenue Estimate
S & A Fees *
Program Revenue
Total Available for Allocation
Balance to allocate

k.wynkoop 4/15/08
j. owens 6/2/08

Archer Gallery

- **Items increased:**
 - Increase in subscription fees to portlandart.net
 - Increase in printing costs
- **Items not funded or funding decreased:** The committee declined to approve the increase of \$7473 for student salary/benefits and encouraged the program to continue to utilize the federal workstudy program.

Athletic Administration

- **Items increased:**
 - Salaries and benefits for student help
 - Goods and services; insurance, dues, officials increase
- **Items not funded or funding decreased:** The committee approved partial funding of the media guides (\$2500).

Basketball, Men's

- **Items increased:**
 - Goods and services: basketballs, shoes and arm-ups @ \$200/person
 - Travel due to general inflation
- **Items not funded or funding decreased:**
 - -\$196 mandatory benefits adjustment

Basketball, Woman's

- **Items increased:**
 - Benefits adjustment
 - Goods and services: basketballs, shoes and warm-ups @ \$200/person
 - Travel inflation
- **Items not funded or funding decreased:** N/A

Child and Family Studies

- **Items increased:**
 - Salaries and benefits for student help - min. wage
- **Items not funded or funding decreased:** N/A

Club Service Funding

- **Items increased:**
 - Available funding for clubs (partial)
- **Items not funded or funding decreased:**
 - \$13,500 for pilot program for club reps

College Box Office

- **Items increased:**
 - Increases in staff costs to sell tickets
- **Items not funded or funding decreased:** N/A

Cross Country (Co-ed)

- **Items increased:**
 - Benefits adjustment
 - Goods and services: equipment
- **Items not funded or funding decreased:** N/A

German Studies in Berlin

- **Items increased:**
 - Salaries and benefits for student director in Berlin
- **Items not funded or funding decreased:** -\$850 in travel (as proposed)

Health Services

- **Items increased:**
 - Salaries and benefits for faculty counselors
- **Items not funded or funding decreased:** N/A

The Independent

- **Items increased:**
 - Salaries and benefits for faculty/increase in hours
 - Salaries and benefits for student help - min. wage
 - Goods and services; supplies, printing costs
- **Items not funded or funding decreased:**
 - -\$78 in travel (as proposed)

Instrumental Music

- **Items increased:**
 - Goods and services; music, shirts, space fees, recording engineer
 - Travel inflation
- **Items not funded or funding decreased:**
 - Program director stipend to reflect actual amount of stipend (-\$21)

Intramurals

- **Items increased:**
 - N/A
- **Items not funded or funding decreased:**
 - The committee voted to maintain funding level.

Model United Nations

- **Items increased:**
 - N/A
- **Items not funded or funding decreased:**
 - The committee declined to increase travel and director and coach salaries.

Multicultural Student Affairs

- **Items increased:**
 - Travel and partial increase for luncheon
- **Items not funded or funding decreased:**
 - N/A

Orchestra

- **Items increased:**
 - Brass coach
- **Items not funded or funding decreased:**
 - N/A

Pep Band

- **Items increased:**
 - N/A
- **Items not funded or funding decreased:**
 - The committee declined to increase Grants and Subsidies (\$1100)
 - Mandatory benefits adjustment -\$273

Phi Theta Kappa

- **Items increased:**
 - Travel (as proposed)
- **Items not funded or funding decreased:**
 - Goods and services (as proposed)

Phoenix

- **Items increased:**
 - N/A
- **Items not funded or funding decreased:**
 - N/A

Science Consortium

- **Items increased:**
 - Goods and services: camping materials replacement, printing
- **Items not funded or funding decreased:**
 - -\$3108 in travel (as proposed)

Service Learning in the Community (SLIC)

- **Items increased:**
 - N/A
- **Items not funded or funding decreased:**
 - The committee declined to increase the travel increase of \$3779 or the \$3480 for interpreter services, encouraging another full year of program data before increasing travel and a contingency fund if/when interpreting services are needed.

Soccer, Men's

- **Items increased:**
 - Goods and Services: increase in lining the soccer field, increase in shoes and warm ups
- **Items not funded or funding decreased:**
 - Mandatory benefits adjustment -\$201

Soccer, Women's

- **Items increased:**
 - Goods and Services: increase in lining the soccer field, increase in shoes and warm ups
- **Items not funded or funding decreased:**
 - Mandatory benefits adjustment -\$201

Softball, (Women's)

- **Items increased:**
 - Goods and Services: increase in batting cage rentals; increase in equipment; increase in shoes and warm ups.
- **Items not funded or funding decreased:**
 - Mandatory benefits adjustment -\$433

Speech and Debate

- **Items increased:**
 - none
- **Items not funded or funding decreased:**
 - -\$885 (as proposed)

Student Ambassadors

- **Items increased:**
 - Partial funding of proposed increase in Student Ambassadors salaries and wages; travel
- **Items not funded or funding decreased:** N/A

Student Enrichment

- **Items increased:**
 - Goods and Services for Phoenix Unveiling
- **Items not funded or funding decreased:**
 - \$4680 for artist travel

Student Government

- **Items increased:**
 - Goods and services partial increase for increased printing/distribution of minutes.
 - Grants and subsidies to reflect accurate amount of completion honorarium for all officers all applicable quarters.
 - Increase in travel for national conference.
- **Items not funded or funding decreased:**
 - Increases in salary and benefits and newsletter increase.

Student Life

- **Items increased:**
 - Mandatory salary increase
 - Partial handbook increase of \$8231
 - Partial gameroom increase of \$11,178
 - Promotional item increase of \$1610 as proposed
 - \$705 for popcorn machine supplies
- **Items not funded or funding decreased:**
 - Staff travel to national conference
 - \$1248 for popcorn machine (from fund balance)
 - Mandatory benefit decrease

Theatre

- **Items increased:**
 - Mandatory staff salary and benefits increase
- **Items not funded or funding decreased:**
 - Goods and Services and travel increases as proposed
 - Full time Program Assistant position

Track and Field (Co-ed)

- **Items increased:**
 - Benefits increase
- **Items not funded or funding decreased:** N/A

Vocal Music

- **Items increased:**

- Travel to reflect increase in cost and number of travelers
- Goods and Services: printing and sheet music
- Rental for Vancouver School of Arts

- **Items not funded or funding decreased:**

- \$4900 (to come out of fund balance) for risers
- Goods and Services: purchased services for sound tech, due to duplicate cost in other line.

Volleyball (Women's)

- **Items increased:**

- Goods and Services: shoes and warm ups

- **Items not funded or funding decreased:**

- Mandatory benefits adjustment -\$312

Associated Student of Clark College

Summary of the 2008-2009 Services and Activities Fee Budget

| Approved Revenues | 2007-2008 | 2008-2009 | Change |
|--------------------------------|---------------------------|---------------------------|-------------------------|
| Services and Activities Fee | \$1,314,356 | \$1,480,000 | \$165,644 |
| The Independent | \$18,000 | \$18,000 | \$0 |
| Intramurals | \$750 | \$750 | \$0 |
| Theater | \$39,000 | \$38,000 | (\$1,000) |
| Athletic Administration | \$5,000 | \$5,000 | \$0 |
| Total Approved Revenues | <u>\$1,377,106</u> | <u>\$1,541,750</u> | <u>\$164,644</u> |

| Approved Expenses | 2007-2008 | 2008-2009 | Change |
|---|---------------------------|---------------------------|-------------------------|
| Archer Gallery | \$14,865 | \$15,165 | \$300 |
| Athletic Administration | \$98,507 | \$109,899 | \$11,392 |
| Basketball, Men's | \$21,109 | \$24,323 | \$3,214 |
| Basketball, Women's | \$20,754 | \$24,323 | \$3,569 |
| Child and Family Studies | \$50,993 | \$51,911 | \$918 |
| Club Services Funding | \$26,000 | \$37,125 | \$11,125 |
| College Box Office | \$12,650 | \$14,665 | \$2,015 |
| Contingency* <i>(to be initially funded through Fund Balance funds)</i> | \$0 | \$25,000 | \$25,000 |
| Cross County, Coed | \$17,293 | \$17,468 | \$175 |
| German Studies in Berlin | \$50,828 | \$51,516 | \$688 |
| Health Services | \$64,313 | \$65,212 | \$899 |
| <i>Independent, The</i> | \$78,359 | \$83,309 | \$4,950 |
| Instrumental Music | \$42,093 | \$46,206 | \$4,113 |
| Intramurals | \$12,555 | \$12,555 | \$0 |
| Model United Nations | \$35,787 | \$35,787 | \$0 |
| Multicultural Student Affairs/Retention | \$9,631 | \$13,696 | \$4,065 |
| Orchestra | \$22,021 | \$23,942 | \$1,921 |
| Pep Band | \$6,512 | \$6,239 | (\$273) |
| Phi Theta Kappa** | \$38,256 | \$36,815 | (\$1,441) |
| <i>Phoenix</i> | \$29,961 | \$29,961 | \$0 |
| Science Consortium | \$14,730 | \$12,122 | (\$2,608) |
| Service Learning in the Community | \$20,798 | \$20,798 | \$0 |
| Soccer, Men's | \$26,314 | \$26,213 | (\$101) |
| Soccer, Women's | \$26,314 | \$26,213 | (\$101) |
| Softball, Women's | \$22,127 | \$23,253 | \$1,126 |
| Speech and Debate | \$40,328 | \$39,443 | (\$885) |
| Student Ambassadors | \$23,970 | \$33,978 | \$10,008 |
| Student Enrichment | \$75,000 | \$76,000 | \$1,000 |
| Student Government | \$138,928 | \$147,910 | \$8,982 |
| Student Life | \$141,380 | \$165,226 | \$23,846 |
| Theatre | \$117,340 | \$133,271 | \$15,931 |
| Track, Coed | \$42,272 | \$42,668 | \$396 |
| Vocal Music | \$54,664 | \$61,174 | \$6,510 |
| Volleyball, Women's | \$19,609 | \$19,607 | (\$2) |
| Total Approved Expenses | <u>\$1,416,261</u> | <u>\$1,527,993</u> | <u>\$111,732</u> |



2008-2009 Services and Activities Fee Budget Form

Process Checklist:

- ☒ Budget approved by ASCC Finance Committee; form signed by ASCC Finance Director -
- ☐ Budget approved by ASCC Executive Council; approval form signed by ASCC President
- ☐ Budget forwarded to Vice President of Student Affairs; form signed by VP of Student Affairs
- ☐ Budget forwarded to President of Clark College; form signed by President
- ☐ Budget forwarded to Board of Trustees; form signed by BOT Chair

Approved by Finance Committee:

James Owens
ASCC Finance Director

6-3-08
Date

Approved by Executive Council:

Pat Meligan
ASCC President

6-3-08
Date

Approved by VP of Student Affairs:

James Owens
VP of Student Affairs

6-04-08
Date

Approved by College President:

Robert K. H. H.
President

6/4/08
Date

Approved by Board of Trustees:

Board of Trustees Chair

Date

Instruction Board Report June 2008

Since the May board meeting, the following progress has been made in support of the Mission Imperatives and goals.

Access to Education

- ♦ **Improve access in the Adult Literacy programs.**

Progress to date:

The Annual Adult Literacy Tutor/Volunteer Celebration occurred May 30. The event highlighted our new and expanded literacy space in TPC 107. Many thanks to Madeleine VonLaue and Pat Steeb for their hard work on this event.

- ♦ **Improve online access to departmental websites and course materials.**

Progress to date:

The English Department has been working to update all of its materials for a new website coordinated through Communications and Marketing. Gerry Smith should be praised for taking the lead on this project.

- ♦ **Explore expanding I-BEST (for credit) programming for WorkFirst students.**

Progress to date:

Katy Washburne (I-BEST Manager) and Chris Wilkins (BTEC Division Chair) have implemented a new I-BEST (Integrated Basic Education and Skills Training) option for students. Colleagues in Workforce Development and Student Affairs assisted with the development and implementation of the program. The 19-credit *Office Clerk Level One* Certificate can be completed in two quarters. The certificate is part of the College's Administrative support pathway—the credits apply to the Administrative Assistant Associate in Applied Science Degree. Completers will be prepared for entry level positions as Receptionists or Information or Office Clerks. The median wage for those positions in the SW WA-Portland region is \$12.15 per hour. There are projected to be 127 annual openings for those positions through 2017. This program started in spring quarter with seven I-BEST students currently co-enrolled in the program with non-I-BEST students.

I-BEST programs increase success for students who have been out of school for a long period of time, do not yet have their GED or speak English as a second language. The program provides students with a basic skills instructor and a professional technical instructor in the same classroom as well as additional support outside of the technical classroom to help with math, portfolio development, business English and computer skills.

Respect for Differences

- ♦ **Continue efforts and discussions to incorporate multicultural awareness across Instruction and within curriculum.**

Progress to date:

The BEECH Unit's number-one goal, the acquisition of a full-time Japanese position, came to fruition during this year's budget cycle. This marks the first time that Clark has had a FT position in a non-Western language.

On May 28, Instructional Planning Team discussed the possible addition of a diversity requirement for the general transfer AA degree.

Additional Highlights

- ◆ The water maze purification system is now operational in the auto/diesel area. This unit makes sure all chemicals and impurities do not enter into the storm water or sewer system.
- ◆ Summer enrollment remains strong and additional sections of accounting and economics have been added to meet demand.
- ◆ Medical Radiography (MRAD) students pay it forward. Every quarter, the Introduction to Diagnostic Imaging (MRAD 050) class pays a visit to the Radiology lab for a tour and presentations on advanced modalities given by faculty and guest speakers. This quarter, recent graduates and current students were on hand to answer questions about what it's like to be in the program and what the job opportunities are after graduation. Several of the recent graduates are already moving to further their education by going on to complete their bachelor's degree or enter into advanced modality programs. The students who participated in the class gave positive feedback regarding what it felt like to move the actual the x-ray equipment around and having their questions answered by students who have or are going through the MRAD program.
- ◆ Beginning July 1, the Cannell Library will add "Theatre in Video" to our collection. "Theatre in Video" contains more than 250 definitive performances of the world's greatest plays, together with more than 100 film documentaries, available online in streaming video. The current release contains 279 titles, representing hundreds of leading playwrights, actors, and directors. Pat Fulbright and The Introduction to Shakespeare class gave "Theatre in Video" an enthusiastic endorsement for its easy access and fine selection of filmed Shakespeare performances.
- ◆ The Art Student Annual at the Archery Gallery was on exhibit from May 14 to June 10. The juried exhibit included 131 works of art by Clark students.
- ◆ In partnership with WSU-V's Digital Technology and Culture Department, the Art and GRCP Departments hosted a Media Arts Exhibit in the PUB lounge on May 30 and 31. The exhibit included interactive digital art, multimedia performances, and artist talks.
- ◆ George Reese, Kris Barnum, and Joe Renouard from the Office of Instruction attended the Southwest Workforce Development Council's "Cluster Academy" on May 20. The Cluster Academy was sponsored by the Washington Training and Education Board and the Department of Community, Trade and Economic Development. An industry cluster is a geographic concentration of interdependent and competitive firms, including suppliers, business services, and public institutions such as government agencies and education. While industry sectors are a group of similar businesses, a cluster will have a sector at its core, but will also involve other types of business that work in support of the cluster. Experience is showing that economic growth and innovation most likely occurs in industry clusters.

The purpose of the Academy was to identify cluster strategies that require strong partnerships of employers, education and training providers, workforce and economic development organizations and other resources to fully address the workforce needs of employers and the educational and career needs of workers.

The forum was used to help understand what is working well here and around the country; what needs to be changed; and what continues to be a gap in services and policies. And the forum will play an essential role in developing the state's industry strategy requested by Governor Gregoire.

- ◆ Workforce Education submitted formal applications for funding for 2008-2009 in Worker Retraining, the Perkins Plan and the WorkFirst Block Grant. We anticipate funding decisions to be completed within the next few weeks.
- ◆ The Instructional Plan update to the board will be delayed until the August board meeting as we gather additional college input on the plan.
- ◆

Rassoul Dastmozd, PhD
Vice President of Instruction
June 6, 2008

Administrative Services Board Report June 2008

As the academic year winds down, Administrative Services staff members are putting the finishing touches on this year's goals. A remarkable amount of work has been accomplished this year, and I commend the staff for their hard work and dedication to Clark College. Special thanks are in order for employees in Plant Services and Computing Services for their work moving Student Affairs staff into the newly renovated Gaiser Hall. I also wish to extend my appreciation for the staff in Business Services for the yeoman's job they did finalizing the 2008-09 budget prior to the end of the current fiscal year.

Focus on Learning

- ♦ **Install smart classroom technology in 30 classrooms.**

Progress to Date:

To be completed by June 30, 2008. Currently, 27 classrooms completed. The remaining rooms are being finished up this month.

Access to Education

- ♦ **Meet College's need for increased data storage capacity, including increased e-mail box sizes, larger home and department directories, digital media repositories, and future data warehouse.**

Progress to Date:

Completed.

- ♦ **Develop a comprehensive IT security, disaster recovery and business continuity plan to ensure access in the event of a crisis.**

Progress to Date:

Deferred to 2008-09 in order to be integrated into the Emergency Management Plan.

- ♦ **Use remote tools and automate manual processes to keep up with growing College computer support issues.**

Progress to Date:

Completed.

- ♦ **Increase student enrollment in the tuition payment plan.**

Progress to Date:

Completed.

- ♦ **Investigate options for Web Portal System for students, faculty, and staff.**

Progress to Date:

Completed.

- ♦ **Complete construction of the Gaiser Hall Renovation.**

Progress to Date:

The move-in process is almost complete. The Grand Opening on June 13th will celebrate this wonderful addition to the College.

- ♦ **Effectively manage early phases of construction of Clark College at CTC.**

Progress to Date:

Completed. Construction continues on schedule.

- ♦ **Complete construction of OSC Remodel.**

Progress to Date:

Completed.

- ♦ **Manage the development of the Triangle Property.**

Progress to Date:

Work on the pre-design for the 2007 Growth Project continues on schedule for submission to the State Board in June.

- ♦ **Provide additional educational resources for the College community on campus security and safety issues and crime prevention.**

Progress to Date:

Completed.

Respect for Differences

- ♦ **Include diversity and respect for differences as staff development activities in all Administrative Services departments.**

Progress to Date:

Completed.

- ♦ **Provide on-campus training in conflict resolution among coworkers in Administrative Services.**

Progress to Date:

Completed.

- ♦ **Establish and implement internal communication strategies for disseminating information about departmental and unit goals, objectives, and programs.**

Progress to Date:

Progress has been made, but work will continue into 2008-09.

Broad-based Partnerships

- ♦ **Update College Emergency Management Plan.**

Progress to Date:

Four College staff members involved with the project to update the College Emergency Management Plan attended the Campus Safety workshop and summit meeting in Tacoma, Washington, on June 5th and 6th.

Management Excellence

- ♦ **Increase staffing support in Central Receiving.**

Progress to Date:

Completed. A half-time, permanent mail delivery driver was hired in Central Receiving.

- ♦ **Upgrade/replace Reality procurement application software.**

Progress to Date:

A purchase order has been issued to upgrade the procurement application software. Work will begin this month and continue over the summer to assure full implementation by fall quarter. The upgrade includes a workflow module used to submit and approve purchase requests electronically.

- ♦ **Replace aging and potentially unsafe 15-passenger vans.**

Progress to Date:

Two 15-passenger vans will be replaced with smaller vehicles in the summer of 2008, and the Director of Business Services will perform an analysis of College transportation needs during 2008-09.

- ♦ **Increase custodial staff to maintain facilities and equipment in Gaiser Hall after renovation.**

Progress to Date:

Pending funding.

