

Clark College

Board of Trustees Regular Meeting Minutes

Wednesday, August 23, 2023

GHL 213 and Zoom

In Attendance

Paul Speer, Chair
Cristhian Canseco Juarez, Vice Chair
Denise Gideon, Trustee
Marilee Jones Scarbrough, Trustee
Jeanne Bennett, 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, Interim Vice President of Diversity, Equity, and Inclusion
Brad Avakian, Vice President of Human Resources
Sudha Frederick, Vice President of Information Technology

Other

Shelley Williams, Assistant Attorney General
Brooke Pillsbury, Senior Executive
Julie Taylor, Executive Assistant
Brandon Johnson, IT
Joey Hicklin, WPEA
Olga Lyubar, Allied Health Professor and Department Head
Jacki Cline, Interpreter
Nancy Thomas, Interpreter
Tiffany Elkington, Captioner

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

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

II. [Public Comment](#)

NO Comments

III. Action Items/Consent Agenda

- a. June 7, 2023 - Work Session Meeting Minutes
- b. June 7, 2023 - Regular Meeting Minutes
- c. June 22, 2023 - Special Meeting Minutes
- d. July 10, 2023 - Special Meeting Minutes
- e. July 26, 2023 – Board Retreat Meeting Minutes
- f. 2023-24 Board of Trustees Board Meeting Schedule
- g. 2023-24 Board of Trustees Goals
- h. Board of Trustees Handbook – Per Diem Reimbursement Policy
- i. Interfund Budget Loan

MOTION: Consent Agenda a-h. Trustee Gideon motioned to approve agenda items a-h on the Consent Agenda. Vice Chair Canseco Juarez seconded the motion. Motion passed unanimously, except for the following: Trustee Bennett abstained from consent agenda items a and b; she was absent for the June 7, 2023, work session and regular Board meetings.

Chair Speer provided additional feedback, calling for the College to investigate how to best memorialize the Interfund Budget Loan at the fiscal year-end and the best way to document the policy moving forward.

MOTION: Consent Agenda i: Trustee Bennett motioned to approve agenda item i on the Consent Agenda. Trustee Scarbrough seconded the motion. Motion passed unanimously.

ADDITIONAL MOTION: Chair Speer moved that the college investigate how to best memorialize this decision so that it persists and if in policy to do so. Further, move to request that the college report back to the Board, either in writing or as part of a future Board meeting, the disposition of this request - whichever is most appropriate. Motion seconded by Vice Chair Canseco Juarez. Motion passed unanimously.

IV. Board of Trustees Officers and Committees

Chair Speer summarized the officers and committee assignments based on the Trustees' expressed interest.

MOTION: Trustee Bennett motioned to approve the slate of 2023-24 Board of Trustees Officer and Committee assignments. Trustee Scarbrough seconded the motion. Motion passed unanimously.

In conclusion, the Trustees shared gratitude for Chair Speer's leadership, time, attention, and service on Clark College's Board of Trustees.

V. Constituent Reports

ASCC

ASCC reports will resume for the September 2023 Board meeting.

WPEA

Joey Hicklin, WPEA, shared the following report:

- Part-time, permanent conversions has been positive for WPEA, welcoming more members. However, Hicklin shared concern about supervisors not prioritizing member's ability to participate in WPEA orientation and other engagements.
- Concerned by lack of communication from VPs.
- Lack of follow-up on complaints, causing apprehension and trust issues for members.
- Concerns regarding timely conclusion of investigations, sharing clear and regular communication essential.
- Establishment of a new shared Union space following WPEA concerns of space allocations. Hicklin shared gratitude to AHE for sharing their space.

CCAHE

CCAHE reports will resume for the September 2023 Board meeting.

Clark College Foundation

Clark College Foundation CEO Calen Ouellette shared a comprehensive report in the August 23 Board meeting packet. In Ouellette's absence, Brooke Pillsbury shared report highlights on behalf of the Clark College Foundation.

VI. Healthcare Summer Camp at Clark College

Presented by Professor and Department Head Olga V. Lyubar

Lyubar provided a comprehensive overview of the Healthcare Summer Camp offered Wednesday, June 21 - Friday, June 23. The camp included 70 attendees from local high schools and middle schools, focused on engaging systemically non-dominant students. Camp funding was provided through Guided Pathways, Clark College Foundation, and Career Connect of Washington.

