

# Clark College

## Board of Trustees Regular Meeting Minutes

Wednesday, November 15, 2023

GHL 213 and Zoom

### In Attendance

Cristhian Canseco Juarez, Chair  
Denise Gideon, Vice Chair  
Jeanne Bennett, Trustee  
Marilee Scarbrough, Trustee  
Suzanne Donaldson, Trustee

### Administrators

Dr. Karin Edwards, President  
Dr. Michele Cruse  
Jim Wilkins-Luton, Interim Vice President of Instruction  
Sabra Sand, Vice President of Operations  
Vanessa Neal, Vice President of Diversity, Equity, and Inclusion  
Brad Avakian, Vice President of Human Resources  
Sudha Frederick, Vice President of Information Technology  
Calen Ouellette, Clark College Foundation CEO

### Other

Benjamin Haslam, Assistant Attorney General  
Brooke Pillsbury, President's Office  
Julie Taylor, President's Office  
Brandon Johnson, IT  
Emma Sturm, ASCC  
Cecelia Martin, Associate Vice President of Planning and Effectiveness  
Julie Gebron, Interpreter  
Rachel Birr-Cardova, Interpreter  
Bece Kidder, Captioner

#### I. [Call to Order/Agenda Review](#)

Chair Canseco Juarez called the regular Board of Trustees meeting to order at 5:16 pm.

#### II. [Land and Labor Acknowledgment](#)

Clark College Land and Labor Acknowledgment offered by Trustee Jeanne Bennett.

Following the Land and Labor Acknowledgement, Chair Canseco Juarez provided an introduction of newly appointed Trustee Suzanne Donaldson.

In response, Trustee Donaldson thanked the group for the opportunity and shared that she looks forward to learning from fellow Board members.

### III. [Public Comment](#)

Beverly Brosius

### IV. [Action Items/Consent Agenda](#)

- a. October 25, 2023 – Work Session Meeting Minutes
- b. October 25, 2023 – Regular Meeting Minutes

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

### V. [Constituent Reports](#)

#### ASCC

ASCC President Emma Sturm shared the following update:

- First ASCC priority is providing resources for students, including:
  - October 31 - Registering to Vote Event in Hannah Hall
  - November 7 – Let Your Voice Be Heard Event, where students could voice concerns, questions, and kudos for Clark College/student government, receiving over 80 comments.
- ASCC Budget Committee approved mural painting funding for marketing materials (\$700).
- Campus Climate priority – quarterly student award throughout the year called the Waddle Awards, recognizing students for doing a good job throughout the year.
- ASCC is directing funds for a club competition between clubs over the Fall and Winter quarter.
- Women's League of Voters held a healthcare reform event today.
- Working on hiring a Finance Director and prepping for next quarter's events.

Chair Canseco Juarez shared gratitude for Emma's report and all they are doing to make students feel welcome.

#### WPEA

Joey Hicklin shared the following:

- Last month, WPEA provided no verbal report, and Hicklin shared concerns that the written statement provided was not read as part of public comments.
- Concerns that the meeting's chat function has been disabled and that only names are recorded from Public Comment, not the content of the comment.
- WPEA reports are a courtesy to the Board and intended to balance power.

- Concerns that the Board isn't listening and that the Administration is practicing deception. As a result, WPEA will not be providing a report to the Board moving forward but will continue to organize and move through their escalation plan.
- WPEA's door is open if the Administration and Board would like to repair the relationship.
- Clark has more VPs than all other on campus, and he's concerned by the imbalance.
- Summary of President's salary in comparison to other College employees.

#### CCAHE

Suzanne Southerland shared the following:

- Saddened to hear that WPEA doesn't see use in reporting to the Board and hopes relations can be mended so they return to give reports.
- Shout out to the Tenure support staff, DJ Scates specifically, for his commitment to candidates. Thanks to everyone in tenure support.