- ♦ **Renovate the Gaiser Hall Student Center in preparation for the College's 75th anniversary and to enhance the facility for College and community events.**

Progress to Date:

Construction has started.

- ♦ **Fully implement an electronic time-sheet system.**

Progress to Date:

Implementation deferred until 2008-09.

- ♦ **Research deploying software module to enable online lookup of employee payroll earnings and leave balances.**

Progress to Date:

Implementation deferred until 2008-09.

- ♦ **Plan and implement vending and food services for new facilities: "T" Building and CTC.**

Progress to Date:

Planning complete for CTC. Planning for "T" Building deferred until spaces vacated by Student Affairs have been reallocated.

Additional Highlights

- ♦ The draft environmental impact statement (DEIS) for the Columbia River Crossing project was released on May 2, 2008 and includes a sixty-day comment period. At the May 19, 2008 meeting of the Clark College Board of Trustees, the trustees unanimously passed Board Resolution No. 134, recommending the adoption of CRC Alternative 3, Replacement Crossing with Light Rail. At the Board work session preceding the May 19 Board meeting, potential impacts of a light rail terminus on Clark College property in the vicinity of the former WSDOT Visitors Center were discussed. Board members' concerns were articulated during the subsequent Board meeting and recorded in the minutes of the May 19 meeting. Since the Board meeting, there have been a number of newspaper articles related to the College's position on the CRC project and several meetings with College staff and other stakeholders to clarify the position of the College. These are summarized below:

| | |
|--------|--|
| May 19 | President Knight presents to the Vancouver City Council |
| May 20 | The <i>Columbian</i> front page article |
| May 22 | Elizabeth Hovde opinion column in The <i>Columbian</i> |
| May 27 | Editorial in The <i>Columbian</i> |
| May 28 | Meeting with C-Tran staff (Hamm, Patterson, Knight, Sheehan) |
| June 3 | Meeting with Vancouver School District facilities and security staff (Horenstein, Hoffman, Sheehan) |
| June 6 | Joint meeting with City of Vancouver/C-Tran/CRC/Clark College (McDonnell, Rorabough, Hamm, Patterson, Anderson, Knight, Sheehan) |

The College will prepare a written statement to CRC staff prior to the July 1, 2008 close of the DEIS comment period. In the document, the College will restate the recommendation for CRC Alternative 3 and state its support, with conditions, for the Clark College light rail terminus.

- ◆ Plant Services continues to support the completion of deferred maintenance activities at Town Plaza. Significant progress has been made to provide new paint and carpet.
- ◆ Environmental Health, Security, and Plant Services continue to work together to improve and standardize response to fire alarms. This collaborative activity will result in a safer campus.
- ◆ The Director of Security was one of the presenters in the first Clark College drug policy supervisory training session on May 30th.
- ◆ Bookstore sales through May totaled \$5,050,500, up seven percent from this time a year ago.
- ◆ The Bookstore is considering a new bag program, looking to transition to an environmentally conscious program.
- ◆ The Bookstore piloted the Textbook Rental Program during spring quarter. The Bookstore offered for rent 40 copies of one Sociology textbook with the following results:
 - 100% rental rate.
 - Rental price \$20.00. Purchase price new = \$58.50. Used = \$43.90.
 - Student feedback was excellent from spring test program.
 - Rental return percent results still pending. (Goal is 100%.)

The Bookstore staff continues to work on details of adoption process for faculty, revising rental process for students. Success relies on an active partnership between the Bookstore and Instruction. Bookstore buyers are working to expand the program for fall 2008 with a goal of six titles at approximately 40 copies each.

Philip Sheehan
Interim Vice President of Administrative Services
June 10, 2008
PS180

CLARK COLLEGE
Fund and Cash Balances
as of July 1, 2007

| | Fund Balance (minus non-cash assets) 6/30/07 | Cash Balance (minus dedicated cash) 6/30/07 | Required Reserves | Prior Commitments (prior to 7/1/07) | New Commitments (2007/08) | Total Available Cash |
|--------------------------------|--|---|----------------------|---|---------------------------------|-------------------------|
| 145 Grants and Contracts | 2,953,707 | 3,277,809 | | 388,946 | 400,000 | 2,488,863 |
| 147 Local Capital | 5,637,881 | 5,637,881 | | 6,159,736 | | (521,855) |
| 148 Dedicated Local | 3,169,886 | 1,856,353 | | - | 70,500 | 1,785,853 |
| 149 Operating Fee | 906,539 | 511,356 | | | | 511,356 |
| 440 Central Store (Catalog) | 41,449 | 41,449 | | | | 41,449 |
| 443 Data Processing | 1,512,987 | 1,512,987 | | 1,512,987 | | - |
| 448 Print/Copy Machine | (68,424) | (68,424) | | | | (68,424) |
| 460 Motor Pool | 43,528 | 43,528 | | | | 43,528 |
| 522 ASCC | 1,690,089 | | | | | - |
| 524 Bookstore | 1,735,371 | 1,735,371 | | | - | 1,735,371 |
| 528 Parking | 527,335 | 527,335 | | | 500,000 | 27,335 |
| 570 Other Auxiliary Enterprise | 847,173 | | | | | - |
| 790 Payroll (clearing) | 159,451 | | | | | - |
| 840 Tuition/WPA | 970,936 | | | | | - |
| 846 Grants - Fin Aid | 77,315 | | | | | - |
| 849 Student Loans | 65,227 | | | | | - |
| 850 Workstudy (off-campus) | (27,821) | | | | | - |
| 860 Long Term Loan | 225,006 | | | | | - |
| Reserves* | | 4,870,992 | 4,870,992 | | | (4,870,992) |
| Totals | 20,467,636 | 15,075,646 | 4,870,992 | 8,061,669 | 970,500 | 1,172,485 |

* Increase in Required Reserves due to additional Growth allocations from SBCTC

s.sand 6/9/08

Clark College - Budget Status Report May 31, 2008

| Sources of Funds (Revenues) | 2007-08 Budget | Revenue to Date | Difference | % Budget Received |
|---|-------------------|--------------------|------------------|----------------------|
| <u>Operating Accounts</u> | | | | |
| State Allocation | 30,398,512 | 29,072,235 | 1,326,277 | 95.6% |
| Tuition | 12,841,018 | 12,851,931 | (10,913) | 100.1% |
| Interest | 180,000 | 323,281 | (143,281) | 179.6% |
| Excess enrollment & use prior fund bal | 335,265 | 235,305 | 99,960 | 70.2% |
| Dedicated, matriculation, tech, cont ed | 3,252,179 | 2,961,466 | 290,713 | 91.1% |
| Total Operating Accounts | 47,006,974 | 45,444,217 | 1,562,757 | 96.7% |
| <u>Other Accounts</u> | | | | |
| Grants & Contracts | 8,446,485 | 5,664,839 | 2,781,646 | 67.1% |
| Internal Support | 1,314,011 | 881,044 | 432,967 | 67.0% |
| ASCC less PUB | 1,930,962 | 1,563,851 | 367,111 | 81.0% |
| Bookstore | 4,875,590 | 4,938,163 | (62,573) | 101.3% |
| Parking | 755,234 | 303,386 | 451,848 | 40.2% |
| Auxilliary Services | 1,452,622 | 1,363,190 | 89,432 | 93.8% |
| Financial Aid | 15,724,887 | 19,000,696 | (3,275,809) | 120.8% |
| Total Other Accounts | 34,499,791 | 33,715,167 | 784,624 | 97.7% |
| Total Sources of Funds | 81,506,765 | 79,159,385 | 2,347,380 | 97.1% |

| Uses of Funds (Expenses) | 2007-08 Budget | Expense/Encum to Date | Difference | % Budget Spent |
|---|-------------------|--------------------------|--------------------|-------------------|
| <u>Operating Accounts</u> | | | | |
| President | 559,427 | 557,720 | 1,707 | 99.7% |
| Vice President of Instruction | 27,969,688 | 26,242,940 | 1,726,748 | 93.8% |
| Vice President of Administrative Services | 8,741,666 | 8,235,071 | 506,595 | 94.2% |
| Vice President of Student Affairs | 5,644,865 | 5,119,500 | 525,365 | 90.7% |
| Executive Dean of Planning & Advancement | 568,181 | 434,272 | 133,909 | 76.4% |
| Executive Director of Corporate & Continuing Ed | 1,447,755 | 1,100,152 | 347,603 | 76.0% |
| Executive Director of Communications | 1,177,129 | 1,059,865 | 117,264 | 90.0% |
| Associate Vice President of Human Resources | 898,263 | 852,220 | 46,043 | 94.9% |
| Total Operating Accounts | 47,006,974 | 43,601,739 | 3,405,235 | 92.8% |
| <u>Other Accounts</u> | | | | |
| Grants & Contracts | 8,446,485 | 7,089,285 | 1,357,200 | 83.9% |
| Internal Support Services | 1,314,011 | 872,974 | 441,037 | 66.4% |
| ASCC less PUB | 1,930,962 | 1,660,143 | 270,819 | 86.0% |
| Bookstore | 4,875,590 | 5,359,897 | (484,307) | 109.9% |
| Parking | 755,234 | 295,506 | 459,728 | 39.1% |
| Auxilliary Services | 1,452,622 | 1,339,695 | 112,927 | 92.2% |
| Financial Aid | 15,724,887 | 19,071,284 | (3,346,397) | 121.3% |
| Total Other Accounts | 34,499,791 | 35,688,784 | (1,188,993) | 103.4% |
| Total Uses of Funds | 81,506,765 | 79,290,524 | 2,216,241 | 97.3% |
| Difference - Excess (Deficiency) | - | (131,139) | | |
| Capital Projects - Revenue & use of fund bal | 20,776,999 | 20,729,678 | 47,321 | 99.8% |
| Capital Projects- Expense less depr | 20,776,999 | 20,729,678 | 47,321 | 99.8% |
| Difference - Excess (Deficiency) | - | - | - | |

e. Theresa Heaton, Cindi Olson, Sylvia Thornburg
c. Bob Knight, Phil Sheehan, Karen Wynkoop
Ron Hirt, Accounting 6/9/08

Student Affairs Board Report
June 2008

Focus on Learning

- ◆ **Student Affairs will assess services based on data collected.**

Progress to Date:

The Running Start exit survey was administered to 536 RS seniors during spring quarter registration in February 2008. The summary of the findings were just released by the Office of Planning and Advancement in a report titled Survey of High School Seniors in Running Start.

Some key findings:

- ~ 86% responded that they found the RS staff “helpful” or “very helpful”
- ~ a smaller proportion of low-income students participate in RS than attend the local high schools
- ~ book funding is helpful for those to whom it is available
- ~ more low-income students plan to major in STEM areas (Science, Technology, Engineering and Math)
- ~ 35% of all RS students have taken eLearning courses, compared to 17% in 2006
- ~ 93% remain connected to their high schools by extracurricular activities or classes
- ~ 60% work while RS students
- ~ getting classes at the time of day they needed was the challenge noted most frequently

- ◆ **Increase recognition of students and community partners through a formal recognition process (e.g. certificate, event, reception, etc.)**

Progress to Date:

A Service-Learning Recognition Ceremony was held at WSUV on May 29th to honor students, faculty, staff and community partners involved in service-learning during 2007-08. Opening remarks were given by Mayor Pollard and President Knight. Twenty six (26) participants attended, each of whom received an award of appreciation.

Approximately 150 people attended the May 27th reception in the Gaiser Student Center for the Running Start (RS) seniors who will earn A.A. degrees in either June or August 2008. A total of 88 RS students will earn A.A. degrees this year at the same time they graduate from high school, compared to 59 students last year. Attendees included board members Rhona Sen Hoss, Addison Jacobs, and Sherry Parker, as well as several Executive Cabinet members. Students were welcomed by Dr. Rachel Ruiz and congratulated by Linda Calvert, Associate Director of Running Start.

The Athletic Department held their 2nd Annual Athletic Banquet on Sunday June 1st in the Student Center. Each of the seven head coaches presented highlights of their season and presented team awards including: Most Valuable Player, Most Inspirational and the Penguin Award. In addition, highlights included recognition of the NWAACC Championship Soccer Team and to Jenea Larson, named female athlete of the meet, who broke the NWAACC Record for the 10K at the NWAACC Championship meet.

♦ **Collaborate with stakeholders to implement the Recruitment Operational Plan.**

Progress to Date:

The Student Recruiters, Dan Overbay and Jennifer Reeves have been very active this month attending various events to provide visibility and recruit students. Some of the events include the following:

Recruitment visits were made to several Portland area high schools including Cleveland, Centennial, Parkrose, De La Salle North Catholic, and Reynolds.

16th Annual Asian American Youth Leadership Conference (AAYLC) at Portland Community College Sylvania Campus on May 9th.

Annual Spring High School Counselor and Career Specialist Luncheon at Clark College.

Skills Center 25th Anniversary Celebration at the Skills Center on May 17th and the Annual Visit Clark County Skills Center on May 28th to address high school seniors.

The Road Less Graveled at Clark College on May 29th. Partnering with Workforce Education to host the on-campus program that is targeted to women and is intended to introduce them to non-traditional, professional/ technical, career options. This was the first time this program has been held. As a result of this event, one Displaced Homemaker participant has signed up for the machining program for summer quarter.

Exploring New Options (ENO) at Clark College on May 30th. This program focuses on introducing non-traditional careers to middle school girls.

Annual Senior Citizen Prom at the Marshal Center on May 16th. The student ambassadors completed a service-learning project while serving as greeters for this event. One of the attendees was Dr. Pat Wirth, who attended Clark College as an older student and went on to earn her Ph.D. from The University of Idaho. Dr. Wirth also worked at Clark College for a number of years and enjoyed speaking with the student ambassadors about their leadership roles on campus.

The student ambassadors provided assistance at multiple events in May, including the Counselors Luncheon, Harney Elementary School CIP Visit, The Road Less Graveled, Exploring New Options and Savoring Excellence. The Student Ambassadors also provided 48 tours to 113 people in the month of May. Since July 2007, the group has given 265 tours, serving 1,365 prospective and new students.

♦ **Conduct content specific workshops in Student Affairs areas to increase student learning.**

Progress to Date:

The Office of Student Life and Multicultural Affairs sponsored a quarterly Student of Color Luncheon on May 21st. The event featured Ms. Winnie Silva, one-time Clark College student who presented her work with immigrants in Oregon. She described her academic and career path and the role that Clark College played in her professional development.

Access to Education

♦ **Expand online services to increase student access.**

Progress to Date:

Over 370 continuing Running Start students registered online for fall quarter for the first time. These students registered in the order of the number of credits earned and new students will register beginning August 25, during the new students' registration period.

- ♦ **Increase access for placement testing services by extending number of available hours and locations.**

Progress to Date:

Dan Overbay (Student Recruitment) and Sam Osaki and Mirranda Saari (Assessment Center) conducted COMPASS testing for students at Woodland, Stevenson, and Hudson's Bay High Schools in May as part of the Early Assessment testing project.

- ♦ **Develop a Student Life online community for eLearning students to participate in Student Life/Multicultural Student Affairs programs and activities.**

Progress to Date:

Student Life staff, the ASCC Director of Public Relations, and Clark College faculty continue to implement a beta version of an interactive student life website for clubs to publicize their events and activities in an effort to reach a broader group of students.

Respect for Differences

- ♦ **Increase enrollment of International students**

Progress to Date:

Chanda Kroll (International Recruitment) traveled to several California English Language Centers in Berkeley, San Francisco, and San Rafael in May to meet and establish partnerships with school representatives, and potential students, and to discuss articulation agreements with these institutions. As a result of these recruitment visits, three new articulation agreements were signed: ELS Language Centers (over 500 locations worldwide), St. Giles International (7 locations worldwide, serving over 10,000 students from 90 countries), and Vancouver English Centre in Vancouver, British Columbia.

Workforce Development

- ♦ **Provide educational programs that inform students about career opportunities.**

Progress to Date:

Approximately twenty students attended two presentations by Disneyland on May 21st regarding the College Internship Program in Anaheim, CA. This was the first on site visit by Disneyland to recruit Clark College students.

Broad-Based Partnerships

- ♦ **Expand external community partnerships to support future grant opportunities.**

Progress to Date:

Becky Merritt, Kate Jacky, Lizette Drennan and Roberta Roche attended training: "Supporting Students from Foster Care in Higher Education" and the new "Passport to College Promise" pilot tuition assistance program that begins in July 2008. The HECB in collaboration with DSHS will administer \$2.3 million in 2008-2009 for this program. Students out of foster care may be eligible for up to \$6,900 per academic year to minimize their reliance on loans. Eligible students will receive individual support services, long range educational planning, and retention intervention activities. The YWCA of Clark County and the local DSHS office will assist to identify students and to inform them of the financial assistance and college resources available.

Roberta Roche' attended the WorkSource Benefits Workshop at Centralia College on May 21st that was sponsored by Washington State Employment Security Department. Attendees were informed of eligibility criteria and the benefits that unemployed workers can receive while training for future employment. Clark anticipates 20 new training contracts for Panasonic employees that were impacted by the recent plant closure.

Lizette Drennan and Karen Driscoll (Financial Aid) attended the Vancouver Rotary Luncheon at the Hilton Hotel on May 21st. Nine Clark College students were honored for their contributions to our community and received scholarships for the 2008-2009 school year.

Management Excellence

- ♦ **Enhance the educational preparedness and social connection of TPC students with main campus by providing advising, financial aid, and career orientations, and student life activities.**

Progress to Date:

Jennifer Reeves (Recruitment) conducted two Admissions 101 presentations at Clark College at Town Plaza Center (TPC) on May 13th. These sessions are conducted once a month to assist students interested in transitioning from TPC to main campus and to inform them of programs, activities, and support services.

- ♦ **Develop Welcome Center Operational Plan for 2007-08, including program development timeline, Center goals, evaluation and outcomes assessment and staffing structure.**

Progress to Date:

The Admissions Operations team successfully transitioned from the Brown House into the Welcome Center on May 14th. The Welcome Center now houses both the Student Ambassador/Campus Visit and the Admissions Operations teams, providing essential entry services to prospective and new students.

- ♦ **Student Affairs staff will enhance their job skills by attending professional development offerings.**

Progress to Date:

Financial Aid staff members attended the Federal Student Aid Regulatory and Legislative Update Training in Corvallis Oregon on May 7th. The College Cost Reduction Access Act resulted in numerous changes that impact the federal methodology, student loans, the Academic Competitive Grant and cash management regulations. Regulatory changes will be implemented July 1, 2008.

Chanda Kroll attended the NAFSA international conference in Washington DC on May 24-31st. This was an opportunity for Chanda to connect with international, national, regional, and state partners as well as to attend valuable work sessions.

- ♦ **Integrate existing Career Center Library resources with Cannell Library's Book Catalogue to increase awareness of and access to Career Center library resources.**

Progress to Date:

One thousand thirty-five (1035) Career Center library books have been labeled and catalogued in the Library of Congress classification system. "Career Center" is now listed as a collection at the Lewis D. Cannell Library.

Additional Highlights

Sixty Harney Elementary fifth grade students visited Clark College for the conclusion of their College is Possible programming this year. The day consisted of visits to the math and engineering classes, the Career Center to discuss career goals and to attend a "future" college graduate certificate ceremony.

Effective summer quarter, the Financial Aid and Administrative Business Offices will pilot a new process that will eliminate the need for paper vouchers. We will review federal and state requirements electronically to capture the information needed to authorize quarterly financial aid disbursements. This change will streamline the process for students and greatly reduce the amount of paper that is used. Subsequent checks will be mailed directly to the student.

