



Clark College

Board of Trustees Regular Meeting Packet

Wednesday, February 21, 2024, at 5:00 pm

<https://clark-edu.zoom.us/j/83898984025?pwd=K0d5akwrUDJiSnplZCsrMnZvQlBPUT09>

Meeting ID: 838 9898 4025

Passcode: 432878

Dial in: 1 (253) 215 8782

Physical Location:

Gaiser Hall, Room 213

Board of Trustee Regular Meeting Packet, February 21, at 5:00 pm

- I. Call to Order/Agenda Review – Chair Canseco Juarez
- II. Land and Labor Acknowledgement – Chair Canseco Juarez
- III. Public Comment – Chair Canseco Juarez
Public comments will be limited to two minutes each.
- IV. Action Items/Consent Agenda – Chair Canseco Juarez
 - a. January 24, 2024 – Work Session Meeting Minutes
 - b. January 24, 2024 – Regular Meeting Minutes
- V. Tenure Vote – Chair Canseco Juarez
 - a. Heidi Fay
 - b. Mackenzie Loyet
 - c. Heather Reynolds
- VI. Constituent Reports
 - a. ASCC – Emma Sturm
 - b. WPEA – Jenny Shadley
 - c. AHE – Suzanne Southerland
No report submitted.
 - d. Clark College Foundation – Calen Oullette
No report submitted.
- VII. Surgical Tech Program
Presented by Beth Jochim
- VIII. Reports from Board Members – Chair Canseco Juarez
- IX. President’s Report – Dr. Karin Edwards
- X. Executive Session – Chair Canseco Juarez
An Executive Session may be held for any allowable topic under the Open Public Meetings Act.
- XI. Next Meeting
The next Board of Trustees work session and regular meeting are scheduled for Wednesday, March 13, 2024, starting at 3:30 pm.
- XII. Adjournment – Chair Canseco Juarez

Clark College

Board of Trustees Work Session Minutes

Wednesday, January 24, at 3:00 pm

GHL 213 and Zoom

In Attendance

Cristhian Canseco Juarez, Chair

Jeanne Bennett, Trustee

Marilee Scarbrough, Trustee

Suzanne Donaldson, Trustee

Absent

Denise Gideon, Vice Chair

Administrators

Dr. Karin Edwards, President

Dr. Michele Cruse, Vice President of Student Affairs

Tina Redd, Interim Vice President of Instruction

Sabra Sand, Vice President of Operations

Brad Avakian, Vice President of Human Resources

Sudha Frederick, Vice President of Information Technology

Calen Ouellette, Clark College Foundation CEO

Others

Shelley Williams, Assistant Attorney General

Darci Feider, President's Office

Julie Taylor, President's Office

Brandon Johnson, Information Technology

Alyssa Voyles, ODEI

I. Call to Order/Agenda Review

Chair Canseco Juarez called the work session to order at 3:00 pm.

II. Public Comment

No public comment.

III. Disability Justice 101 PPI Training

Presented by Alyssa Voyles, Director of Employee Equity and Engagement
Office of Diversity, Equity, and Inclusion (ODEI)

IV. Adjournment

Chair Canseco Juarez adjourned the work session at 4:54

Clark College

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Jeanne Bennett, Trustee

Marilee Scarbrough, Trustee

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Absent

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Administrators

Dr. Karin Edwards, President

Dr. Michele Cruse, Vice President of Student Affairs

Tina Redd, Interim Vice President of Instruction

Sabra Sand, Vice President of Operations

Brad Avakian, Vice President of Human Resources

Sudha Frederick, Vice President of Information Technology

Calen Ouellette, Clark College Foundation CEO

Other

Shelley Williams, Assistant Attorney General

Darci Feider, President's Office

Julie Taylor, President's Office

Brandon Johnson, IT

Suzanne Southerland, AHE

Jenny Shadley, WPEA

Emma Sturm, ASCC

Ziyad El Amrani, Phi Theta Kappa President

Cheryl Henderson, Interpreter

Christina Whitehouse-Suggs, Interpreter

Bece Kidder, Captioner

Call to Order/Agenda Review

Chair Canseco Juarez called the regular Board of Trustees meeting to order at 5:00 pm.

