

**MINUTES OF THE BOARD OF TRUSTEES**  
**Clark College, District No. 14**  
**March 12, 2007**  
**Penguin Student Union Building Rooms 258B & C**

Present: Rhona Sen Hoss, Chair; Addison Jacobs, Vice Chair; Sherry Parker, Kim Peery, John White

Administrators: Bob Knight, Interim President; Dr. Rassoul Dastmozd, Vice President of Instruction; Dr. Rachel Ruiz, Vice President of Student Affairs; Katrina Golder, Associate Vice President of Human Resources; Candy Bennett, Executive Dean of Planning and Advancement; Barbara Kerr, Executive Director of Communications and Marketing; Wonder Baldwin, Executive Assistant to the President; Travis Kibota, Interim Dean of Science, Health & Physical Education; Dr. Sylvia Thornburg, Interim Dean of Instructional Operations; Karen Wynkoop, Director of Business Services; Jennifer Grove, Operations Manager for Administrative Services; Alex Montoya, Interim Dean of Enrollment Services; Ted Broussard, Dean of Student Success and Retention/ Acting Director of Student Life and Multicultural Student Affairs; Joe Renouard, Interim Director of Workforce Education; Tracy Reilly-Kelly, Program Manager for Mature Learning/Travel Studies; Dr. Robin Terjeson, Dean of Math, Physical Sciences and Engineering; Dr. Ray Korpi, Dean of Basic Education, English, Communications and Humanities; David Daugherty, Interim Director of Computing Services; Todd Oldham, Interim Executive Dean of Workforce Development & Continuing Education; Miles Jackson, Interim Dean of Social Science and Fine Arts; Jim Green, Director of Plant Services

Faculty: James Craven, Marcia Roi

Staff: Billie Garner

Students: Amanda Mayoral

Others: Michael Shinn, Assistant Attorney General; Lisa Gibert, Foundation President; Lehman Holder, John Barker, Linell Arbuckle, June Dunn, Vivian Jarosek, Doug Dwyre, Chrystine Huff

**I. CALL TO ORDER:**

The meeting was called to order by Chair Rhona Sen Hoss at 5:07 p.m.

## II. BUSINESS MEETING

### A. Review of the Agenda

Chair Sen Hoss reviewed the agenda and stated there are no adjustments to the agenda. She announced that the Board of Trustees will hold an executive session after the Board meeting to discuss personnel and property acquisition issues. She asked that those making statements from the audience provide their name and association. She also noted that comments will not be recorded verbatim in the minutes; the recorder will note only their name and association. Chair Sen Hoss requested the audience keep their statements to two minutes in order to provide adequate time for everyone to speak.

### B. Statements from the Audience

There were no statements from the audience.

### C. Statements and Reports from the Board Members

The Stout Hall Tour will be held on Monday, May 21 from 4:00 - 4:45 p.m. The "T" Building Tour will be held on Monday, April 23, 2007 from 4:00 - 4:45 p.m. Chair Sen Hoss stated that everyone will meet at 4:00 p.m. in the Penguin Student Building Conference rooms 258B & C on Monday, April 23 for the "T" Building Tour. Trustee Sherry Parker is unable to attend the April 23 Board meeting and Trustee John White is unable to attend the May 21 Board meeting.

### D. Institutional Report - Interim President Knight congratulated Dr. Rassoul Dastmozd on completing his doctorate's degree.

Interim President Knight stated that he and Dr. Rassoul Dastmozd met with the ESD 112 School Superintendents. The Superintendents have agreed to tentatively hold a meeting here at Clark College on June 1, 2007. Interim President Knight also stated that he met with Mr. John Deeder, Superintendent of Evergreen Public Schools and Mr. John Erickson, Superintendent of the Vancouver School District, and they have agreed upon an agenda for the joint board meeting. The scheduling for the joint board meetings with the Vancouver School District and Evergreen Public Schools will be in April or May. He noted that the agenda for the meeting will be discussed with the Clark College Board of Trustees.

Interim President Knight stated that on March 8 the State Board for Community and Technical Colleges reviewed the Clark College Machine Program. They will provide a written report to the College when the findings have been completed. Interim President Knight will provide an update to the Board of Trustees on the outcome of the report.

## E. Association Reports

1. **AHE** – Ms. Marcia Roi stated that Dr. Rassoul Dastmozd attended the AHE Faculty Senate meeting on March 5 to discuss the practical aspects of the accreditation notebooks. Fifty notebooks have been distributed to various departments in Instruction to comply with the College’s accreditation. The timelines and concerns regarding the excessive workload have been discussed with administration. Dr. Dastmozd and the Deans have agreed to work with the union in coming up with a transparent model to address Faculty concerns. The Faculty wants to tell their story to the accreditation team and what they have been doing, but also understand they have a responsibility to the students at the College. Ms. Roi noted that with these competing priorities, they are working together and she is confident this can be done.