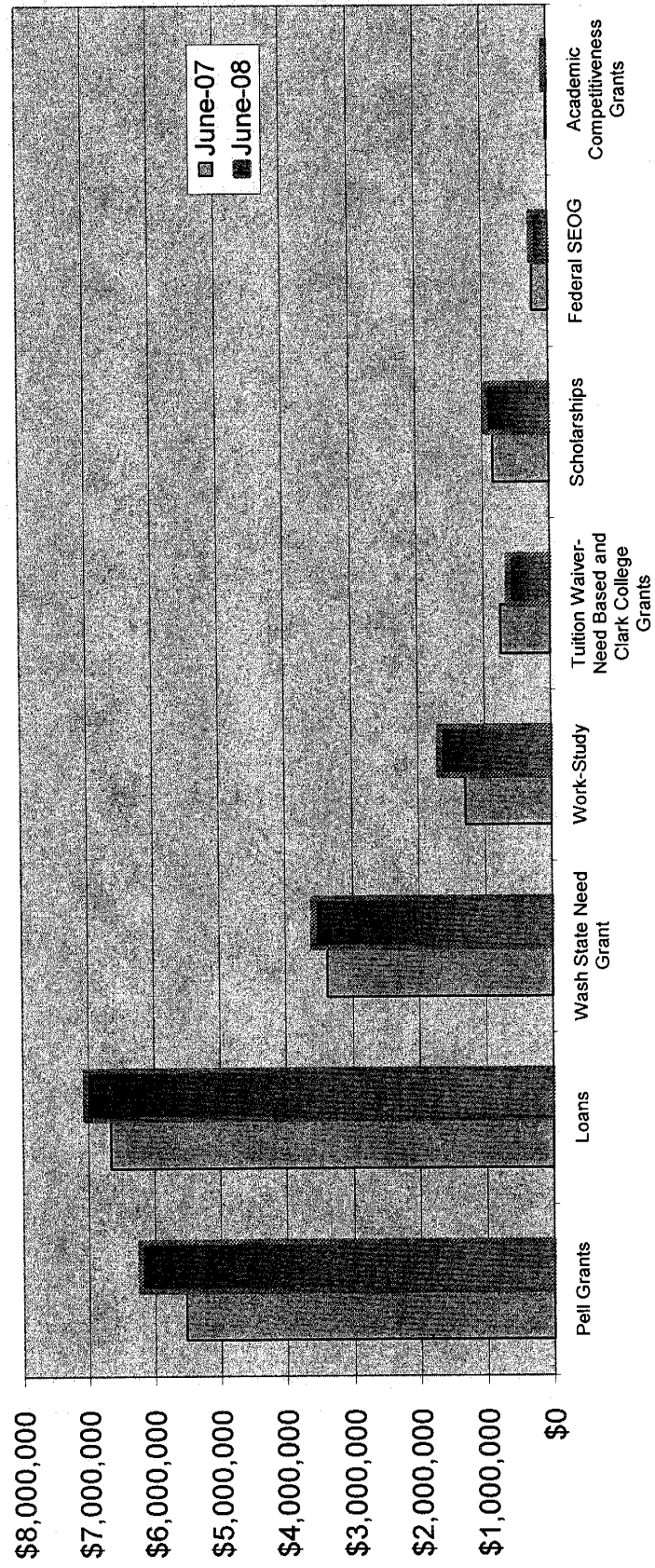
Jody Shulnak (Service Learning) coordinated the Community Health Fair on May 14th. The Community Health Fair was a college-wide service-learning event to offer an engaging, "hands-on" service project in an effort to maximize involvement from the college community. Sixteen departments/programs at Clark College were directly involved in the Community Health Fair and over 300 people attended.

Maxine Mitchell hosted a visit with eight representatives from Valencia Community College, on May 20th. They inquired about Clark's Co-op/Internship program, Service Learning Program, and our Program Review process.

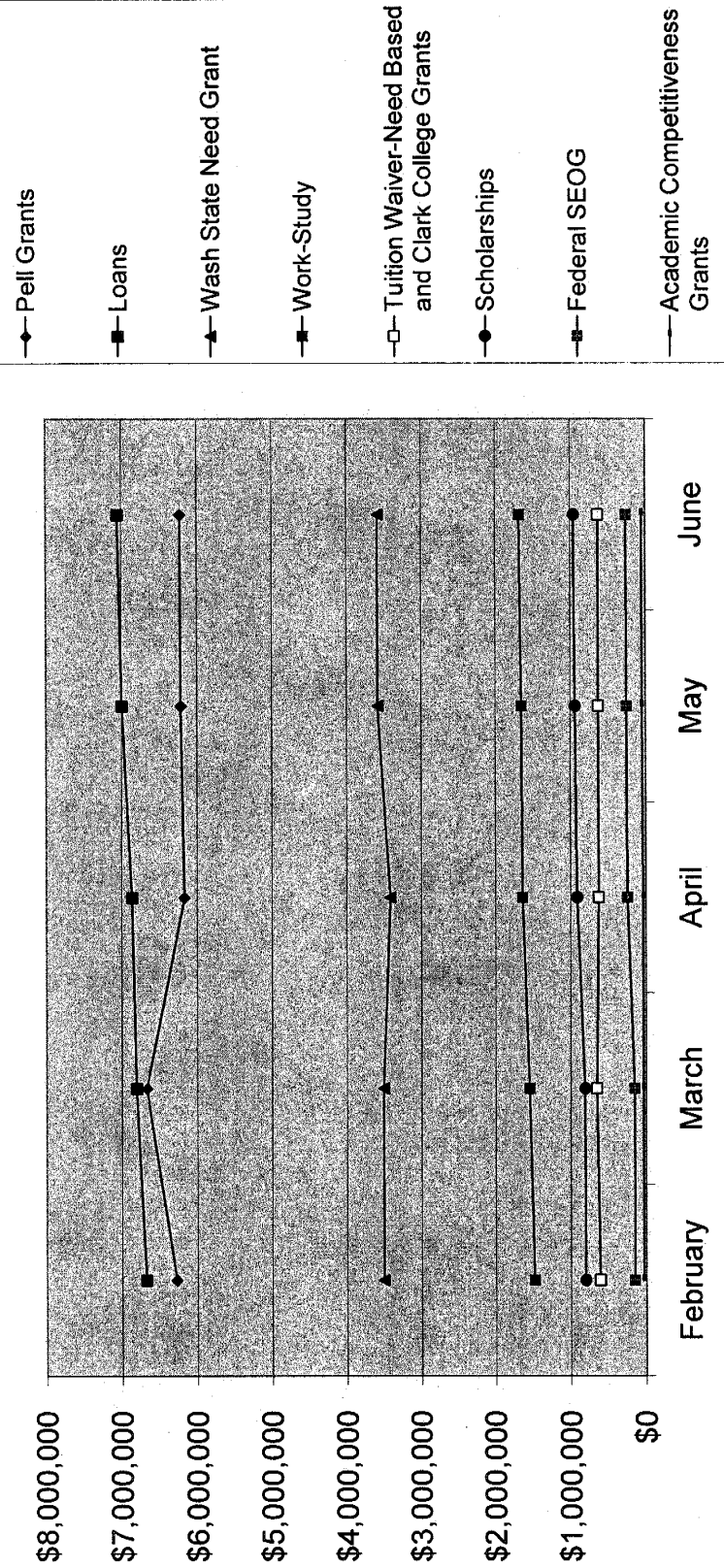
On behalf of Student Affairs, we want to wish *Ms. Maxine Mitchell* a joyous farewell as she embarks on her new adventure in retirement. Maxine has served Clark College for the past 20 plus years and has made valuable contributions to the college. She was instrumental in the design and implementation of "NextJob", a database to match students with over 2000 employers. She successfully secured the college as a northwest regional recruiting base for Walt Disney World in Florida, and just recently for Disneyland in California. She serves on the National Advisory Board for Walt Disney and received the 2008 emeritus status in the Northwest Career Educators & Employers Association. We will miss Maxine's perseverance in promoting student success!

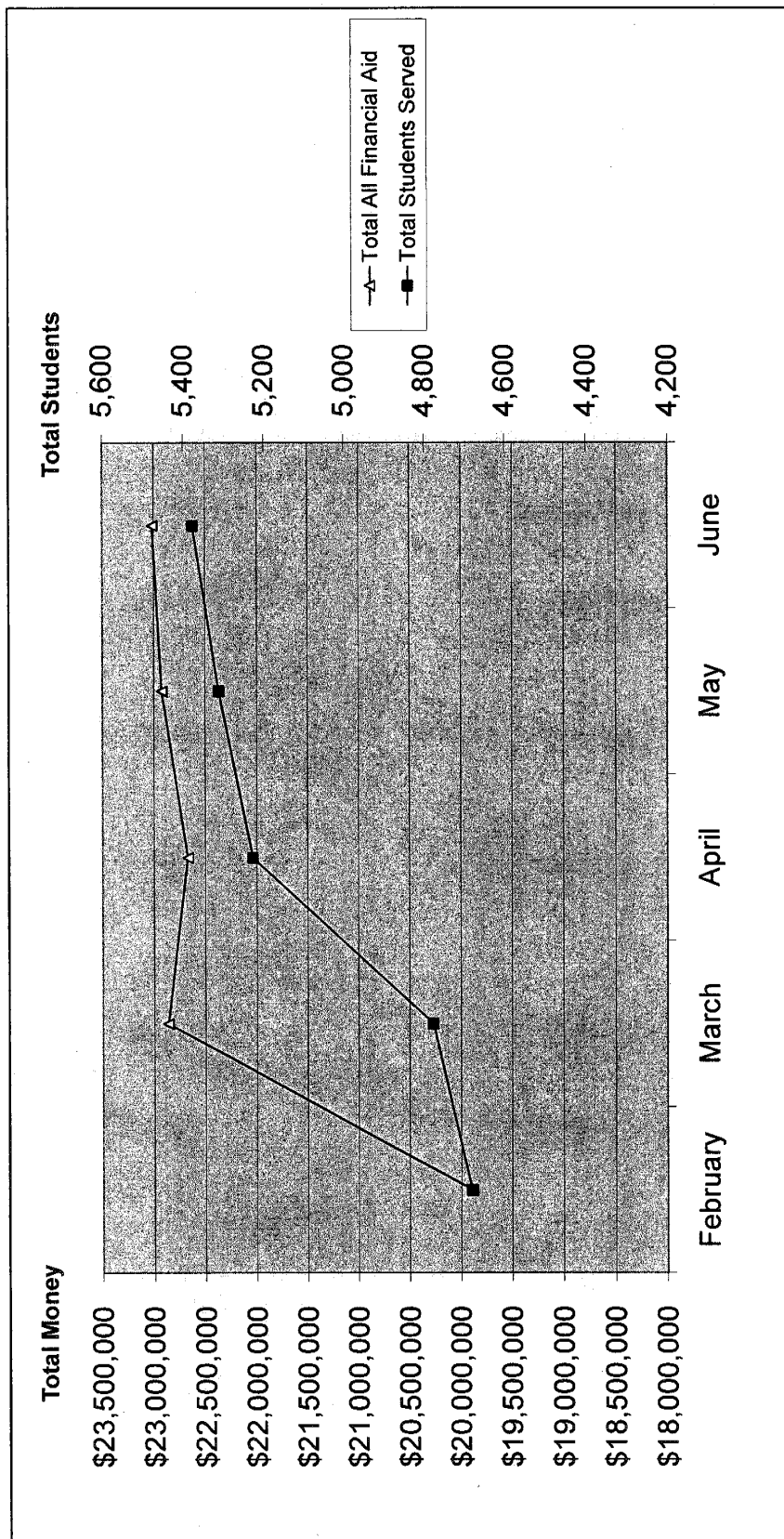
Dr. Rachel Ruiz
Vice President of Student Affairs

Comparison Chart June

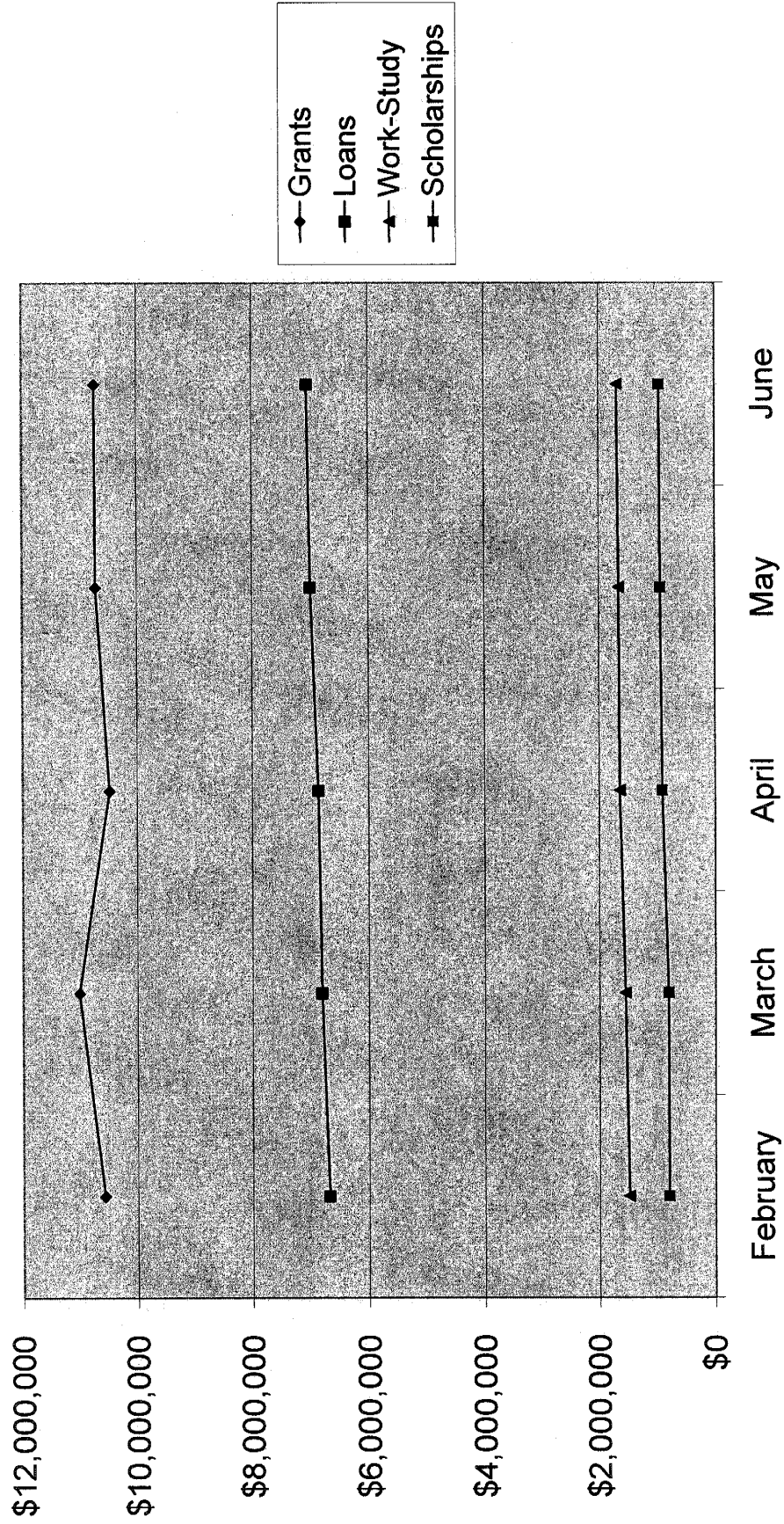


07-08 Financial Aid Stats





07-08 Funding Types



Human Resources Board Report June 2008

The following progress has been made in Human Resources in support of the Mission Imperatives and goals for 2007—08:

Focus on learning

- ◆ Expand partnership and support growth of Teaching and Learning Center

Progress to date: A training session on Drug Free Workplace was held in the new Teaching and Learning Center on May 30. The training provides supervisors with the required training to comply with the new procedure and collective bargaining agreements.

Respect for Differences

- ◆ Create a diversity plan that addresses retention, recruitment, and diversity education and awareness among faculty, staff and students.
- ◆ Lead and promote diversity initiatives and intentions in hiring and training

Progress to date: The Cultural Pluralism Committee, chaired by the Director for Equity and Diversity, provided formal input to the Strategic Planning Committee regarding the Respect for Differences Mission Imperative and the Instructional Planning Team (IPT) regarding their discussion about diversity in the curriculum.

Most notable were the planning and implementation of two student focus groups, one with Latino/Latina/Hispanic students and the other with Students with Disabilities. The sessions were well attended and extremely productive. The focus group sessions helped to provide detail to supplement information received through the 2007 diversity survey and will be used to better inform the development of initiatives for the diversity plan.

As advisor to the Multicultural Student Union Club, the Director for Equity and Diversity assisted the club in developing a constructive response to an opinion editorial about women and minorities that was published in "The Independent." The student club held a forum on "Race and Inequality" on May 29th where about 40 students, Clark employees and community members were present.

Workforce Development

- ◆ Evaluate Leadership Academy and Continue Implementation

Progress to date: The 2007-08 Leadership Academy cohort graduated on June 5, 2008 after a year of leadership development and coaching. A reception was held honoring

the graduates and providing an opportunity for the recently selected 2008-09 cohort to meet the leadership academy cohorts from this year and last year.

2007-08 Leadership Academy

Christina Barsotti
Mary Deal
Dwight Hughes
Stacey Mitcham
Mirranda Saari
Robert Hughes
Janet Owens

Janet Turner
Barbara Chen
Joy Horning
Miles Jackson
Lisa Quednow-Bickler
Rebecca Wale

2008-09 leadership Academy

Michelle Bagley
Tyler Chen
Laurie Cornelius
Skip Jimerson
Catharine Keane
Monica Knowles
Susan Maxwell

Dan Overbay
Erica Schwenneker
Ara Serjoie
Jody Shulnak
Madeline von Laue
Stephan Walsh
Vanessa Watkins

Management Excellence

- ◆ Provide leadership to IBB process and implementation of CCAHE agreement

Progress to date: The last IBB session for Spring Quarter is scheduled for June 12. The teams have tentatively agreed on a number of changes to the agreement and will present the proposals to the faculty and the Board. Additional information is provided separately in the Board folder.

- ◆ Provide leadership to WPEA labor management and implementation of WPEA CBA

Progress to date: The Labor Management Committee met on May 22, 2008 and discussed the following topics: Custodial Study, Contracting Out, Campus Moves and Flexible Scheduling for Summer. The committee expressed appreciation for making the Board packets available on the College intranet.

Additional Highlights

Attached is a summary of personnel actions including appointments, reallocations, resignations, retirements and position vacancies. Following are new employee appointments:

Sarah Buttrell was appointed to the full-time tenure-track faculty position as Nursing Instructor effective September 10, 2008. Sarah has an AS in Nursing from Lower Columbia College, a BS in Nursing from Washington State University-Vancouver, and an MS in Nursing Education from Washington State University-Vancouver. She has previous work experience with St. John's Hospital-Peacehealth, Washington State School for the Blind and Bethel Training Center for the Blind.

Marla Derrick was appointed to the full-time permanent classified position as Secretary Senior in the Athletics Department effective June 2, 2008. Marla will graduate in June with her AAS in Administrative Assistant and Business Software Application Specialist from Clark College and has previous work experience with Battle Ground School District, Premier Dental, Gentech Dentist, Columbia Machine, Inc., and Clark College.

Deborah Hendrickson was appointed to the full-time tenure-track faculty position as Nursing Instructor effective September 10, 2008. Deborah has a BA in Biology and BS in Nursing from Winona State University, an MPH in International Public Health from Loma Linda University and a Certificate in Missiology from Trinity Lutheran College. She has previous work experience with World Mission Prayer League, Mercy Medical Center and Clark College.

Maureen Linquist was appointed to the full-time permanent classified position as Secretary Senior in Mathematics effective June 16, 2008. Maureen has a BS in Biology from East Tennessee State University and previous work experience with East Tennessee State University, Sycamore Shoals State Historic Site, Tri-State Analytical Lab and White's Fresh Foods.