Land and Labor Acknowledgment

Clark College Land and Labor Acknowledgment offered by Chair Canseco Juarez. He provided an overview of the PPI training at the work session.

Public Comment

Cath Busha
Beverly Brosius
Sydney Brahmavar

Action Items/Consent Agenda

- a. December 6, 2023 – Work Session Meeting Minutes
- b. December 6, 2023 – Regular Board Meeting Minutes

MOTION: Trustee Scarbrough moved to approve the Consent Agenda. Trustee Bennett seconded the motion. Motion passed unanimously.

Constituent Reports

ASCC

ASCC President Emma Sturm shared the following update:

- ASCC hosted Welcome Week tables strategically stationed in high-traffic areas of campus to disseminate resource details, distribute free snacks, and offer directions to students.
- ASCC conducted welcome presentations in College 101 classes on January 22 and 23.
- ASCC Student Government is actively involved in re-engaging students through various initiatives, including the Student Involvement Fair, encouraging voter participation, Let Your Voice be Heard, Student Club competitions, and other upcoming events.
- ASCC President and ASCC Civics and Sustainability Director are joining President Edwards in Olympia, WA, on January 25 for Legislative Day.

CCAHE

Suzanne Southerland shared the following updates:

- Concerned that Clark College has appealed unemployment benefits for adjunct professors.
- Concerned about the failed search for a Vice President of Instruction.

WPEA

Jenny Shadley shared the following updates:

- Recognized David Sims' retirement.
- Acknowledged the improvement in communications during suspended operations.
- Recruiting for the WPEA stewards.

Clark College Foundation

Calen Ouellette shared the following:

- Acknowledgment of Dr. Cruse and Student Affairs for their collaborative efforts in the areas of financial aid, scholarships, and data sharing.
- Successfully establishing an alumni network through organized events and community engagement, including the Check Out a Pro series in partnership with Career Services and the Library.
- Notable achievements for 2023 fundraising include introducing new broad funds aimed at enhancing accessibility for groups across campus, \$100,000 match by Taco Bell,

increased mailing list by 2700%, 250% increase in giving when compared to the cumulative figures of the last five years.

Phi Theta Kappa (PTK)

Presented by Ziyad El Amrani, PTK President

Ziyad El Amrani, President of Clark College's chapter of Phi Theta Kappa Honor Society, shared the chapter's 2023 achievements. The chapter successfully completed the Honors in Action Project and College Project, emphasizing creativity, play, and community service. Looking ahead, their 2024 College Project focuses on enhancing engagement and accessibility at Clark College, aligning with the college's strategic plan, and promoting a sense of belonging among students. He concluded by expressing gratitude for President Edwards' continued support and advocacy for student success.

II. Reports from the Board Members

Trustee Bennett continues the onboarding of Trustee Donaldson, acknowledging the significant commitment of accepting the trustee role. Bennett testified before state legislators on a proposed bill addressing Vancouver's emergency declaration on homelessness, underscoring the importance of active involvement in conversations and participation in the creation of solutions. Bennett participated in Trustee Tuesday in preparation for the Hill Climb. She encouraged everyone to visit the SBCTC website to review the statewide legislative agenda, sharing key insights and requests.

Trustee Scarbrough reported her participation in the budget committee alongside Trustee Donaldson, delivering positive news on the college's FTEs projection, tenure track positions, and faculty benefits. She also attended Trustee Tuesday to stay informed on current developments.

Trustee Donaldson expressed gratitude to Trustee Bennett for her onboarding efforts and expressed thankfulness to all who have met with her to provide insights into individual departments. She looks forward to taking a campus tour in the spring when the trees are blossoming. Donaldson reported progress on some Senate appointment bills in the ongoing legislative process.