Ms. Roi reported that she will be attending a conference on collective bargaining. Ms. Roi met with Interim President Knight to discuss personnel issues, improving College climate and improving College morale. She noted the Faculty supports establishing a College Climate committee to monitor and find a way to improve the College climate. Trustee John White asked the number of people on the College Climate committee. Interim President Knight stated that he is in the process of discussing names that have been submitted to serve on the committee with the Executive Cabinet. Ms. Roi stated that a variety of staff from the College Community will be represented on this committee.

2. **ASCC** – Ms. Amanda Mayoral stated that the ASCC offered “stress relief” amenities to students in various areas of the campus in support of the students to relieve stress for final’s week. The first 40 students at each location received a gift card to the bookstore. Model United Nations will attend a one-week conference in New York. Ms. Mayoral also reported that there will be two events in athletics, on April 6 is the women’s softball home game and April 14 is the track and field home event at Hudson’s Bay High School and invited the board to attend these activities. She gave an update on the “Women in History” event which was attended by approximately 120 students. She also noted that the ASCC has developed a student survey that will address the name change for the Penguin Student Union Building, student government, and other activities. The student survey will be conducted this week.

Trustee White acknowledged Ms. Mayoral’s nomination for the Marshall Leadership Award.

3. **WPEA** – Mr. Billie Garner had nothing to add to his report.

## F. College Reports

1. **Instruction** – Dr. Rassoul Dastmozd had no additions to his report. Trustee Addison Jacobs made a comment on Clark students attending the Western Washington Student Mathematics Conference on February 24. Dr. Robin Terjeson reported that this was the first time that there has been a conference where community college students could present papers and fully participate. This was the first time Clark participated with two faculty members and students.

Trustee Sherry Parker asked about the SOFA Division Chair. Dr. Dastmozd stated that this is the Social Sciences and Fine Arts Division. Mr. Miles Jackson is the Interim Dean of Social Sciences and Fine Arts Division.

Dr. Dastmozd provided an update on the Jazz Festival income and revenue; the income for this year is \$15,503, expenses are \$8,783 for a net profit of \$6,720. The dollars are used to sponsor scholarships, which are important to attract quality and talented students to Clark College.

Chair Sen Hoss had a question on page 7 regarding the articulation partnership between local community colleges and City University to develop a 2 + 2 Early Childhood Education baccalaureate program. This is the College's first partnership with a private entity. Dr. Dastmozd stated that City University approached Clark College a year ago to begin partnering in certain areas such as Childhood Education. He noted that the College has been working with City University on a co-admission articulation. He said that it would be nice as we look at a facility master plan, to have a University Center here at Clark College. Part of our access mission imperative is to provide a gateway to four-year colleges.

2. **Administrative Services** – Mr. Phil Sheehan stated that due to the early date of the Board meeting the financial report was not included in the written report. He distributed the most current financial report at the Board meeting. He noted the "gap" in the middle of central Gaiser Hall due to construction and reported that the project is on track. Trustee Jacobs raised a question on page 11 regarding the update on the Triangle Property. Mr. Sheehan stated that they are doing the finishing touches to move the Workforce Development and Continuing Education department into the building in May. Interim President Knight stated that the Purchase and Sale agreement is in the final stages and that the county has accepted the College's abrogation payments. Chair Sen Hoss raised a question regarding when the official name for Clark Center East will change to Clark College at Columbia Tech Center. Interim President Knight stated that the name has changed officially to Clark College at Columbia Tech Center.