Kathy Murphy was appointed to the full-time permanent exempt position as Executive Assistant to the Executive Director of Communications and Marketing effective June 9, 2008. Kathy has previous work experience with Great Northern Asset Management, People's Community Credit Union, Portland Oregon Visitor Association, and American Stores Company.

Nicoleta Pelin was appointed to the full-time tenure-track faculty position as Physics Instructor effective September 10, 2008. Nicoleta has a BS and MS in Physics from the Universitatea Alexandru Ioan Cuza and previous work experience with Portland Community College, Portland Public Schools, A.Saligny High School and SAPA Anodizing.

Peter Ritson was appointed to the full-time tenure-track faculty position as Chemistry Instructor effective September 10, 2008. Peter has a BA in Chemistry from the University of California San Diego and a PhD in Geo-Chemistry from the University of California, Santa Cruz. He has previous work experience with Washington State University-Vancouver, Portland Community College and Clark College.

Jim Stephens was appointed to the full-time permanent classified position as Warehouse Operator 3 in the Bookstore effective June 16, 2008. Jim has previous work experience with Joe's Sports, Outdoor and More, American Eagle Outfitters, and Pacific Sunware and Electronics Express.

Katrina Golder
Associate Vice President of Human Resources
6/6/2008

Clark College

The Next Step

HUMAN RESOURCES EMPLOYEE REPORT

June-08

| Employee Name | Position | Effective | | Department | Status | FT - PT % | New - Replacement |
|----------------------------|--|-----------|--|------------------------------|------------|-----------|-------------------|
| | | Date | | | | | |
| APPOINTMENTS/REALLOCATIONS | | | | | | | |
| Sarah Buttrell | Nursing Instructor | | | Nursing | Faculty | Full-time | New |
| Marla Derrick | Secretary Senior | | | Athletics Department | Classified | Full-time | Replacement |
| Deborah Hendrickson | Nursing Instructor | | | Nursing | Faculty | Full-time | Replacement |
| Maureen Linquist | Secretary Senior | | | Mathematics | Classified | Full-time | Replacement |
| Kathy Murphy | Executive Assistant to Exec Dir Comm /Market | | | Communications and Marketing | Classified | Full-time | Replacement |
| Nicoleta Pelin | Physics Instructor | | | Physics | Faculty | Full-time | Replacement |
| Peter Ritson | Chemistry Instructor | | | Chemistry | Faculty | Full-time | Replacement |
| Jim Stephens | Warehouse Operator 3 | | | Bookstore | Classified | Full-time | Replacement |

RETIREMENTS/RESIGNATIONS/SEPARATIONS

| | | | | | | | |
|-------------|--|----------|--|--------------------------|------------|-----------|-------------|
| Bob Jones | Automotive Professor | 06/19/09 | | Automotive | Faculty | Full-time | Retirement |
| Heidi Scott | Early Childhood Education Specialist 3 | 05/29/08 | | Child and Family Studies | Classified | Full-time | Resignation |

VACANT POSITIONS

HUMAN RESOURCES EMPLOYEE REPORT

June-08

| Position | Closing Date | Department | Status | FT-PT % | New - Replacement |
|--|--------------|----------------------------|------------|-----------|-------------------|
| Assistant Facilities Designer | 05/23/08 | Plant Services | Classified | Full-time | Replacement |
| Associate VP of Planning/Institutional Effect. | 06/20/08 | Planning and Advancement | Admin | Full-time | Replacement |
| Dean of Science/Technology/Engineering/Math | 4/4/08 | Instruction | Admin | Full-time | Replacement |
| Dean of Health Sciences | 4/4/08 | Instruction | Admin | Full-time | Replacement |
| Director of Workforce Ed & Economic Dev | 5/19/08 | Workforce Education | Admin | Full-time | Replacement |
| Fiscal Specialist 2 | 6/16/08 | Corporate & Continuing Ed | Classified | Full-time | Replacement |
| Graphics Designer/Photographer | 5/27/08 | Communications & Marketing | Classified | Full-time | New |
| Grounds Manager | 4/8/08 | Plant Services | Exempt | Full-time | Replacement |
| Mail Carrier-Driver | 5/15/08 | Central Receiving | Classified | PT 50% | New |
| Medical Radiography Instructor/Coord | 3/17/08 | Health Occupations | Faculty | Full-time | New |
| Multicultural Retention Manager | 3/26/08 | Student Affairs | Exempt | Full-time | New |
| Nursing Instructor | 2/29/08 | Nursing | Faculty | Full-time | Replacement |
| Nursing Instructor | 2/29/08 | Nursing | Faculty | Full-time | New |
| Office Assistant 3 | 5/13/08 | Mathematics | Classified | Full-time | New |
| Program Assistant | 5/12/08 | Financial Aid | Classified | Full-time | Replacement |
| Program Assistant | 4/7/08 | Student Life | Classified | Full-time | Replacement |
| Program Assistant | 5/2/08 | Corporate & Continuing Ed | Classified | Full-time | Replacement |
| Program Coordinator | 5/5/08 | Student Achievement TPC | Classified | Full-time | Replacement |
| Program Support Supervisor 2 | 5/9/08 | Basic Education TPC | Classified | Full-time | Replacement |
| Registrar | 5/20/08 | Student Affairs | Admin | Full-time | Replacement |
| Secretary Senior | 4/14/08 | Office of Instruction | Classified | Full-time | Replacement |
| Vice President of Administrative Services | 2/28/08 | Administrative Services | Admin | Full-time | Replacement |

Clark College Human Resources

06/06/08

Planning and Advancement Board Report June 2008

Planning and Advancement respectfully submits its final Board Report under the leadership of Candy Bennett. The following progress has been made towards 2007-08 goals in the six Mission Imperative areas.

Focus on Learning

- ◆ **Facilitate development of strategies for 2007-09 performance reporting.**

Progress to date:

SBCTC has replaced the performance reporting initiative launched in 1997 with a Student Achievement Plan designed to more efficiently and effectively support the retention and attainment rates of students. Planning and Advancement staff collaborated with Instruction and Student Affairs in the planning and data-gathering activities during this first "learning" year that is dedicated to refining the process and reporting structure.

Access to Education

- ◆ **Identify and submit grants that support student enrollment and retention.**

Progress to date:

Clark College submitted a Title III Strengthening Institutions grant application to the U.S. Department of Education on May 21, 2008. Travis Kibota coordinated a work group from Instruction, Student Affairs and Planning and Advancement in developing and preparing the proposal. The grant, "Student Achievement Initiative," spans 5 years for a total funding request of \$308,742. The grant is designed to improve student success by increasing student retention and educational attainment through career pathways development, student advising and retention program implementation and coordination of assessment activities.

Initial discussions were held with Student Affairs about a proposed submission of a Student Support Services TRIO grant from the U.S. Department of Education in September. The proposal was presented to the Student Affairs Leadership Team on June 4. Alex Montoya and Shelley Das will take the lead in coordinating preparation of this grant.

A copy of the grant/contract and allocation funding history, organized by fiscal funding year, is included in this Board report.

- ◆ **Conduct and report findings to the college community of the 2008 Noel Levitz Student Satisfaction Inventory.**

Progress to date:

Students have completed the survey and data for the 1,680 respondents is currently being analyzed.

Respect for Differences

- ◆ **Conduct 2008 PACE survey.**

Progress to date:

The final report for the 2008 PACE has been received from the National Initiative for Leadership and Institutional Effectiveness and posted on the College intranet and announced via college email.

Workforce Development

- ◆ **Collaborate with Instruction to identify funding opportunities in high demand workforce areas.**

Progress to date:

Initial discussions have been held with Foundation Vice President of Development Ara Serjoie and representatives from Instruction about submission of a grant to Meyer Memorial Trust that focuses on e-Learning and health programs.

Broadbased Partnerships

- ◆ **Support Running Start Program Manager in biennial Running Start High School Senior Survey.**

Progress to date:

The 2008 Running Start High School Senior Survey has been completed and final report prepared. Copies have been distributed to college stakeholders, Executive Cabinet and area K-12 superintendents. The report has been posted on the College intranet and web site. Research Analyst Kael Godwin and Running Start Manager Linda Calvert coordinated this year's survey and report preparation.

- ◆ **Expand federal advocacy locally and nationally on issues impacting Clark College.**

Progress to date:

Clark College hosted Senator Maria Cantwell's "Clean Technology "community forum on May 29. Discussion by leaders in the 10-person roundtable centered around the role of the federal government in creating and promoting a clean tech economy.

Shelley Das has scheduled a meeting on June 16 with Melanie Mihara of Senator Cantwell's office to discuss federal grants.

Management Excellence

- ◆ **Facilitate and provide administrative support for 2008 accreditation.**

Progress to date:

The standards are undergoing final editing by a professional editor. Co-chairs Tim Cook and Charlene Montierth presented an update to College Council on June 4 and will present an update to the Board at the June 16 Board meeting.

- ◆ **Coordinate implementation of Year 4 of Strategic Plan.**

Progress to date:

Members of Executive Cabinet prioritized the 2008-09 budget requests at the May 13 retreat. One-time funding requests approved totaled \$302,842. Permanent funding requests approved totaled \$820,575. An additional funding request in the amount of \$46,375 was funded from the High Demand STEM grant. The funding grid was shared with the College community and posted on the intranet.

The 2009-2014 Strategic Planning Task Force held its final meeting of the quarter on June 6 and reviewed suggestions for revisions to the mission, vision and strategic directions and incorporation of the college-wide abilities in the new plan. The latest draft will be shared with the College community and feedback invited during the week of June 9. Regular updates have been presented to College Council. The Task Force will meet again in early September to review feedback and continue discussion of 3-5 year goals in support of the strategic directions.

- ◆ **Implement employee performance plans and evaluations on a timely basis.**

Progress to date:

Performance plans and evaluations have been completed for all employees in Planning and Advancement

Additional items:

- ◆ The annual Petersons survey was completed and submitted.
- ◆ A literature review electronic form was developed for the Retention Committee.
- ◆ Enrollment pattern maps were developed for Communications and Marketing.

Candy Bennett

Executive Dean of Planning and Advancement

June 6, 2008

Funding History

Grants/Contracts/Allocations by funding year

2008-09
2007-08
2006-07

Office of Planning and Advancement
June 10, 2008

CLARK COLLEGE GRANTS AND STATUS
2008-2009

| SUBMIT DATE | FUND APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI/ DEPT | STATUS |
|-------------|---------------|--|--------------------------|----------------------------|-----------------------------------|--|--------------------------------------|
| May-07 | Jul-08 | Curriculum, Course and Laboratory Improvement (CCLI) | \$119,350 (over 2 years) | Workforce Development | NSF | Nadine Fattaleh, Karl Bailey / Chemistry | FY- 2008-09 (\$134,750 over 3 years) |
| Dec-07 | Jul-08 | Vocational Program Proposal - Automotive Service and Maintenance | \$126,285 | Access to Education | State of WA - Dept of Corrections | Shirley Moore / BEECH | FUNDED - |
| Dec-07 | Jul-08 | Vocational Program Proposal - Dry Wall and Interior Finishing | \$37,200 | Access to Education | State of WA - Dept of Corrections | Shirley Moore / BEECH | FUNDED - |

CLARK COLLEGE GRANTS AND STATUS 2007-08

| SUBMIT DATE | FUNDING APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI & DEPT | STATUS |
|-------------|------------------|--|------------------|--|-----------------------------------|---|-------------------------------------|
| May-08 | | Title III-Strengthening Institutions Program | \$1,720,271 | Student Achievement Initiative | US Dept. of Education | Travis Kibota / SHAPE | Should hear by July 2008 |
| Feb-08 | Apr-08 | AACC Plus 50 Mentor College Grant | \$70,000 | Workforce Development | AACC | Tracy Reilly-Kelly / Continuing Ed | FUNDED - \$70,000 |
| Feb-08 | May-08 | HP Technology for Teaching Grant | \$77,000 | Workforce Development | Hewlett Packard | Dwight Hughes / DNET | NOT FUNDED |
| Jan-08 | Jun-08 | Clark College Green Energy Grant | \$50,745 | Workforce Development | Office of Financial Management | Phil Sheehan / Administrative Services | FUNDED - \$50,745 |
| Jan-08 | Feb-08 | 2007-08 Perkins Leadership Block Grant | \$16,000 | Best Practices / Industry Based Professional Development | SBCTC | Joe Renouard / Workforce Development | FUNDED - \$16,000 |
| Dec-07 | Jul-08 | Vocational Program Proposal - Automotive Service and Maintenance | \$126,285 | Access to Education | State of WA - Dept of Corrections | Shirley Moore / BEECH | FY 2008-09 |
| Dec-07 | | Vocational Program Proposal - Internet Resource Design | \$12,900 | Access to Education | State of WA - Dept of Corrections | Shirley Moore / BEECH | NOT FUNDED |
| Dec-07 | Jul-08 | Vocational Program Proposal - Dry Wall and Interior Finishing | \$37,200 | Access to Education | State of WA - Dept of Corrections | Shirley Moore / BEECH | FY 2008-09 |
| Nov-07 | Dec-07 | 2007-08 Non-traditional Employment and Training | \$5,000 | Recruitment / Transportation Industry | SBCTC | Joe Renouard / Workforce Development | FUNDED - \$5,000 |
| Oct-07 | Dec-07 | Department of Early Learning Grant | \$50,000 | Management Excellence | Dept. of Early Learning | Laurie Cornelius / Child and Family Studies | FUNDED - \$50,000 Paid over 2 years |

CLARK COLLEGE GRANTS AND STATUS 2007-08

| SUBMIT DATE | FUNDING APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI & DEPT | STATUS |
|-------------|------------------|---|-------------------------------------|----------------------------|---|---|--------------------|
| Oct-07 | Dec-07 | 2007-09 Industry Skill Panels | \$90,000 (Clark's portion \$42,750) | Workforce Development | Workforce Training and Education Coordinating Board | George Reese / OOI | FUNDED - \$42,750 |
| Oct-07 | Nov-07 | 2007-08 Professional Development Grant | \$4,589 | Staff Development | SBCTC | Mark McLean / Basic Ed | FUNDED - \$4,589 |
| Oct-07 | Oct-07 | Students in Service Program | \$1,380 | Respect for Differences | WA Campus Compact | Jody Shulnak / Service Learning | FUNDED - \$1,380 |
| Sep-07 | Sep-07 | Building Bridges 2007 | \$9,617 | Access to Education | SBCTC - DCCEL | Laurie Cornelius / Child and Family Studies | FUNDED - \$9,617 |
| Sep-07 | Oct-07 | ABE Career Connections Grant | \$75,000 | Workforce Development | Workforce Strategy Center | Mark McLean / Basic Ed | NOT FUNDED |
| Aug-07 | Sep-07 | 2007-08 Misc. General Grant | \$1,000 | Literacy Week Events | SBCTC | Mark McLean / Basic Ed | FUNDED - \$1,000 |
| Aug-07 | Sep-07 | Clark College Promising Practices Proposal | \$10,000 | Broad-Based Partnerships | Washington Campus Compact | Jody Shulnak / Service Learning | FUNDED - \$10,000 |
| Aug-07 | Sep-07 | 2007-08 Job Skills Program - SW WA Medical Center | \$31,020 | Workforce Development | SBCTC | Todd Oldham / WF Dev & Cont Ed | FUNDED - \$38,979 |
| Aug-07 | Dec-07 | Community Dental Care Program | \$3,000 | Access to Education | Kaiser Permanente Dental Care Program | Marci Wedemeyer / Dental Hygiene | FUNDED - \$3,000 |
| Aug-07 | Sep-07 | 1st CLASS Program proposal | \$20,000 | Access to Education | College Success Foundation | Alex Montoya / Director of Financial Aid | FUNDED - \$20,000 |
| Aug-07 | Sep-07 | 2007-08 CASAS Train the Trainer | \$300 | Faculty attending workshop | SBCTC | Shirley Brannon / Basic Ed | FUNDED - \$300 |
| Jul-07 | Aug-07 | 2007-09 Opportunity Grant | \$350,000 over 2 years | Workforce Development | SBCTC | George Reese / OOI | FUNDED - \$250,000 |
| Jul-07 | Aug-07 | 2007-09 High Demand Grant | \$350,000 over 2 years | Workforce Development | SBCTC | Travis Kibota / SHAPE | FUNDED - \$350,000 |

CLARK COLLEGE GRANTS AND STATUS 2007-08

| SUBMIT DATE | FUNDING APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI & DEPT | STATUS |
|-------------|------------------|---|--|----------------------------|--------------------|--|-------------------------------|
| Jun-07 | Aug-07 | 2007-08 WA State Work Study / Leveraging Educational Assistance Partnership Community Service Award | \$35,000 | Access to Education | HECB | Eugene Carroll / Financial Aid | FUNDED - \$35,000 |
| Jun-07 | Jul-07 | 2007-2008 Perkins Plan | \$541,798 | Healthcare & Technology | SBCTC | George Reese / OOI | FUNDED - \$541,798 |
| Jun-07 | Jul-07 | 2007-2008 Tech Prep Plan | \$90,499 | General Activity | SBCTC | Tonya Lawrence / Tech Prep | FUNDED - \$90,499 |
| Jun-07 | Jul-07 | 2007-08 Correctional Education Grant | \$340,964 | Access to Education | SBCTC | Shirley Moore / BEECH | FUNDED - \$340,964 |
| May-07 | Jul-07 | 2007-08 WorkFirst Block Grant | \$845,114 | Workforce Development | SBCTC | Joe Renouard / Workforce Development | FUNDED - \$845,114 |
| May-07 | Aug-07 | Guidance plus Support | \$177,919 (Clark share approx. \$5,000) | Broad-Based Partnerships | HECB | Jennifer Farney / Math | FUNDED - \$5,000 ESD is lead. |
| May-07 | Jul-07 | 2007-08 WorkFirst Block Grant - Child Care | \$23,000 | Access to Education | SBCTC | Laurie Cornelius / Child and Family Studies | FUNDED - \$23,000 |
| May-07 | Jul-07 | 07-08 EL Civics, Adult Basic Education, Volunteer Literacy Grant | \$352,439 (EL Civics \$92,945; ABE \$239,494, Literacy \$20,000) | Focus on Learning | SBCTC | Mark McLean, Madeleine von Laue, Ray Korpi / BEECH | FUNDED - \$352,439 |
| May-07 | Oct-07 | CCAMPIS Grant | \$59,596 | Access to Education | Dept. of Education | Laurie Cornelius / Child & Family Studies | FUNDED - \$59,596 |

CLARK COLLEGE GRANTS AND STATUS 2007-08

| SUBMIT DATE | FUNDING APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI & DEPT | STATUS |
|-------------|------------------|---|---|----------------------------|--|---|---|
| May-07 | Jul-07 | 2007-08 Job Skills Program - Col. Machine - Lean Mfg. | \$110,110 | Workforce Development | SBCTC | Todd Oldham / WF Dev & Cont Ed | FUNDED - \$102,112 |
| May-07 | Jul-07 | 2007-08 Job Skills Program-Six Sigma Consortium. II. | \$104,720 | Workforce Development | SBCTC | Todd Oldham / WF Dev & Cont Ed | FUNDED - \$97,987 |
| May-07 | Jul-07 | 2007-08 Job Skills Program-AIMMco ISO 9110 certif. | \$32,032 | Workforce Development | SBCTC | Todd Oldham / WF Dev & Cont Ed | FUNDED - \$30,261 |
| Dec-06 | Jul-07 | 2006-07 Job Skills Grant for Six Sigma Training Increase | \$10,000 | Workforce Development | SBCTC | Todd Oldham / Corporate Ed | FUNDED - \$10,000 |
| Oct-06 | Sep-07 | From STEM to Stern | \$825,896 (over 3 years) Approx \$115,000 for Clark | Broad-Based Partnerships | NSF | Izad Khormae / Computer Science & Engineering | Funded - \$107,732 |
| Oct-06 | Jul-07 | SW Washington Coalition's Physical Activity and Nutrition Pilot Project | \$274,821 (over 3 years) Clark's portion TBD | Broad-Based Partnerships | NW Health Foundation - KP Community Fund | Laurie Cornelius / Child & Family Studies | FUNDED \$85,000 1st year, years 2 and 3 funding TBD |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | Total Funded | 2007-08 | \$3,649,862 |