Chair Canseco Juarez acknowledged the board members and expressed gratitude for the team. Canseco Juarez recognized the leadership of Dr. Edwards and supports the work being done. Canseco Juarez participated in Trustee Tuesday and acknowledged the support and partnership of SBCTC in preparing for legislative conversations. Second-year tenure interviews will take place on March 4. The Board received an early tenure request and will interview that candidate on March 4 and will make a decision on the early tenure request after the March board meeting. He concluded with the upcoming event:

- Tuesday, February 6 - Students of Color Luncheon

III. President's Report

Presented by Dr. Karin Edwards

Dr. Edwards shared the following updates since the last regular Board meeting:

- Last week's weather event affected numerous college activities, including those organized by ASCC, the Heather McGee speaking event, and the State of the College Address. The State of the College address has been rescheduled for February 14, and we are working to reschedule Heather McGee.
- Winter quarter enrollment preliminary numbers show over 7900 students, which equates to 5600 FTES, a 10.35% increase over the 2023 winter quarter enrollment. There are 344 students enrolled in the BAS Program, over 1200 students in Transitional Studies, and more than 1600 in career tech programs. CCE has 804 students (duplicate headcount).
- Legislative visit on January 25, with ASCC President Emma Sturm, Suzanne Southerland, and Trustee Bennett. We are advocating as a system for programming, climate, tribal stewardship, and decarbonization. Other bills we are paying close attention to include Bill 2176, which will have an impact on dental hygiene, and bills on tuition and textbook affordability.
- Chairing the President's Council committee.
- The guaranteed admission program with WSU-Vancouver has been officially launched at a joint celebration. The program will remove barriers for students who transfer, which will have a positive economic impact on our students. Thank you to everyone who was involved in the project.
- Presentation by Greg Johnson, Program Administrator for the Interstate Bridge Replacement Program. Mr. Johnson provided valuable insights into various aspects of the program, including the planning, timeline, and focus on equity. Additionally, he shed light on the potential impact on the college and outlined ways in which the college can contribute to the program through initiatives like internships, listening sessions, and gathering commuter feedback.
- Expressed gratitude for the support for herself and the Executive Cabinet. She received the input on communication and is committed to enhancing availability and accessibility to her and the Executive Cabinet.
- A search for the Vice President of Instruction will tentatively begin next month with an outside firm with the intent of having the position filled by the next academic year.
- Acknowledged the report of the unemployment claim situation and committed to investigating and addressing it.

IV. Next Meeting

The next Board of Trustees work session and regular meeting are scheduled for Wednesday, February 21, 2024, starting at 3:30 pm.

V. Adjournment

Chair Canseco Juarez adjourned the regular meeting at 6:15 pm.

**ASCC STUDENT GOVERNMENT
BOARD OF TRUSTEES REPORT**

February 2024

*Presented by:
ASCC President Emma Sturm*

Clark College Students Resources Access

The ASCC Student Government is working to ease students return to campus by providing awareness of college resources such as clubs, programs, workshops, events, leadership opportunities, the DEI office, and the tutoring center. Some ways that ASCC Student Government is working on doing this:

- ASCC created a club schedule board outside of the Student Life Office so that students can easily look up what clubs are currently chartered and their meeting times.
- APB and ASCC successfully handed out 178 Penguin Pantry boxes last month to students.
- ASCC has created informational videos about Clark College resources to post on Instagram. Our last video featured students' top study places around campus and reached over 1,000 people on Instagram. As an additional bonus, the Clark Student Life Instagram page surpassed 1,000 followers these past few weeks.
- This past month ASCC approved the following one-time budget requests:
 - \$60,054 request for the reupholstering of the furniture in the PUB building.
 - \$235 for the Japanese Club to visit the Japanese Gardens in Portland.
 - \$20,834 for the Korean Club to visit Korea Town in New York City this upcoming Spring Break. The Korean Club is going to visit the Metropolitan Museum of Art to see the Lineage of Korean art and the Mokah museum.

