

# Clark College

## Board of Trustees Regular Meeting Minutes

Wednesday, December 6, 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, Vice President of Student Affairs

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

Shelley Williams, Assistant Attorney General

Brooke Pillsbury, President's Office

Julie Taylor, President's Office

Brandon Johnson, IT

Emma Sturm, ASCC

Jay Bushar, Environmental Health and Safety Manager

Julie Gebron, Interpreter

Derrick Cainion, Interpreter

Bece Kidder, Captioner

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

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

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

Clark College Land and Labor Acknowledgment offered by Trustee Suzanne Donaldson.

### III. Public Comment

Paul Speer  
Beverly Brosius

### IV. Action Items/Consent Agenda

- a. November 15, 2023, Work Session Minutes
- b. November 15, 2023, Regular Meeting Minutes

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

### V. Constituent Reports

#### ASCC

ASCC President Emma Sturm shared the following update:

- Working to increase student access with Tutoring Services Snack and Study event.
- The Clubs Competition is currently in progress, competing for club fund prizes. Sturm shared excitement that all clubs are participating in the competition.
- The team is boosting recruitment for committees, with currently 24 applications in progress, exceeding all last year's application submissions.
- Funded the quarterly Korean Club luncheon.
- Focused on improving campus climate by chartering clubs. Currently, eight clubs are chartered, and one is in progress)
- The Activity Programming Board has been busy this quarter, growing from around 20 student participants to 80 on Mondays this year.
- Family Movie nights – from 60 participants last year to over 250 students at this Fall's airing of The Barbie Movie.
- Waddle Awards - student award event coming up, where over 30 students have been nominated. Nominees will receive a small gift, certificate, and the nomination statement from the nominator).
- Finance Director and Executive Assistant positions have been filled.
- Prepping for Winter term.

Chair Canseco Juarez shared gratitude for ASCC and Sturm's report.

#### WPEA

Chair Canseco Juarez acknowledged that Joey Hicklin shared that WPEA will no longer submit a constituent report. Canseco Juarez shared that the Board of Trustees welcomes and values the constituent reports and that he understands that College leadership may reach out to WPEA leadership.

#### CCAHE

Suzanne Southerland shared the following:

Suzanne Southerland opened her CCAHE report by agreeing with Chair Canseco Juarez that it would be useful to have WPEA back. She also thanked Emma for her report and Beverly Brosius' public comment.

- Financial Aid – Washington has excellent aid through the Washington College Grant. Ironically, WA ranks as one of the worst states for high school students filling out FAFSA (48<sup>th</sup> in the nation). Southerland shared that she heard from Enrollment that they need help and shared that mending Enrollment might expand to Financial Aid (FA) students. She acknowledged that it's a state issue and not to Clark specifically. While our FA department may be strong, we could help with this issue.
- Tenure – in the next few months, Clark will be making many decisions around tenure. Suzanne shared that she wanted to take the opportunity to make a point that tenure is more important than ever. The benefits of tenure are part of what attracts candidates to Clark, and it's reflected in the faculty around campus and retention. Developing tenure faculty is one of the most important things we do. Thank you to the Board and Dr. Edwards for that work, and she hopes we remember how important it is.
- Student Conduct Report Concerns – in the last year or two, the K-12 and Colleges have seen an uptick in student conduct issues. Reporting problems faculty are experiencing include being ignored, dismissed, invalidated, not responded to in a timely manner, or at all. Faculty are not being supported and little to no discussion with faculty about resolution. Southerland shared that when faculty tries to reach out, they perceive the message is to "back off". While FERPA may be an impact to communication, Southerland asked when everyone can start communicating about the students we need to support most and how are student conduct processes completed without reaching out to faculty? Southerland requested that all parties get together and increase the student conduct system.

## VI. Ensuring Suitable Workspaces Together: Compliance and Safety Work Group

Presented by Jay Busher, Environmental Health and Safety Manager

Vice President of Human Resources Brad Avakian provided an overview of the cross-departmental compliance and safety work group and those that lead it, including Mike See, Chris Samuels, and Jay Busher.

On behalf of the group, Environmental Health and Safety Manager Jay Busher shared an overview of compliance and safety work group focuses. Busher emphasized that the group started meeting because the departments always intersected – environmental health and safety, security, and facilities, and they found that creating a workgroup would help to resolve compliance and safety on campus. They work to ensure the campus is safe for students, employees, and visitors and that the College is also following regulatory compliance (fire marshal, labor and industries, and ADA compliance on campus).

As the group started meeting, their purpose and goals evolved, including:

- Fostering a secure campus environment for all students, employees, and visitors,
- Enhancing communication and collaboration between departments,
- Examining workspaces,

- Creating a guide for improving regulatory compliance,
- Centralizing information for group access, and
- Ensuring various perspectives and lenses are assessed for compliance and safety.

The compliance and safety work group meets once a month.

Busher concluded his presentation by highlighting a vital team member and sharing his success, Program Coordinator Jacob Salomon. Salomon graduated from Clark with his bachelors degree in June 2023. As a student, Salomon was employed for four years as an Environmental Health and Safety (EHS) work-study student. He is a great ambassador to Clark and brings a unique perspective to the work. Salomon applied and competed for the EHS Program Coordinator role and was awarded the job. Busher emphasized what a blessing Salomon has been as a key asset to the team, leveraging his knowledge and technical skills while creating an interactive framework for the team to track compliance and safety on campus.