CLARK COLLEGE CONTRACTS AND STATUS 2007 - 08

| TYPE | SUBMIT DATE | NAME OF CONTRACT OR TRAINING | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI/DEPT | STATUS |
|----------|-------------|--|------------------|--|-------------------------------------|-----------------------|
| Contract | Dec-07 | Incumbent Worker Training | \$52,070 | Southwest Washington Workforce Development Council | Todd Oldham/ Corporate Education | Funded - \$52,070 |
| Contract | Sep-07 | Supervisory Training | \$6,000 | Saint Gobain | Todd Oldham/ Corporate Education | Funded - \$6,000 |
| Contract | Oct-07 | Basic and Intermediate Access 2007 | \$5,580 | Washington School for the Deaf | Todd Oldham/ Corporate Education | Funded - \$5,580 |
| Contract | Oct-07 | Language Assessment | \$400 | Clark County Human Resources | Todd Oldham/ Corporate Education | Funded - \$400 |
| Contract | Nov-07 | Pharmacy Technician Certification - V | \$3,780 | Kaiser Permanente | Todd Oldham/ Corporate Education | Funded - \$3,780 |
| Contract | Nov-07 | Pharmacy Technician Certification - VI | \$2,079 | Kaiser Permanente | Todd Oldham/ Corporate Education | Funded - \$2,079 |
| Contract | Dec-07 | Construction Industry Training Council | \$3,453 | January 12 - March 15, 2008 | Todd Oldham/ Corporate Education | Funded - \$3,453 |
| Contract | Dec-07 | Freightliner LLC | \$3,254 | Value Stream Mapping | Todd Oldham/ Corporate Education | Funded - \$3,254 |
| Contract | Dec-07 | Freightliner LLC | \$2,200 | Lean Office Training | Todd Oldham/ Corporate Education | Funded - \$2,200 |
| Contract | Jul-07 | LEP Pathways | \$162,500 | Office of Refugee & Immigrant Assistance | Todd Oldham/ Corporate Education | Funded - \$162,500 |
| Contract | Jul-07 | Small Business Development Center | \$4,080 | U.S. Small Business Administration | Todd Oldham/ Corporate Education | Funded - \$4,080 |
| Contract | Jul-07 | Welding Training Classes | \$3,453 | Construction Industry Training Council | Todd Oldham/ Corporate Education | Funded - \$3,453 |

CLARK COLLEGE CONTRACTS AND STATUS 2007-08

| TYPE | SUBMIT DATE | NAME OF CONTRACT OR TRAINING | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI/DEPT | STATUS |
|----------|-------------|---|------------------|-----------------------------|-------------------------------------|-------------------|
| Contract | Jul-07 | Print Reading for Welders September - November 2007 | \$2,050 | Gunderson | Todd Oldham/ Corporate Education | Funded - \$2,050 |
| Contract | Jul-07 | Pharmacy Technician Certification - IV | \$1,890 | Kaiser Permanente | Todd Oldham/ Corporate Education | Funded - \$1,890 |
| Contract | Jul-07 | Communication Skills | \$500 | Minnehaha Elementary School | Todd Oldham/ Corporate Education | Funded - \$500 |
| Contract | Jul-07 | Blueprint Reading for Welders | \$7,502 | Pedigo Products, Inc. | Todd Oldham/ Corporate Education | Pending |
| Contract | Jul-07 | Organizing Office for Success - Communication | \$2,345 | Vancouver School District | Todd Oldham/ Corporate Education | Funded - \$2,345 |
| Contract | Jul-07 | Electronics 121 | \$17,427 | WaferTech | Todd Oldham/ Corporate Education | Funded - \$17,427 |
| Contract | Jul-07 | Accent Improvement Training II | \$5,645 | WaferTech | Todd Oldham/ Corporate Education | Funded - \$5,645 |
| Contract | Jul-07 | Electronics 215 | \$13,195 | WaferTech | Todd Oldham/ Corporate Education | Funded - \$13,195 |
| Contract | Jul-07 | Electronics 122 | \$15,975 | WaferTech | Todd Oldham/ Corporate Education | Funded - \$15,975 |
| | | | | | | |
| | | | | TOTAL CONTRACTS | 2007-08 | \$307,876 |

CLARK COLLEGE ALLOCATIONS AND STATUS
2007-08

| TYPE | SUBMIT DATE | NAME OF ALLOCATION | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI & DEPT | STATUS |
|------------|----------------|---------------------------------|------------------|--------------------------|---|--------------------|
| Allocation | Oct-07 | 2007-08 CASAS Train the Trainer | \$350 | SBCTC | Mark McLean/ Basic Ed | FUNDED - \$350 |
| Allocation | Jul-07 | 2007-08 Tech Prep Funds | \$88,599 | SBCTC | Joe Renouard/ Workforce Development | FUNDED - \$88,599 |
| Allocation | No submit date | Focus on Mature Learning | \$112,239 | SBCTC | Tracy Reilly-Kelly / Corporate and Continuing Education | FUNDED - \$120,631 |
| | | | | TOTAL ALLOCATIONS | 2007-08 | \$209,580 |

CLARK COLLEGE GRANTS AND STATUS 2006-2007

| SUBMIT DATE | FUND APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI/ DEPT | STATUS |
|-------------|---------------|--|---|----------------------------|----------------------------------|--|----------------------------------|
| Jun-07 | Aug-08 | 2007-08 WA State Work Study/Leveraging | \$35,000 | Access to Education | HECB | Eugene Carroll/ Financial Aid | FY 2007-08 (35,000) |
| Jun-07 | Jul-07 | 2007-2008 Perkins Plan | \$541,798 | Healthcare & Technology | SBCTC | George Reese/OOI | FY 2007-08 (541,798) |
| Jun-07 | Jul-07 | 2007-2008 Tech Prep Plan | \$90,499 | General Activity | SBCTC | Tonya Lawrence/Tech Prep | FY 2007-08 (90,499) |
| Jun-07 | Jul-07 | 2007-08 Correctional Education Grant | \$340,964 | Access to Education | SBCTC | Shirley Moore/BEECH | FY 2007-08 (340,964) |
| May-07 | Jul-07 | 2007-08 WorkFirst Block Grant | \$845,114 | Workforce Development | SBCTC | Joe Renouard/ Workforce Development | FY 2007-08 (845,114) |
| May-07 | | Collaborative Research: Nano-device design and | \$200,000 (over 2 years - Clark's portion \$30,000) | Workforce Development | NSF | Tina Barsotti/ Engineering | NOT FUNDED |
| May-07 | Jun-07 | SW Wash. Transition in Math Education | \$69,933 (Clark share approx. \$10,000) | Access to Education | WA State Transition Math Project | Paul Casillas/ Mathematics | FUNDED - \$10,000 WSU is lead |
| May-07 | Aug-07 | Guidance plus Support | \$177,919 (Clark share approx. \$5,000) | Broad-Based Partnerships | HECB | Jennifer Farney/Math | FY 2007-08 (5,000) |
| May-07 | Jul-07 | 2007-08 WorkFirst Block Grant - Child Care | \$23,000 | Access to Education | SBCTC | Laurie Cornelius/Child and Family Studies | FY 2007-08 (23,000) |
| May-07 | Jul-07 | 07-08 EL Civics, Adult Basic Education, Volunteer Literacy | \$352,439 (EL Civics \$92,945; ABE \$239,494) | Focus on Learning | SBCTC | Mark McLean, Madeleine von Laue, Ray Korpi/ | FY 2007-08 (352,439) |
| May-07 | Oct-07 | CCAMPIS Grant | \$59,596 | Access to Education | Dept. of Education | Laurie Cornelius/ Child & Family Studies | FY 2007-08 (59,596) |

**CLARK COLLEGE GRANTS AND STATUS
2006-2007**

| SUBMIT DATE | FUND APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI/ DEPT | STATUS |
|--------------------|----------------------|---|--------------------------|-----------------------------------|------------------------|--------------------------------------|--|
| May-07 | Jun-07 | 2007-08 State Work Study Incentive Grant | \$5,000 | Access to Education | HECB | Eugene Carroll/ Financial Aid | FUNDED - \$5,000 |
| May-07 | Jul-07 | 2007-08 Job Skills Program - Col. Machine - Lean Mfg. | \$110,110 | Workforce Development | SBCTC | Todd Oldham/WF Dev & Cont Ed | FY 2007-08 (102,112) |
| May-07 | Jul-07 | 2007-08 Job Skills Program-Six Sigma Consortium. II. | \$104,720 | Workforce Development | SBCTC | Todd Oldham/WF Dev & Cont Ed | FY 2007-08 (97,987) |
| May-07 | Jul-07 | 2007-08 Job Skills Program-AIMMco ISO 9110 certif. | \$32,032 | Workforce Development | SBCTC | Todd Oldham/WF Dev & Cont Ed | FY 2007-08 (30,261) |
| Apr-07 | May-07 | 2007-2009 Displaced Homemaker Grant | \$109,999 | Access to Education | SBCTC | Becky Merritt/ Eligibility Programs | FUNDED - \$110,000 |
| Mar-07 | May-07 | 2006-07 Job Skills Program - Attbar, inc. | \$2,500 | Workforce Development | SBCTC | Todd Oldham/ Corporate Ed | FUNDED - \$2,500 |
| Mar-07 | May-07 | Information Literacy in WA Community and Technical | \$1,472 | Focus on Learning | Pierce College | Kitty Mackey/ Library | FUNDED - \$1,472 |
| Mar-07 | | Counseling for Retention | \$75,000 (over 3 years) | Focus on Learning | Nick Traina Foundation | Mary Deal/ Health Services | NOT FUNDED |
| Feb-07 | | eLearning grant: LPN online program expansion to Rural | \$150,000 (over 3 years) | Access to Education | Meyer Memorial Trust | Glen Jenewein/ Distance Learning | NOT FUNDED |
| Jan-07 | | Power of One: LGBT Leadership - Diversity is our Strength | \$5,000 | Respect for Differences | Pride Foundation | Justin Taylor/ Multicultural Affairs | NOT FUNDED - Pulled grant from competition |
| Jan-07 | Apr-07 | 2007-08 Professional Development Grant | \$4,589 | Management Excellence | SBCTC | Mark McLean/Basic Ed | FUNDED - \$4,589 |

CLARK COLLEGE GRANTS AND STATUS 2006-2007

| SUBMIT DATE | FUND APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI/ DEPT | STATUS |
|-------------|---------------|---|--|----------------------------|--|--|---------------------------------------|
| Dec-06 | Feb-07 | Online interactive information literacy tutorials for distance | \$14,990 | Access to Education | SBCTC | Kitty Mackey/ Library | FUNDED - \$14,990. Shoreline CC is |
| Dec-06 | Feb-07 | Health Occupations Online Clinical Student Tracking | \$30,000 | Access to Education | SBCTC | Kathleen Murphy/ Diagnostic Imaging | FUNDED - \$30,000 |
| Dec-06 | Feb-07 | ECSE Access Project Proposal | \$28,565 | Access to Education | SBCTC | Izad Khormae/ Computer Science & Engineering | FUNDED - \$28,565 |
| Dec-06 | | Bridges - Mathematics and Science Partnership Program | \$1,039,734 (over 3 years - Clark's piece is \$81,518) | Focus on Learning | WA Superintendent of Public Instruction | Paul Casillas/ Mathematics | NOT FUNDED |
| Dec-06 | Apr-07 | Clark College LPN Planning Project | \$13,387 | Workforce Development | Washington Center for Nursing | Shelly Quint/ Nursing | FUNDED - \$13,387 |
| Dec-06 | Jan-07 | 2006-07 Non Trad | \$5,000 | Workforce Development | SBCTC | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$5,000 |
| Dec-06 | | Faculty Development: Integrated Technology into Nursing Education | \$299,968 over 5 years | Workforce Development | Health Resources & Services Admin (HRSA) | Shelly Quint/ Nursing | NOT FUNDED |
| Dec-06 | Jul-07 | 2006-07 Job Skills Grant for Six Sigma Training Increase | \$10,000 | Workforce Development | SBCTC | Todd Oldham/ Corporate Ed | FY 2007-08 (10,000) |
| Nov-06 | | College Knowledge for Success | \$216,403 (over 3 years) | Broad-Based Partnerships | College Spark | Robin Terjeson/ Physical Sciences and Engineering | NOT FUNDED |
| Oct-06 | Sep-07 | From STEM to Stern | \$825,896 (over 3 years) Approx \$115,000 for | Broad-Based Partnerships | NSF | Izad Khormae/ Computer Science & Engineering | FY 2007-08 (107,732) |
| Oct-06 | Jul-07 | SW Washington Coalition's Physical Activity and Nutrition | \$274,821 (over 3 years) Clark's portion TBD | Broad-Based Partnerships | NW Health Foundation - KP Community Fund | Laurie Cornelius/ Child & Family Studies | FY 2007-08 (85,000) |

CLARK COLLEGE GRANTS AND STATUS 2006-2007

| SUBMIT DATE | FUND APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI/ DEPT | STATUS |
|-------------|---------------|---|-------------------------|----------------------------|---|--|------------------------------------|
| Oct-06 | | Community Colleges Broadening Horizons through Service | \$36,000 (over 3 years) | Focus on Learning | AACC | Lauren Caldarera/ Service Learning | NOT FUNDED |
| Sep-06 | | Next-Generation Videoconferencing Grant | \$20,000 | Access to Education | SBCTC | Glen Jenewein/ Distance Learning & Computing | NOT FUNDED |
| Aug-06 | | Advanced Manufacturing Grant | \$1.5 million | Workforce Development | DOL | Lisa Edwards/WF Dev & Cont Ed | NOT FUNDED. OMEP was lead. |
| Aug-06 | Oct-06 | Building Bridges to Higher Education | \$6,033 | Access to Education | State of WA - Department of Early Learning | Laurie Cornelius/ Child & Family Studies | FUNDED - \$6,033 |
| Jul-06 | Oct-06 | Achievers Scholars 1st CLASS Program | \$12,000 | Student Affairs | WA Education Fnd | Alex Montoya/ Enrollment Services | FUNDED - \$12,000 |
| Jul-06 | | Commercial Motor Vehicle Operator Safety Training Grant | \$34,000 | Workforce Development | DOT - Federal Motor Carrier Safety Administration | Lisa Edwards/ WF Dev & Cont Ed | NOT FUNDED |
| Jul-06 | Oct-06 | CCAMPIS Grant | \$59,596 | Access to Education | Dept. of Education | Laurie Cornelius/ Child & Family Studies | FUNDED - \$59,596 which includes a |
| Jul-06 | Sep-06 | High Demand Grant: Expansion of Associate Degree | \$304,000 | Access to Education | SBCTC | Shelly Quint/ Nursing | FUNDED - \$64,000 |
| Jul-06 | Sep-06 | 2006-07 WorkFirst Block Grant (4th QTR only) | \$86,914 | Workforce Development | SBCTC | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$86,914 |
| Jul-06 | Sep-06 | 2006-2007 WorkFirst Block Grant (2, 3 & 4 Quarters) | \$539,389 | Workforce Development | SBCTC | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$539,389 |
| Jun-06 | Jul-06 | 2006-07 Job Skills Grant for Six Sigma Training | \$94,917 | Workforce Development | SBCTC | Todd Oldham/ Corporate Ed | FUNDED - \$94,917 |

CLARK COLLEGE GRANTS AND STATUS 2006-2007

| SUBMIT DATE | FUND APPROVED | NAME OF GRANT | AMOUNT REQUESTED | PRIMARY MISSION IMPERATIVE | FUNDING AGENCY | CLARK PI/ DEPT | STATUS |
|----------------------|---------------|--|------------------|----------------------------|-----------------------------------|--|--------------------|
| Jun-06 | Jul-06 | 2006-07 WorkFirst Block Grant (1st QTR only) | \$179,796 | Workforce Development | SBCTC | Lisa Edwards/ WF Dev & Cont Ed | FUNDED - \$179,796 |
| Jun-06 | Jul-06 | 2006-07 Tech Prep Funds | \$89,981 | Workforce Development | SBCTC | Lisa Edwards/ WF Dev & Cont Ed | FUNDED - \$89,981 |
| May-06 | Jul-06 | 2006-07 Basic Grant | \$253,282 | Focus on Learning | SBCTC | Mark McLean/ Basic Ed | FUNDED - \$253,282 |
| May-06 | Jul-06 | 2006-07 EL/Civics Grant | \$102,201 | Focus on Learning | SBCTC | Mark McLean/ Basic Ed | FUNDED - \$102,201 |
| May-06 | Jul-06 | 2006-07 Volunteer Literacy Program | \$14,277 | Focus on Learning | SBCTC | Ray Korpi/ BEECH | FUNDED - \$14,277 |
| May-06 | Jul-06 | 2006-07 Job Skills Program - Attbar, inc. | \$55,447 | Workforce Development | SBCTC | Todd Oldham/ Corporate Ed | FUNDED - \$48,750 |
| Apr-06 | Jul-06 | University Contract | \$157,500 | Broad-Based Partnerships | SBCTC | George Reese/ Office of Instruction | FUNDED - \$94,500 |
| Mar-06 | Sep-06 | Connecting Local and State Efforts | \$67,852 | Focus on Learning | Foundation for Early Learning | Laurie Cornelius/ Child and Family Studies | FUNDED - \$32,764 |
| Feb-06 | Jul-06 | Student Success Seminar | \$70,050 | Focus on Learning | Education Assistance Foundation | Tim Cook/Student Success and Retention | FUNDED - \$70,050 |
| Nov-05 | Dec-06 | Tobacco Free Campus | \$7,000 | Management Excellence | Steps to a Healthier Clark County | Mary Deal/Health Services | FUNDED - \$7,000 |
| Total Funded 2006-07 | | | | | | | \$1,980,953 |

CLARK COLLEGE CONTRACTS AND STATUS 2006-07

| TYPE | SUBMIT DATE | NAME OF CONTRACT OR TRAINING | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI/DEPT | STATUS |
|----------|-------------|------------------------------------|------------------|-----------------------|-----------------------------------|------------------|
| Contract | Mar-07 | Management and Customer Service | \$1,350 | Applus Technologies | Todd Oldham / Corporate Education | FUNDED - \$1,350 |
| Contract | Mar-07 | Wire Feed | \$1,675 | C - Tran | Todd Oldham / Corporate Education | FUNDED - \$1,675 |
| Contract | Mar-07 | Situational Leadership | \$650 | Clark County | Todd Oldham / Corporate Education | FUNDED - \$650 |
| Contract | Mar-07 | Business Grammar | \$5,955 | Clark County | Todd Oldham / Corporate Education | FUNDED - \$5,955 |
| Contract | Mar-07 | Russian Culture | \$3,284 | Clark County | Todd Oldham / Corporate Education | FUNDED - \$3,284 |
| Contract | Mar-07 | Wire Feed | \$670 | Clark County | Todd Oldham / Corporate Education | FUNDED - \$670 |
| Contract | Mar-07 | Situational Leadership | \$975 | Clark ISS | Todd Oldham / Corporate Education | FUNDED - \$975 |
| Contract | Mar-07 | Internal Customer Service | \$1,090 | Clark PUD | Todd Oldham / Corporate Education | FUNDED - \$1,090 |
| Contract | Mar-07 | Registration Fee | \$3,160 | Clark PUD | Todd Oldham / Corporate Education | FUNDED - \$3,160 |
| Contract | Mar-07 | Situational Leadership | \$325 | Clark PUD | Todd Oldham / Corporate Education | FUNDED - \$325 |
| Contract | Mar-07 | Sexual Harrassement | \$800 | Columbia Credit Union | Todd Oldham / Corporate Education | FUNDED - \$800 |
| Contract | Mar-07 | Basic Maintenance Training | \$2,880 | Columbia Vista | Todd Oldham / Corporate Education | FUNDED - \$2,880 |
| Contract | Mar-07 | Finance for non-Financial Managers | \$2,460 | Elephants Deli | Todd Oldham / Corporate Education | FUNDED - \$2,460 |
| Contract | Mar-07 | Situational Leadership | \$1,500 | Frito Lay | Todd Oldham / Corporate Education | FUNDED - \$1,500 |
| Contract | Mar-07 | Customer Service | \$1,670 | GiftTree | Todd Oldham / Corporate Education | FUNDED - \$1,670 |
| Contract | Mar-07 | Leadership Skills for Managers | \$1,150 | GiftTree | Todd Oldham / Corporate Education | FUNDED - \$1,150 |
| Contract | Mar-07 | January - April 2007 | \$3,535 | Gunderson, Inc. | Todd Oldham / Corporate Education | FUNDED - \$3,535 |