Clark College Campus Climate

ASCC Student Government is working to reengage students on campus. Some of the initiatives ASCC have done to achieve this.

- Partnered with Hanna Hall Cafe to host the Let Your Voice Be Heard event for students where they can get free pastries and coffee after filling out a notecard explaining any questions, kudos, or opinions they have about Clark College. We heard feedback from 80 students from the event. Most students had positive remarks about faculty and student

government, but they also voiced concerns over improving the parking lots and providing covered outdoor seating.

- ASCC has sent an email to all the faculty members to inform them to nominate students for our quarterly Waddle Awards. The Waddle Awards is a new and upcoming way to recognize the hard work of students.
- ASCC's Winter Club Competition is underway, and the club coordinator, Alan Dunn, is working closely with clubs to encourage them to become involved. Joining the competition requires that a club be chartered and that they complete their activity forms on time. The winning clubs will be announced at the Spring Involvement Fair.

Clark College State-Wide Initiatives

ASCC Student Government have started to outreach to form different partnerships state-wide. ASCC has been able to accomplish this through:

- Both the Civics Sustainability Director, Tammy Pham, and President, Emma Sturm, joined Dr. Edwards and Trustee Bennett on a trip to Olympia for Legislative Day. In Olympia we had the opportunity to advocate to our state legislators about implementing four-year bachelor computer science programs and increasing environmental curriculum at community colleges.
- Partnered with WSU-V Student Government and the Clark County League of Women's Voters to have a table at the Primary Election event as WSU-V. This event hosted a panel of speakers that spoke about the election process and the importance of voting. Any Clark College students that joined the event were given a \$5 gift card for attending.
- President, Emma Sturm, has been participating in the weekly WACTCSA meetings to stay informed about current issues and topics at other Washington State community colleges.

General Work Updates:

- Prepping for the Oswald Awards next quarter.
- Preparing for an ASCC Trivia Night on Monday, February 26th.

WPEA/UFCW Local 365, Clark College Unit

Board Report for February 2024

MEETINGS

WPEA Steward meeting on Mondays 11:30 AM

COMMUNICATION

Current contact for campus stewards:

Representational Stewards

Angela Dawson	360-992-2515
Becky Lindsay	360-992-2575
Courtney Braddock	360-992-2196
DJ Scates	360-992-2273
Jessica Cerise	
Nora Rofjotur	360-992-2947

Member Leaders

Jenny Shadley	360-992-2051
DJ Scates	360-992-2273
Eli Gonzalez-Roman	360-992-2498
Ryan Johnson	360-992-2075

WPEA Classified Staff Updates:

WPEA is sad to see that the OFM Salary Survey Bill, SB 5694, did not pass make it through the legislative process this year. Even though SB 5694 did not pass, we look forward to the advocacy from Clark College for the Office of Financial Management (OFM) to bargain with WPEA this year in good faith and push for the salary survey to be used when discussing classified staff wages.

Every two years, the state conducts a salary survey that demonstrates just how far behind market rate many state employee salaries are, but it doesn't use the information to inform changes. To ensure an engaged workforce we need to use this information to bring classified staff salaries up to a standard employees deserve. Key findings regarding the survey:

- State salary ranges are more competitive at the bottom of the pay range.
- Overall, the market midpoint compensation increased by 3.8% from 2020 to 2022. We can use this number to measure how well state compensation is keeping pace with the market. The Legislature gave state employees a 3% raise effective July 20, 2020.
- Even though the state improved the midpoint compensation mark by 11.8% in 2020, it is now behind by -19.1%. The largest market segment shift in 2022 is an increase of 14.2% for education or library services. The smallest shift is a 0.8% decrease for arts, entertainment or recreation.
- When we factor in total compensation (this means we included a salary midpoint, health care and retirement benefits), the state lags the market by -16.3% across all market segments.
- We had 76% of the survey participants respond. The survey participants included 26 employers from the in-state public sector and 12 employers from state government. We used 10 published data sources to represent in-state private employers.
- We couldn't report data on 18 benchmark jobs because the participants didn't offer us enough data.