#### CCF

Calen Ouellette shared the following:

- Financials submitted for transparency purposes – audit by Moss Adams, approved without recommendations.
- CCF has received the Gold standard and is on track for Platinum Status, the highest recognition offered through the national Foundation organization called GuideStar, which tracks how organizations use their funds.
- Partnered with Athletics for a successful Conversations event last week.
- Board retreat in September, where they developed four goals: alignment with Clark College, expansion of donor and community engagement, efficient management and maximization of assets, and development of procedures and accountability, including CEO and organization metrics.
- Upcoming Open House and Alumni Mixer – highlighting Fourth Plain Commons and bringing caterers and business partners together.

## VI. KPI Dashboard and Presentation

Presented by Cecelia Martin, Associate Vice President of Planning and Effectiveness

Newly appointed Associate Vice President of Planning and Effectiveness Cecelia Martin provided a high-level overview of the Equity Centered Strategic Plan Key Performance Indicators Dashboard to measure and demonstrate mission fulfillment.

Martin emphasized that the dashboard is dynamic and that it will continue to evolve with reporting, access to data, and enhanced ways of articulating mission fulfillment. She also shared that the Assessment and Institutional Research (AIR) team is working with the accessibility team to ensure the dashboard is fully accessible and the marketing team to maximize visibility on the Clark site.

She concluded by sharing an overview of the scorecard, including what the Board can expect to see on a monthly or quarterly basis.

Trustee Questions and Feedback:

Trustee Donaldson shared that she looks forward to diving into the dashboard further and retention specifically.

Trustee Gideon asked if a cheat sheet is available. Martin confirmed that once the dashboard is posted, AIR will share a comprehensive overview and information regarding how to interpret the data.

Trustee Scarbrough shared gratitude for the presentation and the team's work on the dashboard, acknowledging that tableau is a robust tool.

Trustee Bennett shared gratitude for the presentation, acknowledging that the College hasn't had fabulous documentation in the past and that this demonstrates a change. Bennett asked Dr. Edwards how she envisions using the data. Dr. Edwards responded that the College plans to use the information to help navigate the Strategic Plan, identify areas for growth, create different strategies, understand how we are focusing on student groups, and data-informed and data-driven budgeting. Bennett emphasized how the information could also impact marketing to students who aren't represented in the data and community needs, why they aren't coming to Clark, and what we can do to make a difference.

Dr. Edwards shared gratitude for Cecelia. We're beginning to assess the data and there's so much more we need to know to be planful. Dr. Edwards shared excitement for the work and leveling up to guide the College into future.

Chair Canseco Juarez shared gratitude for the presentation, acknowledging and praising Martin for creating the tool, and transforming data into something visual and informative. Canseco Juarez asked about the timeline for each section and if the data availability aligns with Clark's accreditation timeline. Martin confirmed that by Summer 2024, the AIR team will have information to help impact the reporting and support accreditation. She confirmed that the tool's been built, but AIR will be updating it to make it fully functional by next summer. Martin also acknowledged the work of the AIR team, Brooke Pillsbury, and Julie Robertson.

**VII. Reports from the Board Members -**

Trustee Scarbrough – Welcomed Trustee Donaldson, sharing that she looks forward to serving alongside her. Participated in the recent Clark Conversations with Laura LeMasters and the Coaches, sharing kudos to the Foundation for assembling the event. Scarbrough also thanked Trustee Gideon for her service as a Veteran in honor of Veteran's Day. She recently toured the Clark's Veterans Center, emphasizing the great staff, and shared gratitude for the staff. It was a great visit, and she had the opportunity to meet some of Clark's veteran students.

Trustee Bennett – Welcomed Trustee Donaldson to the Board, sharing excitement for having her on Board. Bennett will be working with Trustee Donaldson to ensure she has the tools and resources she needs. Bennett attended the Topping Out Ceremony at Boschma Farms, sharing kudos to Vice President Sand, the team, and all involved in the work at Boschma Farms. Bennett

missed the Clark College Foundation Executive Cabinet meeting but did attend the Community Leaders Advisory Council, representing as a community member and Trustee, sharing she's thrilled by the relationship between Clark College and Vancouver School District.

Vice Chair Gideon welcomed Trustee Donaldson to the Board and shared she's available to help with onboarding if needed. In recent weeks, Gideon met with Chair Canseco Juarez and Dr. Edwards to plan the agenda and attended her first POWWOW. The POWWOW was embracing and Gideon shared she learned a lot, a wonderful event.