CLARK COLLEGE CONTRACTS AND STATUS 2006-07

| TYPE | SUBMIT DATE | NAME OF CONTRACT OR TRAINING | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI/DEPT | STATUS |
|----------|-------------|--|------------------|---|-----------------------------------|------------------|
| Contract | Mar-07 | Pharmacy Technician Certification | \$9,450 | Kaiser Permanente | Todd Oldham / Corporate Education | FUNDED - \$9,450 |
| Contract | Mar-07 | Communication Styles & Skills | \$850 | LaCamas Credit Union | Todd Oldham / Corporate Education | FUNDED - \$850 |
| Contract | Mar-07 | Varied Training: Supervisory Skills, Conflict Resolution, Motivating Employees | \$6,625 | Land America Lawyers Title | Todd Oldham / Corporate Education | FUNDED - \$6,625 |
| Contract | Mar-07 | Basic Supervision | \$1,610 | Nautilus, Inc. | Todd Oldham / Corporate Education | FUNDED - \$1,610 |
| Contract | Mar-07 | Becoming a Great Speaker | \$1,455 | Nautilus, Inc. | Todd Oldham / Corporate Education | FUNDED - \$1,455 |
| Contract | Mar-07 | Chinese Culture - Part II | \$2,580 | Nautilus, Inc. | Todd Oldham / Corporate Education | FUNDED - \$2,580 |
| Contract | Mar-07 | Intermediate Excel | \$2,450 | Nautilus, Inc. | Todd Oldham / Corporate Education | FUNDED - \$2,450 |
| Contract | Mar-07 | Supervisory Skills | \$4,538 | Nutter Corporation | Todd Oldham / Corporate Education | FUNDED - \$4,538 |
| Contract | Mar-07 | Situational Leadership | \$3,250 | Panasonic Shikoku Electronics Corp of America | Todd Oldham / Corporate Education | FUNDED - \$3,250 |
| Contract | Mar-07 | Sarbanes Oxley Training | \$1,026 | Panasonic Shikoku Electronics Corp of America | Todd Oldham / Corporate Education | FUNDED - \$1,026 |
| Contract | Mar-07 | Sexual Harrassment | \$1,145 | Saint-Gobain | Todd Oldham / Corporate Education | FUNDED - \$1,145 |
| Contract | Mar-07 | Flagging | \$1,150 | Scott's Excavating | Todd Oldham / Corporate Education | FUNDED - \$1,150 |
| Contract | Mar-07 | Leadership and Development Skills | \$9,900 | Silicon Forest | Todd Oldham / Corporate Education | FUNDED - \$9,900 |
| Contract | Mar-07 | Dimensioning and Tolerancing | \$1,375 | Solar World | Todd Oldham / Corporate Education | FUNDED - \$1,375 |

CLARK COLLEGE CONTRACTS AND STATUS
2006-07

| TYPE | SUBMIT DATE | NAME OF CONTRACT OR TRAINING | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI/DEPT | STATUS |
|----------|-------------|--|------------------|---------------------------------------|--------------------------------------|-------------------|
| Contract | Mar-07 | Stick Welding | \$4,622 | Southwest Interagency Cooperative | Todd Oldham / Corporate Education | FUNDED - \$4,622 |
| Contract | Mar-07 | Consulting Services | \$1,244 | Tacoma Community College | Todd Oldham / Corporate Education | FUNDED - \$1,244 |
| Contract | Mar-07 | Consulting Services | \$5,100 | US Digital | Todd Oldham / Corporate Education | FUNDED - \$5,100 |
| Contract | Mar-07 | Conflict Resolution / Behavior Management | \$4,850 | Washington State School for the Blind | Todd Oldham / Corporate Education | FUNDED - \$4,850 |
| Contract | Mar-07 | Non - Traditional Employment and Training | \$7,000 | Evergreen School District | Joe Renouard / Workforce Development | FUNDED - \$7,000 |
| Contract | Feb-07 | Legacy Phlebotomy | \$6,700 | Legacy Health System | Lisa Edwards/ WF Dev & Cont Ed | FUNDED - \$6,918 |
| Contract | Jan-07 | Gunderson, Inc. - Print Reading for Welders 1/29/07-4/4/07 | \$2,050 | Gunderson, Inc. | Lisa Edwards/ WF Dev & Cont Ed | FUNDED - \$12,068 |
| Contract | Dec-06 | US Digital - Human Resource Audit | \$1,500 | US Digital | Lisa Edwards/ WF Dev & Cont Ed | FUNDED - \$5,100 |
| Contract | Dec-06 | Nautilus Professional Development Program | \$7,235 | Nautilus, Inc. | Lisa Edwards/ WF Dev & Cont Ed | FUNDED - \$7,235 |
| Contract | Nov-06 | WaferTech - Math and English Asset Testing | \$860 | WaferTech | Lisa Edwards/ WF Dev & Cont Ed | FUNDED - \$755 |
| Contract | Nov-06 | Columbia Credit Union - Sexual Harassment & FMLA | \$3,305 | Columbia Credit Union | Lisa Edwards/ WF Dev & Cont Ed | FUNDED - \$3,305 |

CLARK COLLEGE CONTRACTS AND STATUS 2006-07

| TYPE | SUBMIT DATE | NAME OF CONTRACT OR TRAINING | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI/DEPT | STATUS |
|----------|-------------|--|------------------|----------------------------------|-------------------------------|-------------------|
| Contract | Nov-06 | SolarWorld Industries America LP - Dimensioning and Tolerancing | \$1,085 | SolarWorld Industries America LP | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$1,375 |
| Contract | Oct-06 | Gunderson, Inc. - Print Reading for Welders 11/13/06-11/11/07 | \$2,050 | Gunderson, Inc. | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$2,534 |
| Contract | Oct-06 | Vancouver School District - Organizing the Office for Success & Effective Written and Oral Communication | \$2,345 | Vancouver School District | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$2,345 |
| Contract | Oct-06 | Legacy Health System Phlebotomy | \$6,718 | Vancouver School District | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$8,275 |
| Contract | Oct-06 | Chicago Title - MS Office Software Training | \$3,450 | Chicago title | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$3,450 |
| Contract | Sep-06 | WaferTech - Electronics Training | \$72,666 | WaferTech | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$72,666 |
| Contract | Sep-06 | GiftTree - Communication and Motivation Skills | \$3,709 | GiftTree | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$3,709 |
| Contract | Sep-06 | Clark PUD - Internal Customer Service | \$670 | Clark PUD | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$670 |
| Contract | Sep-06 | Gunderson, Inc. - Print Reading for Welders 9/26/06-11/16/06 | \$2,050 | Gunderson, Inc. | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$3,000 |

CLARK COLLEGE CONTRACTS AND STATUS 2006-07

| TYPE | SUBMIT DATE | NAME OF CONTRACT OR TRAINING | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI/DEPT | STATUS |
|----------|-------------|--|-----------------------------------|--|-------------------------------|-------------------|
| Contract | Sep-06 | CITC Contract Training for Plumbers | \$3,453 | CITC | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$3,683 |
| Contract | Sep-06 | Clark County Department of Community Development - Dressing for Professional Success | \$453 | Clark County Department of Community Development | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$453 |
| Contract | Aug-06 | Panasonic Shikoku Electronics Corp of America - Sarbanes Oxley Training | \$1,026 | Panasonic Shikoku Electronics Corp of America | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$1,026 |
| Contract | Aug-06 | Lean and Six Sigma Training | \$11,280 | nLight Photonics | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$11,280 |
| Contract | Aug-06 | Communication Styles and Skills | \$850 | LaCamas Credit Union | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$850 |
| Contract | Aug-06 | Electronics Training Assessment | \$1,625 | WaferTech | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$1,625 |
| Contract | Aug-06 | Van Clinic - Facilitate Meetings & Interviewing Techniques | \$2,055 | Vancouver Clinic | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$2,055 |
| Contract | Aug-06 | Columbia Vista - Basic Maintenance Training | \$2,595 | Columbia Vista | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$2,595 |
| Contract | Jul-06 | 2006-07 Residential Home Inspection Program (part 1) | \$350 per client, \$2,800 minimum | Bellingham Technical College | Lisa Edwards/WF Dev & Cont Ed | Submitted |
| Contract | Jul-06 | Small Business Development 2007 | \$4,080 | Small Business Development Center | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$4,080 |

CLARK COLLEGE CONTRACTS AND STATUS
2006-07

| TYPE | SUBMIT DATE | NAME OF CONTRACT OR TRAINING | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI/DEPT | STATUS |
|----------|-------------|------------------------------|------------------|------------------------|-------------------------------|-------------------|
| Contract | Jul-06 | Ford Learning Center | \$51,227 | UAW-Ford | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$31,893 |
| | | | | | | |
| | | | | TOTAL CONTRACTS | 2006-07 | \$296,294 |

CLARK COLLEGE ALLOCATIONS AND STATUS 2006-07

| TYPE | SUBMIT DATE | NAME OF ALLOCATION | AMOUNT REQUESTED | FUNDING AGENCY | CLARK PI & DEPT | STATUS |
|------------|-------------|---|------------------|----------------|---|-----------------------|
| Allocation | Spring 2007 | 2007-08 Apprenticeship | \$103,027 | SBCTC | Joe Renouard/ Workforce Development | FUNDED - \$103,027 |
| Allocation | Spring 2007 | 2007-08 Workforce Development Base Allocation | \$40,000 | SBCTC | Joe Renouard/ Workforce Development | FUNDED - \$40,000 |
| Allocation | Spring 2007 | 2007-08 Worker Retraining Program Allocation Funds | \$881,469 | SBCTC | Joe Renouard/ Workforce Development | FUNDED - \$881,469 |
| Allocation | Mar-07 | 2007-08 Perkins Plan | \$526,318 | SBCTC | George Reese/OOI | FUNDED - \$526,318 |
| Allocation | Jan-07 | 2007 Non-Traditional Employment and Training Awards | \$5,000 | SBCTC | George Reese/OOI | FUNDED - \$5,000 |
| Allocation | Nov-06 | 2006-07 Tech Prep Allocation Funds Increase | \$877 | SBCTC | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$877 |
| Allocation | Oct-06 | 2006-07 CASAS Train the Trainer | \$450 | SBCTC | Mark McLean/ Basic Ed | FUNDED - \$450 |
| Allocation | Jul-06 | 2006 Volunteer Literacy Advocacy | \$500 | SBCTC | Mark McLean/ Basic Ed | FUNDED - \$500 |
| Allocation | Jul-06 | 2006-2007 Workforce Development Base Allocation | \$40,000 | SBCTC | Lisa Edwards/WF Dev & Cont Ed | FUNDED - \$40,000 |
| | | | | | | |
| | | | | TOTAL | 2006-07 | \$1,597,641 |

Corporate and Continuing Education Board Report June 2008

Introductory Statement

Corporate & Continuing Education has made the following progress toward 2007-08 goals in the six Mission Imperative areas:

Focus on Learning

- ♦ **Expanded program offerings in Continuing Education focused on arts, technology and world culture offerings.**

Progress to Date:

In partnership with the DNET program Continuing Professional Education is offering a Cisco Certified Network Professional (CCNP) to eight participants June 20 - December 6, 2008. Network Professionals who achieve the CCNP certification have demonstrated the knowledge and skills required to manage the routers and switches that form the network core, as well as applications that integrate voice, wireless, and security into the network.

On June 9, Mature Learning and Continuing Education Program Manager, Tracy Reilly Kelly traveled to South Seattle Community College to meet with Laura Matson, Program Director of the Wine Technology Program. Tracy is developing the curriculum for a Wine Studies / Hobbyist class to be piloted in the fall as part of the Plus 50 Initiative grant. Tracy will attend a Plus 50 Initiative training conference in Washington, DC, at the American Association of Community Colleges on June 25 and 28.

Workforce Development

- ♦ **Secure funding sources that support innovative training programs for targeted populations meeting local labor market demand.**

Progress to date:

Executive Director Todd Oldham gave a presentation at the Senate Economic Development, Trade and Management Committee hearing on June 10 at WSUV. Todd discussed customized incumbent workforce training offered by Corporate Education in FY 2006- 2008 and its impact on the workforce.

Corporate Education has been awarded an additional \$40,000 by DSHS for the FY 07-08 Limited English Proficiency training (LEP). The additional funding brings the contract total for FY 07-08 to \$202,500, an increase of \$77,500 over the FY 06-07 award. LEP provides ESL training to immigrants new to the United States to assist them with their transition into employment. Approximately 175 students have participated in LEP training in FY 07-08.

In FY07-08 Corporate Education secured customized training contracts with 21 local companies for combined projected revenue of \$208,335.

On May 29, Corporate & Continuing Education submitted a proposal to Work Systems, a division of the Oregon Department of Community Colleges and Workforce Development, for a possible award allocation of the Regional Competitiveness Training Fund of up to \$125,000.00 for training of personnel in the Long Term Care Industry. Evaluations for awards are currently in process.

Broad-based Partnerships

- ◆ **Enhance relationships with institutional partners (CREDC, SWWDC, SBDC)**

Progress to date:

The first Center for Leadership Excellence advisory subcommittee meeting was held on May 16, eight of the advisory board members attended the meeting, including President Bob Knight. The Center's vision, mission, and goals were drafted at the meeting. The process to develop the pilot curriculum was identified and a target of spring 2009 was set for the first cohort of 20 -25 people.

- ◆ **Expand partnership with the Foundation to garner financial support for Mature Learning program**

Progress to date:

Mature Learning and Continuing Education Program Manager Tracy Reilly Kelly made a presentation on the Plus 50 Initiative and the impact on Baby Boomers moving into retirement to a group of 80 residents at Fairway Village. Residents requested partnering with Clark College to offer classes at Fairway Village, using their facilities at no charge.

Management Excellence

- ◆ **Develop and deploy targeted marketing strategies to recruit and retain students.**

Progress to date:

A survey was conducted in five Continuing Education classes to determine a name for the planned redesign of the department Quarterly Schedule. Students were asked to rank eight different names. The results of this survey are being analyzed and assessed.

- ◆ **Implement employee performance plans and evaluations in all departments in a timely basis.**

Progress to date:

On May 22 Executive Director Todd Oldham completed a 12 hour Increasing Human Effectiveness training held at Columbia Machine. The training provided participants with "tools" to break through self-imposed limitations, resulting in greater productivity and a healthier bottom line.

Todd Oldham
Executive Director
Corporate and Continuing Education
6/6/08

Communications and Marketing Report June 2008

With the year coming to an end, members of the Communications and Marketing team are focusing the 2008 commencement as well as planning for the 2008-2009 academic year, the 2008 accreditation and the college's 75th anniversary celebration.

Focus on Learning

- ◆ **Provide design service and consultation for the college community.**

Progress to date: Lead Graphic Designer Wei Zhuang and Publications Designer Pat McDonald continue to provide design and consultation services to the college community. As part of the ongoing efforts to upgrade the quality and integrate the look of the college's print and Web materials, they have worked on projects including: a program (in two languages) for the jazz band's upcoming trip to Korea, covers for various projects (2008-2009 student handbook, retention plan, Board of Trustees policies), registration form updates, Financial Aid newsletter, 2008 K-Rod Walk/Run materials, accreditation manual (cover design, tab page design, manual template, inside pages), Community Health Fair Home page ad and event signage, ad for the program for the NAACP's annual dinner, and the Digital Technology & Culture Conference Web ad. In addition, in partnership with Communications Specialist Erica Schwenneker (who is responsible for content management including article development, writing, editing, layout design, proofing and production), Zhuang and McDonald have continued their work on the 2008-2010 catalog and the fall 2008 schedule. Work is also nearing completion on materials for the 2008 commencement including the program, DVD cover, signage, parking passes, permits, tickets, and newspaper ads for the *Columbian*, *Oregonian*, *Battle Ground Reflector* and *Camas-Washougal Post-Record*. They have also been working on the program for the GED/HS graduation ceremony and the invitations and program cover for the Larch Correction Center graduation ceremony.

Access to Education

- ◆ **Revise/redesign program sheets.**

Progress to date: A revised program sheet template has been created that would allow greater flexibility and ease, as well as speed, of reprinting. It is being shared with a number of departments for feedback and input for implementation during FY 2008-2009.

- ◆ **Increase marketing in support of the college-wide 2007-2008 marketing plan.**

Progress to date: Director of Marketing Brian Scott is currently working on marketing for fall 2008 and beyond. Highlights include:

- **Fall Quarter 2008 Marketing Programs**
 - Fall TV video footage – first phase done/second phase in planning
 - Radio survey (for fall) – in discussion
 - Text messaging pilot (for fall) – in discussion
- **FITJAM08 (Nautilus)**
 - Sponsorship committed (event held on July 11-13)
 - Initial event marketing materials distributed on campus

- Campus banner posting
 - Reception – target Clark invites identified, e.g. EC, PE instructors & coaches
 - Clark College tie-in – in process
 - **U.S. News & World Report Advertorial**
 - Publication interview with President Knight – done
 - Layout submitted to publication
 - **Workforce Education**
 - Student video – first phase done/second phase in planning
 - **Commencement Ads**
 - Newspaper & web ads – done
 - Media placement – in process
 - **American Legion (40 et 8) Ad**
 - Ad material – done; material provided
 - **Vancouver NACCP Dinner Program Ad**
 - Ad material – done & provided
 - **Clark College at Columbia Tech Center**
 - VBJ spring ad placements – done
 - Building banner – in development
 - Brochure – copy in development
 - FITJAM08 tie-in – in process
 - Local community/business CTC presentation team – in process
 - **Tutoring & Writing Center**
 - Green presentation – in process
 - **Welcome Day (Friday, Sept. 19)**
 - Marketing materials – in process
- ♦ **Improve the look and function of the Web site. Provide templates for specific Web areas (Archer Gallery, International Programs etc.).**

Progress to date:

Webmaster Chris Concannon and Web Assistant Tahnya Huneidi continue to enhance the college's Internet site. As they continue to rebuild Web areas for Instructional units, their additional projects include the English department (now complete), Medical Radiography (in progress), fitness training (content is being submitted), I-BEST (area developed). Pages for the "Road Less Graveled" event were completed. They included an entry form, data base and administrative page for viewing. Entries from the database were exported to an Excel spreadsheet and sent to Sue Kusch, the administrator for the event. An Intranet page was also built to display student success reports to support the work done by the college's retention committee. Additional pages were developed in support of the college's triathlon event and the art student annual exhibit at the Archer Gallery. An online area for mental health (counseling) was completely updated (content, contact information, header and images) and an online mental health screening area was developed. Our Web specialists also built an admissions orientation calendar registration application, which allows prospective students to browse through a calendar for a day and time on which they would like to register for an orientation session. Student data is stored in a database allowing admissions to retrieve and archive pertinent information. The employee directory has been incorporated into the Clark College Web look. An online registration form with a calendar for Running Start students to register for COMPASS testing is in place. A full application for faculty, deans and instruction has been created to preview and suggest changes of class listings

for upcoming schedules. A question and answer area was rebuilt for diesel technology. A new Intranet site was built for Central Receiving and the Intranet area for Planning and Advancement was rebuilt. Web assistant Tahnya Huneidi conducted another training session on Contribute software, which allows users to update information on Web pages. These sessions familiarize departmental users with the software and the standards in place for the Web site. Webmaster Chris Concannon attended a training session on Microsoft SharePoint training and is training the Web Assistant on its use. This software will likely be widely used at the college in the future to share information through the Intranet.