#### Trustee Questions and Feedback:

Trustee Scarbrough shared gratitude for Busher and the team for being collaborative and proactive in addressing potential issues rather than waiting for a problem to happen.

Vice Chair Gideon echoed Trustee Scarbrough's sentiments. Vice Chair Gideon also shared gratitude for the special acknowledgment of Jacob Salomon and his great work, emphasizing that he's a core contributor. Congratulations, Jacob.

Trustee Bennett shared gratitude for the presentation and all the great work. She reiterated that things happen behind the scenes that no one is aware of, and bringing this to light means we can trust that the compliance and safety team is working to resolve issues on campus.

Chair Canseco Juarez shared gratitude for the presentation and celebrated the initiative to create the team. He also shared recognition of the College for preparing and educating a young man in the field and then benefiting from him as a team member, celebrating the full circle. Canseco Juarez asked if there's an opportunity that the team has identified to maintain. Busher responded by sharing that the one that comes to mind is ADA compliance. The group is working to ensure that it's a main focus, that the barriers are always thought of, and that the group is meeting team members' and student needs, emphasizing the importance that campus is open to everybody.

## VII. Reports from the Board Members

Trustee Scarbrough shared that yesterday, the Foundation had its quarterly Board meeting, including a Communications audit, and the audit asked questions about the knowledge of Clark College vs Foundation. The community is aware of both, but the data shows there's more to do. Secondly, late November was the trustee annual meeting, which focused on developing trustees' skills for turbulent times, skills, and data systems; it was very informative and had lots of good information.

Trustee Bennett shared that she continues to consider supporting Trustee Donaldson, including regular monthly meetings to support her success. She also shared that she couldn't attend the

recent alumni mixer hosted by the Foundation but that everyone who mentioned it shared it was a great time. Thank you, Clark College Foundation, for hosting these events.

Vice Chair Gideon shared that she didn't have a significant report since the November and December Board meetings were close together. However she collaborated with the President and Chair Canseco Juarez on the meeting agenda.

Trustee Donaldson shared that her experience as a Board member has been good so far. She celebrated the opportunity to attend a College social gathering earlier in the week, affording her the opportunity to meet people face-to-face.

Chair Canseco Juarez shared that he's also participated in many of the things mentioned by his fellow trustees, including gratitude for everyone supporting students, especially as they prepare for finals. He concluded with upcoming events to consider:

- Clark College Winter Social and Retiree Reception
- Trustees of Color Affinity Group
- Clark College Nursing Pinning Ceremony
- Clark College Legislative Breakfast
- First Trustee Tuesday of the new year on January 23, from 8:00 – 9:00 am.
- Upcoming ACCT National Legislative Summit in Washington, DC, in February.

## VIII. President's Report

Presented by Dr. Karin Edwards

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

- Spent a good portion of today's Work Session in Gaiser Student Center at the Free Student Market. Such an amazing and heartwarming event, where faculty and staff were offering their goods to students and their families. It was truly touching, and I am proud to have had the opportunity to participate. Great job, everyone.
- Students are enrolling for the Winter and Spring quarters. We saw a 10% enrollment increase in Fall 2023 and are trending to retain the growth. We are actively monitoring enrollment for the upcoming term.
- Financial Aid – much changing in Financial Aid, including a simplified FAFSA form. The process will be new to all colleges starting December 31. While a few bumps are anticipated, with Kate Jacky's knowledge, skills, and commitment and her staff, we are confident we'll get through it.
- Heather McGhee – for those of you who know her book *The Sum of Us*, the College is fortunate to have her join us on January 17 and 18. She is an amazing person who has done significant research on the cost of racism and how everyone pays for it. She appreciates her research and telling of the story. More information to come regarding the events.
- Looking forward to the upcoming Winter Social and Retiree Reception

- The Clark College Legislative Breakfast content will be delivered in an alternate modality. Along with fellow CTC presidents, Dr. Edwards also plans to visit legislators on January 25 for the Hill Climb.
- Clarification that issues around student conduct, including that she would have shared more with the Board, but Southerland's report is the first she's heard about the issue. Dr. Edwards shared that she's open to having a conversation to learn more about the process concerns. Had she known more she would have shared more but will work to address the issues.
- Congratulations to those finishing their degrees this term.

Dr. Edwards concluded by wishing everyone an enjoyable holiday season.

#### IX. Next Meeting

The next scheduled Board Meeting is scheduled for Wednesday, January 24, 2024, starting at 3:30 pm.

#### X. Executive Session

Chair Canseco Juarez convened an Executive Session under RCW 42.30.110(1)(g) and RCW 42.30.110(1)(i) at 5:55 p.m. for the following purpose(s):

- to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; and
- to discuss with legal counsel representing the agency litigation or potential litigation to which the agency or the Board is likely to become a party.

The Executive Session is expected to conclude at 6:32 pm. No final action will be taken during this session.

The Executive Session concluded at 6:32 and the regular meeting reconvened.

#### XI. Adjournment

Chair Canseco Juarez adjourned the regular meeting at 6:33



---

Cristhian Canseco Juarez, Chair

Brooke Pillsbury, Recorder