Trustee Donaldson attended the Topping Out Ceremony, which was her first official engagement as a Board member. Donaldson shared that she looks forward to working with the group and learning more about the ins and outs of Clark College

Chair Canseco Juarez shared that he loves how diverse Clark's community is becoming and how many events are happening to support communities. He attended the La Casita Art Studio event, celebrating Dia de los Muertos, which was celebrated the same night as the POWWOW. Canseco Juarez acknowledged that it was great to see the culture at both events and recognizes that Clark is part of creating space for communities to celebrate. He also mentioned that next week there's an opportunity, on November 21, from 1:00 – 3:00 pm with Cowlitz Tribe Spiritual Leader Tanna Engdahl – Cowlitz Then and Now. Canseco Juarez shared gratitude for Trustee Scarbrough for joining President Edwards in Seattle for the ACT Fall Conference. He concluded with recognition for former Trustee Paul Speer and his expansive leadership and advocacy for the College and community. Canseco Juarez invited other trustees to share their sentiments, which were filled with gratitude.

Dr. Edwards followed by sharing her appreciation for Paul's time on the Board, with special acknowledgement for Paul for Chairing the Presidential Search Committee, which brought her to Clark College. She shared her appreciation for the opportunity to get to know him, both as a boss and friend, emphasizing his care for her, her family, and this community.

Paul Speer shared gratitude for the opportunity to work with Clark College and was proud of the Board looking back at him and the evolution of the Board of Trustees at Clark. Speer shared he's proud of the faculty and staff and what they've accomplished, emphasizing that it's been a pleasure, and confirming that he will continue to engage as a community member. He concluded with the importance of continuing to look forward, not to the past, encouraging the College not to lose the momentum, and his deep appreciation for Dr. Edwards.

## VIII. President's Report

Presented by Dr. Karin Edwards

Dr. Edwards acknowledged that she and the Trustees shared many mutual updates but she shared the following updates since the last regular Board meeting:

- Topping Out Ceremony at Boschma Farms in Ridgefield – great event, including the history of Topping Out Ceremonies, recognition that there have been no serious accidents or incidents on the jobsite, shared positive statistics of workforce diversity, and celebrated that they're ahead of schedule.

- Veterans Center of Excellence (VCOE) hosted a Career and Resource Fair – huge success for student veterans and veterans across the community.
- Attended the NWCCU Annual Conference – information about impact of AI, future of higher ed, demographics, jobs that will be available, and more.
- Joining Trustee Scarbrough for ACT Conference for New Trustees and looks forward to doing it with Trustee Donaldson in the future.
- Welcome Trustee Donaldson
- Jazz Ensemble and Choral performing at Clark this weekend.
- Acknowledged and congratulated cross country runner Sydnee Boothby for finishing first in the region.
- State Board – shared an update on OER and more resources/access
- Mural Painting in PUB 161 – go by and put your mark on it.

In conclusion, Dr. Edwards responded to WPEA's remarks, assuring that she has never vocalized to WPEA to "be quiet", but rather an interest in reinstating the Open Forums. Additionally, EC meets weekly on Tuesday mornings to work together to find ways to support students, the college, and strategies to lift up our community. College Leadership is 110% committed to this college, community, and nothing else.

## IX. Next Meeting

The next scheduled Board Meeting is scheduled for Wednesday, December 6, starting at 3:30 pm.

## X. Executive Session

Pursuant to RCW 42.30.110, the Board shall convene an Executive Session to discuss the legal risks of a current or proposed action with legal counsel and to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Chair Canseco Juarez called the Executive Session to order at 6:30 pm. The Executive Session is expected to conclude at 7:00 pm.

At 7:00 pm, Chair Canseco Juarez returned to the regular meeting to extend the Executive Session conclusion from 7:00 pm to 7:15 pm.

Chair Canseco Juarez adjourned the Executive Session at 7:17 pm, reconvening the regular meeting.

## XI. Adjournment

Chair Canseco Juarez adjourned the regular meeting at 7:18 pm



Cristhian Canseco Juarez, Chair

Brooke Pillsbury, Recorder