Respect for Differences

- ♦ **Planning and creation of historic and promotional materials (e.g. commemorative booklet and video) for the college's 75th anniversary.**

Progress to date:

Text has been finalized for the commemorative book for the 75th anniversary. Historic photos are now being selected and new photos are being taken. Paper selection is also underway. Production of the commemorative video will intensify in late June.

Workforce Development

- ♦ **Improve Corporate Education branding initiatives, integrating Web site solutions to increase the volume of business, schedule quarterly mailings, and track bookings.**

Progress to date:

Designers Pat McDonald and Wei Zhuang are working with Corporate Education to establish a fresh design for their 2008-2009 schedules (fall, winter, spring and summer).

Additional Highlights for Communications & Marketing

- ♦ Ongoing photography support including: WAVE scholarship recipients, Phoenix unveiling, Art Student Annual opening, Gail Liberman (Anna Sue McNeill award), Community Health Fair, Seabury Blair (author visit), Faculty Excellence Award winners, Advisory Recognition Breakfast, OSWALD awards, Health & Physical Education classes, Ann Hansen (retirement), "Get Caught Reading" (Bookstore).
- ♦ Communications Specialist Erica Schwenneker has been named to the college's 2008-2009 Leadership Academy Cohort.
- ♦ We are delighted to welcome Executive Assistant Kathy Murphy, who brings executive-level administrative and support skills from organizations as diverse as the Portland Oregon Visitors Association (POVA) and Great Northern Asset Management. She succeeds Marta Dragomir and interim Executive Assistant Hang Tran, both of whom have made outstanding contributions to our department and college. We know that Kathy Murphy will do the same.

Barbara Kerr
Executive Director of Communications and Marketing
June 6, 2008

Foundation Report to the Board of Trustees June 2008

The following progress has been made in support of the mission imperatives and goals of Clark College.

Broad-based Partnerships

- ◆ **Increase number of donors and consistency of giving by 15%**

Progress to date: More than 120 donors and guests attended an elegant evening of Savoring Excellence honoring donors who have either a charitable gift plan in place, contribute \$1,000+ annually, or have lifetime giving of \$25,000+. Also recognized were recipients of this year's Presidential Excellence Awards—Hidden Charitable Trust (Monte and Bill Hidden) and Legacy Health System. Guests enjoyed a very informative and entertaining look back at Clark College's history, narrated by Barbara Kerr, and a program featuring several Clark departments including Art, Music, Radiography, Theatre, and Culinary Arts.

- ◆ **Strengthen relationships between Clark College and the Foundation**

Progress to date: The Foundation is reviewing a revised copy of the College/Foundation operating agreement drafted by Michael Shinn, Washington Assistant Attorney General, and the College Trustees. Discussions regarding revisions are underway.

The Foundation Board of Directors and College Board of Trustees will meet with Dr. Len O'Hara of the Clements Group on June 18 to continue work on convergence of the College's and Foundation's strategic and development planning processes.

The 100% Club Employee Campaign Taskforce, formed at the request of President Knight, began reviewing current strategies through which the Foundation engages in all fundraising activities with Clark employees. Based on results of their review, this group will make recommendations on how to best engage the faculty and staff in annual support of student success and program excellence at Clark College.

Management Excellence

- ◆ **Finalize restructure of the Foundation to be an effective fundraising organization**

Progress to date: A revised draft of the Foundation Board policy manual is under review by the Foundation management team.

- ◆ **Become an effective fundraising staff**

Progress to date: Following a Stephen Covey seminar, attended by four staff members last month, the entire Foundation staff is reading and participating in a review of the book *The Speed of Trust* at weekly staff meetings through October.

♦ **Complete planning process**

Progress to date: Foundation staff presented a draft of the 2008-2009 budget to the Executive Committee for review prior to presentation at the June Foundation Board of Directors meeting.

In a continuing effort to align the College and Foundation budget processes, a Foundation Funds Allocation taskforce was formed to review the Andersen endowment allocation process and how it best supports the vision of the long-range plans for vocational programming at Clark College.

Additional Highlights

Lisa Gibert assisted Carrie Weikel-Delaplane, Director of Student Life & Multicultural Student Affairs, in conducting a tour for representatives of Centralia Community College's Student Affairs and Foundation, who were interested in Clark's student union facility and bookstore. Similar to Clark's recent experience at Cumberland Community College in New Jersey, we embraced this opportunity to network with other colleges with respect to trends in facilities, activities, and programs.

Lisa Gibert
President
June 6, 2008

MINUTES OF THE BUSINESS MEETING OF THE BOARD OF TRUSTEES
Clark College, District No. 14
May 19, 2008
Penguin Student Union Building Room 258 B & C

Trustees Present: Mmes. Rhona Sen Hoss, Addison Jacobs, and Sherry Parker; Messrs. Kim Peery and John White.

Administrators: Robert Knight, President; Dr. Rassoul Dastmozd, Vice President of Instruction; Dr. Rachel Ruiz, Vice President of Student Affairs; Ms. Candy Bennett, Executive Dean of Planning and Advancement; Ms. Leann Johnson, Director of Equity and Diversity; Ms. Katrina Golder, Associate Vice President of Human Resources; Ms. Barbara Kerr, Executive Director of Communications & Marketing; Mr. Todd Oldham, Executive Director of Corporate & Continuing Education; Mr. Phil Sheehan, Interim Vice President of Administrative Services.

Faculty: Dr. Marcia Roi; Ms. Gail Liberman.

Others: Ms. Lisa Gibert, Foundation President; Ms. Bonnie Terada, Assistant Attorney General; Mr. Pat Mehigan, ASCC President; Mr. William Spears.

Absent:

I. CALL TO ORDER

Chair, Rhona Sen Hoss, called the meeting to order at 5:10 p.m.

II. BUSINESS MEETING

A. Review of the Agenda

The agenda was accepted as presented.

B. Statements from the Audience

There were no statements from the audience.

C. Statements and Reports from Board Members

Trustee Parker shared highlights of the Spring TACTC conference held last week in Tacoma. The theme of the conference was "Recruitment, Retention and Renewal".

Among the various activities taking place during the conference, new officers were elected and outstanding service awards were given out. She said a wealth of information and new ideas were provided to the trustee attendees and she will compile the information and forward on to the other trustees. Trustee Parker also attended the Incoming Board Chair Workshop which was held to assist new board chairs as they assume office.

D. President's Report

President Knight congratulated the entire dental hygiene class for passing their board exams. This is the 38th year in a row that 100% of the class members have passed their boards. Clark is the only college in the United States to have a dental hygiene program with this record of achievement.

The 2008 Phoenix publication opening and Art Student Annual Exhibition took place on May 13.

President Knight continues to have monthly breakfasts with faculty members. He talks with the members about college activities and updates them on topics of interest. They are free to discuss any topic they would like with him or ask any question on their mind. He greatly enjoys these events and said they are a lot of fun for him and believes the faculty members also enjoy them as well.

Dr. Ruiz introduced William Spears, who gave this month's Student Success Presentation. Mr. Spears recounted his story of how he came to the college and his hopes and plans for the future in the field of writing.

E. Association Reports

1. AHE – Dr. Marcia Roi

Dr. Roi noted that the union is currently in the midst of bargaining and looks forward to a successful IBB process that meets the needs of all parties involved. She is scheduled to attend the WEA Representative Assembly in Spokane and the Vancouver Labor Roundtable. Senator Fisher is forming an AHE-political action committee whose mission will be to establish and maintain relationships and dialogue with legislators on union issues and concerns.

2. ASCC – Mr. Pat Mehigan

Mr. Mehigan announced that ASCC officer elections were held and he was re-elected president. He will bring all new officers to the August board meeting to meet the trustees. There are four more student events this week and he invited the trustees to attend as they are able.

3. WPEA

There was no WPEA report this month.

F. College Reports

1. Instruction – Dr. Rassoul Dastmozd

Dr. Dastmozd had no additions to his written report. Trustee Jacobs congratulated him on his appointments to a National Visiting Evaluation Team (as part of a National Science Foundation grant) and also as an AACC MentorLinks mentor for the third consecutive year.

Dr. Dastmozd introduced Gail Liberman, Teaching & Learning Center Coordinator and winner of the Anna Sue McNeill Teaching, Learning & Assessment Award from the State Board on Community & Technical Colleges. She is the second Clarker to receive this award. Ms. Liberman shared with the group how the Teaching & Learning Center is helping Clark move towards becoming a learning college. The TLC has become instrumental in helping support new faculty and Mr. Knight told the group that he hears about the TLC in his meetings with the faculty. They are very excited to have this resource and he acknowledged Ms. Liberman for her efforts in bringing the TLC so far in just 18 months.

2. Administrative Services – Mr. Phil Sheehan

Mr. Sheehan was pleased to report that the college received its final allocation from the state for the 2008-2009 academic year and was able to firm up next year's budget earlier than anticipated. The executive cabinet recently prioritized the institution's goals for next year. With the allocation set, the executive cabinet decided that a certain percentage of these funds will be distributed to each unit for their discretionary use. The remaining monies will be used to distribute against the ranked list of priorities.

He discussed the Foundation Funds Allocation Committee List which is on the consent agenda for approval today. The executive cabinet has endorsed the list and recommends its approval. Chair Sen Hoss thanked the Foundation Funds Allocation Committee for their efforts. Mr. Sheehan also announced the formation of a Foundation Fund Allocation Task Force which will be coming together shortly to review and assess the current allocation process.

Mr. Sheehan reviewed Resolution Number 134, which is the college's recommendation to the Columbia River Crossing Task Force (CRC). The recommendation to the Task Force is also on today's consent agenda. The resolution endorses Alternative 3, Replacement Crossing with Light Rail, which is identified and explained in the CRC Environmental Impact Statement.

3. Student Affairs – Dr. Rachel Ruiz

Dr. Ruiz reported how pleased she is that enrollment continues to run above targeted levels.

The Service Learning program sponsored a Community Health Fair last week in the Student Center with a focus on wellness and health. The event was very well attended and well received; a large number of students were involved in its planning and in the activities that took place. The Service Learning program also sponsored a Career Clothing Closet event where over 380 students received clothing for job interviews. The clothing was donated by staff, faculty and community members. Clothing that had not been chosen by the end of the event was taken to Town Plaza Center where another Career Clothing Closet event was planned. Dr. Ruiz acknowledged Jody Shulank, the Service Learning Program Manager, for her oversight of the program and for hosting such successful events.

Trustee Jacobs asked about the Opportunity Grant allocation for 2008-2009 and if it is possible to apply for additional funds. Dr. Ruiz will research the criteria for the grants to see how additional funds might be obtained since enrollment is growing.

There will be a presentation at the June board work session to review the entire financial aid/work study package and how they interact with each other.

4. Human Resources – Ms. Katrina Golder

Faculty positions continue to be filled and the process is ahead of schedule. Interest-based bargaining continues and there is much work to be done in a fairly short time frame. The larger group of negotiators has split into sub-groups in order to expedite some of the work. This process appears to be working well and has helped build a sense of teamwork amongst the participants.

5. Planning and Advancement – Ms. Candy Bennett

Ms. Bennett distributed the Annual Operational & Strategic Plan Year Five and prioritized goals to the trustees. The budget process went smoothly this year and, with the short legislative session, the cabinet completed its work ahead of schedule since funding allocations were made early.

Ms. Bennett was pleased to announce that a new Director of Grants Development, Shelly Das, started with the college today. The college continues to benefit from grants submitted by former grant director, Kitty Brokaw as two new grants have recently been received that were submitted under her guidance. These grants are from the AACC and the National Science Foundation. The AACC grant was for \$70,000 and the NSF grant was for \$134,000. The NSF grant is especially exciting since the college has not been awarded an NSF grant in many years.

She also discussed the preliminary draft of the college climate PACE survey. A total of 291 employee responses were received out of a total of 930. Overall, the results indicate a healthy campus climate and each indicator in the survey showed improvement. The full report will be presented at the June board meeting.

Trustee Jacobs acknowledged and thanked Ms. Bennett for the remarkable work she has done for the college over the past 20 years.

6. Corporate & Continuing Education – Mr. Todd Oldham

Mr. Oldham announced that CCE received a \$190,000 JSP grant that had been submitted last month. Another grant request has been submitted for \$83,000 for Manufacturing 21 Consortium Six Sigma training and he is awaiting outcomes of that submission.

Trustee White thanked Mr. Oldham for sending along the concept paper that he requested at the April meeting.

7. Communications & Marketing – Ms. Barbara Kerr

Ms. Kerr has included a weblink in the Communications & Marketing report that contains recent information on the feasibility of implementing catalog management software. When demonstration of such software is available, a presentation will be made to the trustees.

In a recent news release, Ms. Kerr highlighted a Clark student who was a finalist in online film competitions across the country. The student won an MTV award and will be flown to Los Angeles within the next couple of weeks to receive his award!

8. Clark College Foundation – Ms. Lisa Gibert

Ms. Gibert did not have additions to her report and entertained questions from the trustees.

Mr. Serjoie presented an overview of the 75th Anniversary Committee's work. He highlighted the events that are being planned throughout the first 75 hours of the jubilee year that begins on October 1 as well as some of the events that are planned throughout the full year. The budget for the events will be provided solely by private corporate and individual donations.

III. CONSENT AGENDA

A. First Reading

- ◆ Columbia River Crossing Recommendation Resolution #134
- ◆ Presidential Evaluation process
- ◆ Foundation Funds Allocation Recommendation

The presidential evaluation process was removed from the consent agenda as it was not necessary for it to be approved.

President Knight read Resolution #134 into the public record as follows:

RESOLUTION NO. 134

A RESOLUTION of the Board of Trustees of Clark College, Community College District 14, State of Washington, providing direction to the Columbia River Crossing Project on the development of a locally preferred alternative.

WHEREAS the Columbia River Crossing project seeks to address problems on the Interstate 5 corridor between State Route 500 in Vancouver, Washington, and Columbia Boulevard in Portland, Oregon, including: growing travel demand and congestion; impaired freight movement; limited public transportation operation, connectivity, and reliability; safety and vulnerability to incidents; substandard bicycle and pedestrian facilities; and seismic vulnerabilities; and

WHEREAS the Columbia River Crossing project is committed to implementing the principles of sustainability into project planning, design, and construction in order to improve the natural environment and the regional economy whenever possible; and to minimize effects related to climate change; and

WHEREAS the Columbia River Crossing Task Force has identified five alternatives to address problems in the Columbia River Crossing corridor;

BE IT HEREBY RESOLVED that the Board of Trustees of Clark College, Vancouver, Washington, recommends the following alternative identified in the Columbia River Crossing draft environmental impact statement:

Alternative 3, Replacement Crossing with Light Rail

ADOPTED by the Board of Trustees of Clark College at its regular meeting held May 19, 2008.

SIGNED AND APPROVED by the Chair of the Board and the President of Clark College this 19th day of May 2008.

CLARK COLLEGE
COMMUNITY COLLEGE DISTRICT 14

By:

Rhona Sen Hoss
Chair, Board of Trustees

ATTEST:

ROBERT K. KNIGHT
President, Clark College
Secretary, Board of Trustees

PS170
5/19/08

This resolution advises the trustees' choice as to how the college will vote at the June 24 CRC Task Force meeting.

Trustee Peery moved that the Columbia River Crossing Recommendation Resolution #134 and the Foundation Funds Allocation Recommendation be moved to the Consent Agenda. Trustee Jacobs seconded the motion.

B. Consent Agenda

- ♦ Columbia River Crossing Recommendation Resolution #134
- ♦ Foundation Funds Allocation Recommendation
- ♦ Minutes from the April 28 meeting.

The trustees discussed the significant concerns the college has with the light rail terminus at Clark College. They reiterated their support for the project and also want these concerns to be included in a response to the Environmental Impact Statement, and want to have several opportunities to voice these concerns to the CRC Task Force. The college will be proactive in determining the circumstances that a station will be accepted at the college.

Mr. Knight will send a letter to the CRC Task Force outlining the college's concerns with the terminus as well as provide a written response to the Environmental Impact Statement. He will be proactive in arranging community discussions about the college's concerns.

Trustee Peery moved that the Consent Agenda be approved. Trustee Jacobs seconded the motion and the Consent Agenda was approved.

IV. FUTURE AGENDA ITEMS

WORK SESSION

Work Study/Financial Aid Presentation (June)
Instructional Plan (June)
Larch Tour & Graduation (June 20)
Executive Sessions (July and August)

BOARD

Board Appointments Committee (June)
Celebration of Candy Bennett (June)
Gaiser Hall Tour (August)

V. DATE AND PLACE OF FUTURE MEETINGS

♦ *The next regularly scheduled meeting of the Board of Trustees is currently scheduled for 5:00 p.m. Monday, June 16, 2008 in the Community Room in Gaiser Hall.*

VI. ADJOURNMENT

There being no further business, Chair Sen Hoss adjourned the regular meeting at 6:30 p.m.

Rhona Sen Hoss, Chair
Clark College Board of Trustees

Respectfully submitted,

Leigh Kent, Recorder
May 7, 2008



MEMORANDUM

To: Robert Knight, President

From: Philip Sheehan, Interim Vice President of Administrative Services

Date/Ref: June 11, 2008/PS181

Subject: 2008-2009 Budget

Background:

In October, we invited members of the Clark College Community to take part in the goal and budget development process for the second year in a row. Specifically, we asked for members of the community to "consider the needs of your department, program, or area and submit a goal and/or budget request that supports our Mission Imperatives, strategic priorities, and most of all, student success." Goals and budget requests were submitted to the instructional deans or supervisors, reviewed and prioritized for inclusion in the unit's submittal, and ultimately presented to the Executive Cabinet for consideration.

The Executive Cabinet met in April to share and review goals and again in May to prioritize and make funding decisions. The decisions were shared with the Board of Trustees on May 19 and with the College community on May 20, 2008. The attached budget documents reflect these decisions.

In addition to the process of developing goals and related budget requests:

- The 2007-2008 base budget has been reviewed and adjusted for College mandated increases.
- Costs of changes mandated by the State have been calculated and funded in the 2008-09 budget.

Recommendation:

I recommend approval of the College's 2008-09 operating budget per the attached documents:

- Page 1.** State Allocation & projected Revenue: total budget of \$106,229,391 for all funds.
- Page 2.** FTES (For Budget Purposes) illustrates the Student FTES supported by the proposed budget.
- Page 3.** Funding from FTES illustrates the revenue associated with each of the FTE components.
- Page 4.** 2008-09 Budget by Area of Responsibility illustrates the permanent allocation of resources among the divisions of the College.