Mr. Sheehan presented a summary and analysis of recommendations for the tuition waivers, noting the status and the action taken since 2004. He noted that the recommendations are intended to be implemented in the fall 2007. He stated that the College is recommending that the 30% rate for the tuition for Mature Learning be reinstated. He asked that the reevaluation of veteran's waivers be delayed given the amount of activity at the state level and recommendation that will be forthcoming on these waivers. He stated that the College will review the impact of this waiver and come back with a recommendation for the veteran's waivers. It is also recommended that the 90-day waiting period for the high school non-resident, refugee, and non-resident differential be eliminated. Trustee White asked the purpose of this recommendation. Mr. Sheehan explained that the reciprocity agreement with Oregon had a 90-day waiting period and Clark wanted to be consistent. Chair Sen Hoss agreed that Oregon did have a 90-day waiting period and this was why Clark put this waiting period in place. Interim President Knight stated that he reviewed this with the State Board and reported that the state has no 90-day waiting period requirement. Trustee Jacobs stated that Clark implemented this for a purpose. Chair Sen Hoss stated the purpose was to serve Clark's constituency first. Mr. Sheehan stated that this was one of the factors. Interim President Knight stated that this was an access issue, and the College did not want to hinder access. Trustee Peery stated that they have been talking about pursuing agreements with Oregon community colleges and noted that this would break down some potential barriers and eliminate the need to have to go back and put in specific waivers to this policy. The Board of Trustees supported the recommendations to the high school non-resident, refugee and non-resident differential and the over 18 credits - vocational residents and non-residents. Chair Sen Hoss asked for clarification on the Mature Learning waiver with the original waiver at 70% and now at 50% with a resulting loss of FTE's. Interim President Knight confirmed that when the College implemented the reduced tuition waiver, the College lost 30% in FTE's, so any revenue that the College was going to make by reducing the tuition waiver was lost in FTE's. Interim President Knight further stated that the State Board encouraged the College to look at waivers as a remedy to budget cuts and noted that once this was reviewed, the College has not gained any revenue on reducing the tuition waivers. Chair Sen Hoss noted the community interest on the Mature Learning waiver and the College's recommendation to revert back to the original 70%. Trustee Peery raised a concern about the negative revenue and what was being taken in was not enough to pay for the instructors class time and overhead on the class; the College is subsidizing that cost fairly heavily, and he asked if the College is anticipating a significant increase of FTE's and how it could impact the budget.

Interim President Knight wanted to acknowledge that this is not going to be a money making operation, but other revenue such as Corporate Education will help counter this. Trustee Peery asked if the College is expecting a significant increase in FTE's and does not want to have to revisit this again. Ms. Tracey Reilly-Kelly, Interim Director of Continuing Education clarified that she believes the College will have more students per class; the existing number of classes that is being offered will not change, but the number of enrollment per class will change. Trustee Peery requested this be monitored closely. Mr. Sheehan reviewed the recommendation for the last two waiver categories, the vocational resident (credits over 18), vocational non-residents (credits over 18). The recommendation is to keep the same policy that was developed in 2004, charging 100% tuition for credits over 18. There are a few programs that are impacted by this but this policy will be consistent with the equal payment per credit that the State Board has recommended.

3. **Student Affairs** – Dr. Rachel Ruiz added to her report that March 6 was the first time that the College's recruitment office hosted a Multicultural Educators Appreciation Luncheon to continue to strengthen relationships with the Vancouver School District, Vancouver Housing Authority, the NAACP and the City of Vancouver. Clark students spoke about their experiences as diverse students at Clark College. This was an engaging and positive luncheon and we hope to continue this in the future. Dr. Ruiz also mentioned that Ms. Tracy Reilly-Kelly from Continuing Education and Ms. Susan Taylor, from International Programs hosted a farewell dinner for students from Yakamura, Japan. This was a true teaching and learning experience of how their host families helped them learn about the American culture and Clark College. These were very positive events to increase understanding of diversity and to create a more welcoming environment for diverse students.
4. **Human Resources** – Ms. Katrina Golder added that Ms. Rebecca Wale, Environmental Health and Safety and Employee Development Manager, presented at The League for Innovation Conference in New Orleans on the College's tobacco free policy and stated that over 50 people attended each of her sessions. She offered her assistance to the Board of Trustees with the March 19 Presidential Search presentation by the State Board Representatives.
5. **Planning and Advancement** – Ms. Bennett stated that Congressman Baird's event is on Friday, March 16 and noted that several dignitaries have been invited. She noted that this is a 3-hour session from 2:00 – 5:00 p.m. Trustee White asked Ms. Bennett about the specific objective for the meeting that the College is seeking. Interim President Knight stated that the College hopes to receive funding for STEM – Science and Math Education. He noted that he and Dr. Dastmozd have been developing information to present to Congressman Baird at the meeting.

Trustee Jacobs raised a question about the language change to emphasize more funding for community colleges and noted that this is something that she would assume that Congressman Baird is supporting strongly and that the College can assist him in supporting this. Ms. Bennett responded that he will use the results of the roundtable to build language for the NSF Authorization Act and also for the Higher Education Authorization Act. Interim President Knight noted that this is to increase ATE funding which is National Science Foundation Funding that comes to the Community Colleges rather than the four-year colleges. Dr. Dastmozd stated that they are working on providing funding for six more ATE Centers, trying to increase the funding for Community Colleges. Also some of the monies can be used for scholarships to provide access for under served students. He noted that Congressman Baird was very receptive when they met with him and with the superintendents. Dr. Dastmozd said this would be a budgetary issue at the moment and currently there is one ATE Center in the state of Washington. Trustee Jacobs stated that this is an opportunity to increase the pool of funds and opportunities. Dr. Dastmozd also mentioned it would be an opportunity to speak about seamless curriculum between high schools, two- year colleges and four-year colleges.

