

Clark College  
Board of Trustees Retreat – Session 1  
Wednesday, July 22, 2020  
Via Zoom

In Attendance

Rekah Strong, Chair  
Jeanne Bennett, Vice Chair  
Jane Jacobsen, Trustee  
Jada Rupley, Trustee  
Paul Speer, Trustee

Administrators

Dr. Karin Edwards, President

Others

Kimberly Witherspoon, Assistant Attorney General  
Dr. Mary Spilde, Board Retreat Facilitator  
Stephanie Weldy, Recorder

- I. Call to Order/Agenda Review  
Chair Strong called the meeting to order at 11:05am.
- II. Introductions  
Chair Strong introduced the Board of Trustees and provided an opportunity for additional attendees to introduce themselves.
- III. Audience Statements  
No audience statements at this time.
- IV. Dr. Edwards' First Impressions  
Dr. Edwards shared that she has had an opportunity to meet with a variety of staff, faculty, community members and Trustees. Dr. Edwards shared that her first impressions have been good and she recognizes the serious work that needs to be done and looks forward to working with others in order to get that work accomplished. Trustees shared their excitement having Dr. Edwards on board and look forward to working with her.
- V. Best Practices in Board/President Relations  
Dr. Mary Spilde shared a PowerPoint presentation. The presentation highlighted expected outcomes of the retreat, agenda, high performing board benefits, overview of best practices of good governance, the role of a trustee, the role of a board, the role of the president, board and president roles in management, how governance and administration work together, the partnership between the board and president, communication and the framework for how it is demonstrated.

Chair Strong invited Dr. Edwards to share her feedback pertaining to clear expectations and communication with the Trustees. Dr. Edwards shared that she felt comfortable communicating with

the Trustees and will express concerns if they surfaced. Trustees shared that they would hold each other accountable as well to make sure they are aligned with the purpose, mission and work of the Board.

Concluding Dr. Spilde's presentation, the Trustees asked questions regarding the role of the Board and community engagement. Dr. Spilde shared that Board members cannot act on behalf of the College, however, Trustees can share conversations and community feedback with the President. Trustee Rupley requested information from Dr. Spilde regarding policy changes. Dr. Spilde shared that boards often have policies pertaining to institutional governance and recommended that policies should be reviewed and addressed by the Trustees. Trustees shared that there is some policy work that needs to be done in the framework of equity. Dr. Edwards shared that the Executive Cabinet is working on updating and approving policies from the lens of social equity.

VI. Board Structure, Operating Norms and Communicating Protocols

Dr. Spilde requested feedback from the Trustees regarding Board structure and sub-committees. The Trustees reported what committees they serve on. Dr. Spilde requested information pertaining to sub-committees making decisions or recommendations to the Board. The Trustees reported that two or more Trustees cannot meet, therefore, the sub-committees do not make final decisions, and rather, the recommendations are brought before the Board.

Dr. Spilde requested feedback from the Trustees regarding operating norms and communicating protocols. The Trustees reported that they have historically had one-on-one meetings with the President, which they would like to see continue. Dr. Spilde requested additional operating norms pertaining to media/public relations. The Trustees would like to revisit the current policy. Dr. Spilde asked Dr. Edwards to share her preferred form of communication. Dr. Edwards shared that she appreciates email, phone or text communication.

VII. Board Development Needs – Equity and Student Success

Dr. Spilde requested that the Trustees take some time to focus on Board development needs, equity and student success. Trustee Strong shared that a training with Rashida Willard, Vice President of Diversity, Equity & Inclusion, will take place at a later date. Trustee Strong shared that the purpose of the training is to receive direction to make sure that the Board is aligned with College. Dr. Spilde shared that this topic will be addressed at the next retreat session.

VIII. Next Meeting

The next meeting of the Board of Trustees is Retreat Session 2, currently scheduled for Tuesday, July 28, 2020 from 3-5pm via Zoom.

IX. Adjournment

There being no further business, the meeting adjourned 1:08pm.

A handwritten signature in black ink, appearing to be 'RS', is placed on a light gray diamond-shaped background.

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Rekah Strong, Chair

Stephanie Weldy, Recorder  
Date: July 22, 2020