Attachments

**CLARK COLLEGE
2008-09 BUDGET
STATE ALLOCATION & PROJECTED REVENUE**

| | Funded FTE's | 2007-2008 Base Budget | Funded FTE's | 2008-2009 Base Budget |
|-------------------------------|-----------------|-----------------------------|-----------------|-----------------------------|
| STATE ALLOCATION | | | | |
| General Fund | 6,250 | 27,365,057 | 6,402 | 28,869,830 |
| ABE Enrollments | 19 | 114,950 | 37 | 223,850 |
| Apprenticeship | 9 | 37,350 | 9 | 37,350 |
| University Contracts | 15 | 94,500 | 15 | 94,500 |
| Growth | 152 | 744,800 | 134 | 656,600 |
| I-Best | 8 | 78,000 | 16 | 156,000 |
| High Demand | 81 | 714,021 | 98 | 862,771 |
| Workforce High Demand | - | - | 24 | 210,000 |
| Early Ed, Math & Science | - | - | 8 | 44,400 |
| Workforce Training | 186 | 881,469 | 194 | 918,357 |
| | 6,720 | 30,030,147 | 6,937 | 32,073,658 |
| TUITION & OTHER | | | | |
| Tuition | | 12,350,374 * | | 13,202,939 |
| Excess Enrollment | 30 | 99,960 | 91 | 309,309 |
| Enterprise Interest | | 100,000 | | 100,000 |
| Interest (101/149) | | 80,000 | | 80,000 |
| Running Start (145) | 762 | 2,865,163 * | 750 | 2,876,250 |
| International Education (149) | 62 | 544,050 * | | - |
| | 854 | 16,039,547 | 841 | 16,568,498 |
| DEDICATED FUNDS | | | | |
| Matriculation Fee | | 278,000 | | 287,000 |
| Continuing Education Fees | | 1,190,048 | | 594,448 |
| Resale Charges | | 586,430 | | 535,000 |
| Class Fees | | 476,700 | | 476,700 |
| Tech Fee | | 580,000 | | 580,000 |
| GED Testing Fees | | 42,000 | | 48,000 |
| Career Center Fees | | 6,000 | | 5,000 |
| Health Services Fees | | 32,000 | | 32,000 |
| Health Occupation Admissions | | 49,000 | | 40,000 |
| Tech Prep | | 8,000 | | 5,000 |
| | | 3,248,178 | | 2,603,148 |
| Subtotal (Operating) | | 49,317,872 | | 51,245,304 |
| ENTERPRISE ACCOUNTS | | | | |
| Grant & Contracts | | 4,539,868 | | 5,003,131 |
| Internal Support Services | | 1,314,011 | | 1,336,874 |
| ASCC & Clubs | | 1,450,774 | | 1,752,958 |
| Bookstore | | 4,705,000 | | 5,002,211 |
| Parking | | 255,234 | | 251,558 |
| Auxiliary Enterprises | | 1,369,963 | | 1,664,292 |
| Student Financial Aid | | 16,888,782 | | 18,963,083 |
| Capital Projects | | 20,776,999 | | 21,009,980 |
| Subtotal | | 51,300,631 | | 54,984,087 |
| TOTAL COLLEGE BUDGET | | 100,618,503 | | 106,229,391 |

* Adjusted Base

s.sand
6/10/2008

Clark College
2008-2009 BUDGET
FTES (For Budget Purposes)

| | FTES | | | |
|-----------------------------------|--------------|--------------|-------------|--------------|
| | 2007-08 | 2008-09 | Change | % Change |
| State Allocation | | | | |
| State Basic | 6,250 | 6,402 | 152 | 2.4% |
| ABE Enrollments | 19 | 37 | 18 | 94.7% |
| Apprenticeship | 9 | 9 | - | 0.0% |
| University Contracts | 15 | 15 | - | 0.0% |
| Growth | 152 | 134 | (18) | -11.8% |
| I-Best | 8 | 16 | 8 | 100.0% |
| High Demand | 81 | 98 | 17 | 21.0% |
| Workforce High Demand | - | 24 | 24 | n/a |
| Early Ed, Math & Science | - | 8 | 8 | n/a |
| Worker Retraining | 186 | 194 | 8 | 4.3% |
| State Allocation Sub-total | 6,720 | 6,937 | 217 | 3.2% |
| Excess | | | | |
| Excess Enrollment - Base | 30 | 91 | 61 | 203.3% |
| Total Budgeted FTES | 6,750 | 7,028 | 278 | 4.1% |
| Other | | | | |
| International Programs | 62 | - | (62) | -100.0% |
| Running Start | 762 | 750 | (12) | -1.6% |
| Total Contractual Programs | 824 | 750 | (74) | -9.0% |
| Total FTES | 7,574 | 7,778 | 204 | 2.7% |

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Clark College
2008-2009 BUDGET
Funding from FTES

| | Funding | | | |
|-----------------------------------|-------------------|-------------------|------------------|---------------|
| | 2007-08 | 2008-09 | Change | % Change |
| State Allocation | | | | |
| State Basic | 27,365,057 | 28,869,830 | 1,504,773 | 5.5% |
| ABE Enrollments | 114,950 | 223,850 | 108,900 | 94.7% |
| Apprenticeship | 37,350 | 37,350 | - | 0.0% |
| University Contracts | 94,500 | 94,500 | - | 0.0% |
| Growth | 744,800 | 656,600 | (88,200) | -11.8% |
| I-Best | 78,000 | 156,000 | 78,000 | 100.0% |
| High Demand | 714,021 | 862,771 | 148,750 | 20.8% |
| Workforce High Demand | - | 210,000 | 210,000 | n/a |
| Early Ed, Math & Science | - | 44,400 | 44,400 | n/a |
| Worker Retraining | 881,469 | 918,357 | 36,888 | 4.2% |
| State Allocation Sub-total | 30,030,147 | 32,073,658 | 2,043,511 | 6.8% |
| Tuition & Excess | | | | |
| Tuition From State FTE's | 12,350,374 | 13,202,939 | 852,565 | 6.9% |
| Excess Enrollment - Base | 99,960 | 309,309 | 209,349 | 209.4% |
| Total Budgeted FTES | 42,480,481 | 45,585,906 | 3,105,425 | 7.3% |
| Contractual Programs | | | | |
| International Programs | 544,050 | - | (544,050) | -100.0% |
| Running Start | 2,865,163 | 2,876,250 | 11,087 | 0.4% |
| Total Contractual Programs | 3,409,213 | 2,876,250 | (532,963) | -15.6% |
| Total FTES | 45,889,694 | 48,462,156 | 2,572,462 | 5.6% |

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Clark College
2008-2009 Budget
By Area of Responsibility

| | 2007-08 Operating Base* | 2008-09 Operating Base w/ Adj | Change | % Change | FTE Generating Funds | | | 2008-09 Total By Area |
|--|-------------------------------|-------------------------------------|------------------|-------------|------------------------------|------------------|----------------------------|-----------------------------|
| | | | | | 2008-09 Operating Base | Running Start | Total FTE Generating | |
| President | | | | | | | | |
| Operating | 618,114 | 661,236 | 43,122 | 6.5% | 661,236 | - | 661,236 | 661,236 |
| Vice President of Administrative Services | | | | | | | | |
| Operating | 8,665,240 | 9,011,152 | 345,912 | 3.8% | 9,011,152 | 172,953 | 9,184,105 | 1,336,874 |
| Internal Support Services | | | | | | | | 5,002,211 |
| Bookstore | | | | | | | | 251,558 |
| Parking | | | | | | | | 1,664,292 |
| Auxiliary Services | | | | | | | | 21,009,980 |
| Capital Projects | | | | | | | | 38,449,020 |
| Vice President of Instruction | | | | | | | | |
| Operating | 27,330,201 | 29,051,598 | 1,721,397 | 5.9% | 29,051,598 | 2,193,339 | 31,244,937 | 31,244,937 |
| Vice President of Student Affairs | | | | | | | | |
| Operating | 5,648,033 | 5,799,387 | 151,354 | 2.6% | 5,799,387 | 507,143 | 6,306,530 | 1,752,958 |
| ASCC | | | | | | | | 18,963,083 |
| Financial Aid | | | | | | | | |
| Executive Dean of Planning and Advancement | | | | | | | | |
| Operating | 474,017 | 481,061 | 7,044 | 1.5% | 481,061 | - | 481,061 | 481,061 |
| Executive Director of Corporate & Continuing Ed | | | | | | | | |
| Operating | 1,416,072 | 829,925 | (586,147) | -70.6% | 829,925 | - | 829,925 | 1,902,141 |
| Grants & Contracts | | | | | | | | 1,072,216 |
| Executive Director of Communications | | | | | | | | |
| Operating | 1,186,456 | 1,263,175 | 76,719 | 6.1% | 1,263,175 | - | 1,263,175 | 1,263,175 |
| Associate Vice President of Human Resources | | | | | | | | |
| Operating | 1,114,576 | 1,142,672 | 28,096 | 2.5% | 1,142,672 | - | 1,142,672 | 1,142,672 |
| Other | | | | | | | | |
| Admin/Exempt COLA | - | 95,796 | 95,796 | 100.0% | 95,796 | 2,815 | 98,611 | |
| Holding | | 33,052 | | | 33,052 | - | 33,052 | |
| Grants & Contracts | | | | | | | | 3,930,915 |
| Total | 46,452,709 | 48,369,054 | 1,883,293 | | 48,369,054 | 2,876,250 | 51,245,304 | 54,984,087 |
| | | | | | | | | 106,229,391 |

*Ending

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6/10/2008



Progress Update: June 10, 2008

- Each standard committee completed a second draft standard report at the end of Winter quarter.
- All reports were made available in rough draft form on the intranet for campus review and comment; comment period is past but drafts remain online and will be replaced by final versions as editing is completed. Response has been fairly muted but we did garner a few comments.
- Report editing is taking place in phases. Rita Carey provided editing services for the first and second drafts. Currently Tim Cook, Charlene Montierth, and Candy Bennett are completing final edits in response to campus comments, particularly from Cabinet members. This work is being done in consultation with standard committee co-chairs when necessary.
- We have contracted with Aha!, a local writing firm, to perform a final edit and layout and check for consistency both in content and voice across the standards.
- Document layout will take place in July and the document will go to print by the end of the month.
- Other summer/early fall work for Tim and Charlene, along with Cindy Heck:
 - prepare exhibits
 - make travel and lodging arrangements for Oct visit
 - set up exhibit and work room
 - schedule appointments for accreditors
 - host accreditors during their time on campus
 - clean up when its all over!
 - Celebrate!

**Clark College Strategic Plan
2009-2014
June 2008**

New: Vision

Clark College will engage and empower all learners to define and achieve individual success, thus enriching the social, cultural, and economic vitality of our region and the global community.

Old: Vision

Clark College, a respected leader in Southwest Washington, will be nationally recognized for our commitment to student success and excellence in teaching, empowering learners to enrich the social, cultural, and economic vitality of our region and the global community.

New: Mission

Clark College, a comprehensive, learning-centered institution, provides opportunities for diverse learners to achieve their educational and employment training goals.

Old: Mission

Clark College provides opportunities for individuals from diverse back-grounds to pursue their educational goals. The College offers accessible, comprehensive education; provides services to support student success; and fosters community partnerships that enhance student learning. The College focuses on professional/ technical training, academic transfer, pre-college and basic skills, personal development, and cultural enrichment.

College-wide Abilities

Clark College has identified six college-wide abilities that help students apply what they learn. The core abilities are taught across the curriculum. Students, faculty, and staff continually practice and improve their skills in the six areas. The abilities include:

| | |
|---|--|
| Communication | The ability to understand and deliver written, spoken, and visual communications clearly and accurately. |
| Critical Thinking/ Problem Solving | The ability to formulate, evaluate, and synthesize facts, data, ideas, assumptions, values, and points of view. |
| Effective Citizenship | The ability to identify community issues; evaluate and respect various opinions and values; and articulate one's own perspective. |
| Global/Multicultural Perspectives | The ability to identify, analyze, and demonstrate how culture shapes world perceptions, values, and behaviors. |
| Information/ Technology | The ability to identify resources; retrieve and manage data; interpret, evaluate, and use information; and adapt to changing technologies. |
| Life-long Learning | The ability to set and revise goals, access resources, and assume responsibility for one's own learning. |

Strategic Directions [10 year goals] replacing Mission Imperatives)**1. New: “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 a high-quality, innovative education and services that foster student success in achievement of their stated goals. Members of all employee groups will be provided with opportunities for professional development.

Old: “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 a high-quality, innovative education and services that foster student success in achievement of their stated goals. Members of all employee groups will be provided with opportunities for professional development.

2. New: “Expand Access to Education”

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 easily accessible and resources that help make their education affordable.

Old: “Access to Education”

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 easily accessible and resources that help make their education affordable.

3. New: “Foster a Diverse College Community”

The College will provide programs and services that attract and support diverse populations. The College will demonstrate a respect for differences and an appreciation of multiple perspectives.

Old: “Respect for Differences”

The College will demonstrate a respect for differences and an appreciation of multiple perspectives. The campus environment will be governed by open communication and shared decision making and programs and services that support the needs of diverse populations.

4. New: “Respond to Employee and Employer Needs”

The College will provide educational services that facilitate gainful and meaningful employment and meet the needs of employers for a highly qualified workforce.

Old: “Workforce Development”

The College will provide educational services that facilitate gainful and meaningful employment for students seeking training, retraining or continuing education. College programs and services will meet the economic needs of the community.

5. New: “Enhance College Systems”

The College will continually evaluate, integrate, and improve its systems and processes to facilitate learning.

Old: “Management Excellence”

The College will make strategic decisions in the distribution of limited resources and implement processes that enhance quality, demonstrate effectiveness, and ensure public accountability. The College will provide high-quality facilities and equipment, a health technology infrastructure and well-designed support services.

“Broad-based Partnerships” has been woven into the first 5 Strategic Directions.

Old: “Broad-based Partnerships”

The College will establish and maintain internal and external partnerships that support student learning, shared community resources, increased educational opportunities and shared governance. Partnerships will be fostered externally with education, business and industry and other community groups, and internally as cross-collaborations among students, faculty, disciplines and organizational units.

PACE
(Personal Assessment of the College Environment)
Highlights for Board
June 11, 2008

Survey purpose: to provide insight that will assist in efforts to improve the climate at an institution by:

- obtaining the perceptions of personnel concerning the college climate; and
 - providing data to assist in promoting more open and constructive communication among faculty, staff, and administrators.
- **Participation:** Every employee had opportunity to complete web or paper survey
 - **Response Rate:** 31.3% or 291 of 930 employees completed the 2008 survey

| | Fall 2005 employees | PACE 2006 | Rate | Fall 2006 employees | PACE 2007 | Rate | Fall 2007 employees | PACE 2008 | Rate |
|-------|------------------------|--------------|------|------------------------|--------------|------|------------------------|--------------|------|
| Total | 903 | 203 | 22% | 892 | 182 | 20% | 930 | 291 | 31% |

| | Fall 2007 Population | Surveys Returned | % of Population |
|----------------------|-------------------------|---------------------|--------------------|
| Administrator/Exempt | 55 | 54 | 98.2% |
| Full-time faculty | 179 | 73 | 40.8% |
| Part-time faculty | 391 | 28 | 7.2% |
| Permanent classified | 244 | 103 | 42.2% |
| Hourly classified | 61 | 21 | 34.4% |
| Did not respond | | 12 | |
| Total | 930 | 291 | 31.3% |

Ratings: Respondents rate statements on a 5-point Likert type scale in 4 topic areas:
(1=least satisfied; 5=most satisfied)

- Supervisory Relationships
- Institutional Structure
- Teamwork
- Student Focus

PACE ratings reflect 4 leadership or organizational systems:

- Coercive (1.0-2.0)
- Competitive (2.0-3.0)
- Consultative (3.0-4.0)
- Collaborative (4.0-5.0)

RESULTS

Clark College overall climate rating: 3.62 = mid range of “consultative” management style (slightly higher than the national mean of 3.57). Overall results from the PACE indicate a healthy campus climate.

- Most organizations function at the Competitive or Consultative levels.
- The preponderance of Consultative scores (55 of 56 items) indicate that the institution has a relatively high level of perceived productivity and satisfaction.
- Collaborative style is the system to be sought through planning and organizational learning.

| | 2006-Clark | 2007-Clark | 2008-Clark | Norm |
|---------------------------|------------|------------|------------|------|
| Supervisory Relationships | 3.46 | 3.61 | 3.68 | 3.63 |
| Institutional Structure | 2.48 | 3.27 | 3.33 | 3.23 |
| Teamwork | 3.62 | 3.68 | 3.68 | 3.68 |
| Student Focus | 3.62 | 3.89 | 3.89 | 3.84 |
| Overall | 3.21 | 3.59 | 3.62 | 3.57 |

Added customized section of 10 questions designed specifically for Clark College.

Overall results showed mixed progress over 2007. (41 positive, 2 none, 13 negative)
However, only one question had a statistically significant change **

Areas of greatest improvement:

- The extent to which institutional teams use problem-solving techniques **
- The extent to which the college provides high quality facilities, equipment, and technology infrastructure
- The extent to which positive work expectations are communicated to me
- The extent to which unacceptable behaviors are identified and communicated to me
- The extent to which I receive timely feedback

Areas with least improvement (lower satisfaction than 2007):

- The extent to which non-teaching professional personnel meet the needs of students
- The extent to which faculty meet the needs of students
- The extent to which professional development and training opportunities are available
- The extent to which classified (supporting) personnel meet the needs of students
- The extent to which the institution prepares students for a career

Areas of challenges – need for improvement – lowest means scores:

- The extent to which I have the opportunity for advancement within this institution
- The extent to which this institution is appropriately organized
- The extent to which information is shared within this institution
- The extent to which decisions are made at the appropriate level at this institution
- The extent to which I am able to appropriately influence the direction of this institution

Areas of excellence – top mean scores:

- The extent to which I feel my job is relevant to this institution's mission
- The extent to which this institution prepares students for further learning
- The extent to which my supervisor is open to the ideas, opinions, and beliefs of everyone
- The extent to which students receive an excellent education at this institution
- The extent to which I am given the opportunity to be creative in my work

HIGHLIGHT

- In 2006, 60.6% of the people who took the PACE survey said they would recommend Clark College as a place to work.
- In 2007, that number jumped to 81.9%.
- In 2008, 85.6% indicated they would recommend Clark College as a place to work.

Survey of High School Seniors in Running Start 2008

Executive Summary

In February 2008, 536 high school seniors participating in Running Start (RS) at Clark College completed a survey while enrolling for spring quarter classes. The survey was designed and administered by Linda Calvert, Running Start Manager, and the Office of Planning and Advancement.

Highlights

- 536 of 537 seniors responded to the survey.
- Seniors from more than 20 local high schools are participating in the Running Start program in spring 2008. Ten percent are home-schooled.
- More than one half report a high school GPA of 3.50 or above.
- Nearly one half (47%) of seniors take all of their classes at Clark College, a five percent increase over 2006.
- Approximately 15 percent of seniors report being eligible for free or reduced-price lunches, a five percent decrease from 2006. Growth among this population has not kept pace with growth in the Running Start program as a whole.
- 75 percent of seniors report that free tuition was “very important” in their decision to enroll as a Running Start student.
- The two issues students most frequently cite as causing difficulties are getting classes at the time of day needed (51 percent) and the cost of books (39 percent). 12.5 percent of seniors report experiencing no difficulties.
- 87 percent of seniors rate their preparation for college by their high school as “adequate” or “excellent”.
- 62 percent of seniors report participating in one or more extra curricular activities at their high school.
- 30 percent of seniors report participating in one or more extra-curricular activities at Clark College. Only 13 percent of students report participating in extra-curricular activities at Clark but not at their high school.
- 60 percent of seniors report working while attending Clark College. These students are more likely to have taken eLearning courses than their non-working peers.
- 90 percent of seniors say that if they had a chance to do it all over again, they would enroll in Running Start.
- Overall, 88 percent of students report that they accomplished their goal(s) at Clark College.