6. **Workforce Development** – Mr. Todd Oldham had no additions to his report. Trustee Jacobs commented that Workforce Development has enhanced the monthly schedule of Job Seeker Seminars to include evenings and weekends and noted that this is when people are available. Chair Sen Hoss asked about an update on the task force review of the structure of the Workforce Development and Continuing Education department. Interim President Knight stated that he will provide more details regarding the task force at the April 23 Board of Trustees meeting.
7. **Communications and Marketing** – Ms. Barbara Kerr had no additions to her report. Interim President Knight thanked Ms. Kerr and her staff for having Clark College recognized as an equal partner at the Women of Achievement event. It was noted that the event was televised by CVTV. Ms. Kerr added that the “next step” would be to include video profiles of the women being honored in their workplace.

Chair Sen Hoss asked Ms. Wonder Baldwin to add the Advisory Recognition Event tentative date of Thursday, May 3 from 7:30 – 9:00 a.m. to the Board of Trustees’ Calendar.

8. **Clark College Foundation** – Ms. Lisa Gibert had no additions to her report.

Chair Sen Hoss raised a question regarding the athletic scholarships and if the College had sufficient funding for the spring sports to recruit students.

Ms. Gibert answered that the Foundation is actively engaging in donors for the upgraded scholarships levels that need to be provided for athletics. She noted that every dollar that comes in today is actually going toward next year's scholarship program. The Penguin Athletic Club has come forward and underwritten the scholarship needs for the current year. Ms. Gibert noted that as the Foundation goes into the next year, the commitment level goes from about \$30,000 - \$35,000 to over \$100,000 if the entire scholarship program is funded for athletes. She noted that the Foundation is making an active push to come up with the \$100,000, but they also recognize that this is a huge increase and you have coaches and an athletic director who need to prepare recruitment letters now and once the commitment is made, it should be honored. Recently the Foundation went to the Foundation's Finance committee to ask them to underwrite the program to the extent that the scholarships will not be able to be raised from donor dollars. This is going to be a major push and a priority for the Foundation to actually look for athletic scholarship funding, but she notes that they also know that the Foundation does not want the College to be put in a situation where the College cannot be competitive.

### **III. CONSENT AGENDA**

#### **A. First Reading**

- a. Tuition Waivers: Trustee Jacobs moved the Tuition Waivers to Consent Agenda.

### **IV. Consent Agenda**

- a. Tuition Waivers
- b. Minutes from 2-26-2007 Meeting

Trustee Jacobs made a motion to approve the consent agenda. Trustee Peery seconded the motion. Motion carried.

### **V. Future Agenda Items**

Discussion: The Stout Hall Tour was rescheduled to Monday, May 21, 2007 from 4:00 - 4:45 p.m. and the "T" Building Tour will be held on Monday, April 23, 2007 from 4:00 - 4:45 p.m.

1. Presidential Search Presentation (March 19) Board/EC Work Session
2. Tenure Recommendations (March 26) Board/EC Work Session
3. Nursing Program (March 26) Board/EC Work Session
4. Instructional Plan (March 26) Board/EC Work Session
5. Enrollment Management Plan (March 26) Board/EC Work Session
6. Board Policies (March 26) Board/EC Work Session
7. Presidential Search Update (April)



8. IT Plan Update (May)
9. Clark College at Columbia Tech Center (May 14) Board/EC Work Session

**VI. Date and Place of Future Meetings**

The next regularly scheduled meeting of the Board of Trustees will be held on Monday, April 23, 2007 in the Penguin Student Union Building Conference Rooms 258 B & C.

**VII. Executive Session**

Chair Sen Hoss announced at 6:07 p.m. that the Board will enter into an Executive Session pursuant of RCW 42.30.110. The Board will conduct an Executive Session for the following purposes:

1. To consider the selection of a site acquisition of real estate for lease or purchase.
2. To review the performance of a public employee.
3. To discuss the legal counsel litigation to which the agency is or is likely to become a party.

The Executive Session will be concluded or extended at 7:00 p.m.

**VIII. Adjournment**

The Board reconvened in open session at 7:00 p.m. With no further business, the meeting was adjourned.

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Rhona Sen Hoss, Chair  
Clark College Board of Trustees

Wonder Baldwin, Recorder