We encourage Clark College management bargaining team members to review the State Salary Survey [website](#) and [results](#) of the survey from 2022 to better advocate for Clark College Classified Staff when bargaining wages for 2025 and beyond.

Clark College - Budget Status Report January 31, 2024

Sources of Funds (Revenues)	2023-24 Budget	Revenues to Date	Difference	% Budget Received
<u>Operating Accounts</u>				
State Allocation	50,439,397	21,044,219	(29,395,178)	41.7%
Tuition & ABE	14,820,410	14,739,017	(81,393)	99.5%
Running Start	11,493,298	6,103,514	(5,389,784)	53.1%
Planned use of prior fund balance	2,717,277	-	(2,717,277)	0.0%
Dedicated, matriculation, tech, cont ed	4,173,059	4,713,542	540,483	113.0%
Total Operating Accounts	83,643,441	46,600,291	(37,043,150)	55.7%
<u>Other Accounts</u>				
Grants	2,909,761	1,277,949	(1,631,812)	43.9%
Contracts	586,893	692,895	106,002	118.1%
Internal Support & Agency Funds	985,485	1,033,145	47,660	104.8%
ASCC	2,076,718	1,599,087	(477,631)	77.0%
Bookstore	2,389,302	1,646,199	(743,103)	68.9%
Parking	324,355	257,451	(66,904)	79.4%
Auxilliary Services	2,291,638	1,800,940	(490,698)	78.6%
Financial Aid	20,180,780	13,290,049	(6,890,731)	65.9%
Total Other Accounts	31,744,932	21,597,715	(10,147,217)	68.0%
Total Sources of Funds	115,388,373	68,198,007	(47,190,366)	59.1%

Uses of Funds (Expenses)	2023-24 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
<u>Operating Accounts</u>				
President	1,028,084	570,236	457,848	55.5%
Vice President of Diversity, Equity & Inclusion	1,166,993	445,120	721,873	38.1%
Vice President of Instruction	53,382,955	27,533,092	25,849,863	51.6%
Vice President of Operations	10,925,470	7,287,479	3,637,991	66.7%
Vice President of Student Affairs	10,079,680	5,661,268	4,418,412	56.2%
Chief Information Officer	5,135,609	2,939,476	2,196,133	57.2%
Vice President of Human Resources and Compliance	1,924,650	1,246,469	678,181	64.8%
Bank/CC Fees	-	95,944	(95,944)	0.0%
Total Operating Accounts	83,643,441	45,779,084	37,864,357	54.7%
<u>Other Accounts</u>				
Grants	2,909,761	1,339,364	1,570,397	46.0%
Contracts less Running Start	586,893	1,428,527	(841,634)	243.4%
Internal Support & Agency Funds	985,485	1,244,037	(258,552)	126.2%
ASCC	2,076,718	1,294,476	782,242	62.3%
Bookstore	2,389,302	2,189,581	199,721	91.6%
Parking	324,355	288,575	35,780	89.0%
Auxilliary Services	2,291,638	1,777,537	514,101	77.6%
Financial Aid	20,180,780	15,669,036	4,511,744	77.6%
Total Other Accounts	31,744,932	25,231,134	6,513,798	79.5%
Total Uses of Funds	115,388,373	71,010,217	44,378,156	61.5%
Difference - Excess (Deficiency)	-	(2,812,211)		

c. Dr. Karin Edwards, Sabra Sand, Vanessa Neal, Nicole Rogers-Marcum, Julie Taylo
e. Michele Cruse, Sudha Frederick, Brad Avakian, Tina Redd, Heather Adams, Darci Feider
Linda Tuve 2/13/24