Over the three-day camp experience, students had the opportunity to hear from motivational speaker Tyler Monk, sharing the power of Knowing your Why, learned about different healthcare service areas, engaged in peer activities and workshops, and had extensive opportunities to team-build. Participants also heard from VP of IT Sudha Frederick, learning more about choices and opportunities and the three G's – Grow, Glow, and Go.

Trustee Questions and Feedback:

Vice Chair Gideon shared what a great opportunity this camp was for students, especially knowing that we had to limit engagements during the pandemic. Gideon shared her excitement

for the versatile representation of healthcare career opportunities and the student engagement regarding going to college and how to apply. She looks forward to next year's camp opportunity.

Trustee Speer shared that the camp was really motivating. He shared that the motivation is true with all ages, but especially the camper age demographics and how the team made participants feel about Clark College. He shared that health outcomes will improve with more diverse providers, raising the health of the entire community. Speer asked the following question: Do we have the mechanisms to track which participants apply to Clark? Lyubar responded by sharing that they can track who attended and who may apply to the programs based on the participation waiver. She also shared that while they don't have a method for tracking overall student success long term, Enrollment Services will track if they do go into Clark programs.

Trustee Scarbrough shared feedback that the Healthcare Summer Camp is a fabulous program, and starting with middle schoolers is excellent. She shared that the earlier the seed is planted, the better, and that she hopes they can do the program next year. Scarbrough asked what barriers Lyubar may experience in continuing the program. Lyubar responded by sharing camp funding and buy-in from other departments.

Trustee Bennett shared congratulations on an amazing program, recognizing that three days of camp translates into weeks and weeks of planning. Exciting to have keynotes like Tyler Monk to engage campers and fun that experiencing casts in the practical learning exercises were a hit.

Chair Canseco Juarez shared gratitude for the energy and amazing event to share opportunities for students and youth, acknowledging the great exposure and partnership between the College and industry in the community. Partnership will help build the program. He also shared his excitement for the activities including the escape room, minute to win it, and other fun activities. Canseco Juarez also acknowledged that he got to see Lyubar through her Tenure journey and loves to see her still doing the work. He thanked Lyubar for participating in the Tenure process, being a Tenured faculty, and serving Clark's students and the community's youth.

VII. Reports from the Board Members -

Vice Chair Gideon – Participated in the Board Retreat in July. Otherwise, limited Board activities due to Summer.

Chair Canseco Juarez – Participated in the Board retreat, which was a time for leaders to come together in person and engage in the conversation. Jude, Clark College Student Ambassador, led a couple of the Trustees on a campus tour to learn about the different buildings and services and resources offered. Canseco Juarez acknowledged and celebrating the resources Clark provides.

Trustee Speer – Rewarding to see penguins waddle across the stage at graduation and at Larch. Speer participated in three opportunities: Trustee Tuesday in June (state allocation model), ACCT workshops (digital equity and aligning credit and non-credit programs), and First Dig for the Advanced Manufacturing Center. Speer celebrated Calen's work at the Gala and engaging new donors, acknowledging the commitment and professionalism the Foundation is bringing. Speer had meetings with the president, sharing that her ongoing work is impressive and how informed she keeps the Board. Speer also attended the Board Retreat, sharing gratitude to the Trustees

and VP Neal and team for Equitable Decision-Making training. Speer concluded his report with an overview of upcoming events, including a strategic plan update from the State Board for Trustee Tuesday and Opening Day on September 18.

Trustee Scarbrough – Traveled to attend the New Trustees Governance Leadership Institute. Highlights including Board basics, trustee/president relationship, advocacy (local, state, and federal), parliamentary procedure, and the Board's role in accreditation and policy/procedures. Scarbrough shared gratitude for the opportunity to attend.

Trustee Bennett – Bennett welcome Trustee Scarbrough, sharing her delight to have her join the Board and that she looks forward to working with her. Bennett participated in the Board Retreat and shared special thanks to Vanessa and team for the PPI training. She also met with Dr. Edwards and reiterated great respect for her as president and all that she's been able to achieve, and for her leadership and dedication.

VIII. President's Report

Presented by Dr. Karin Edwards

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

- Congratulations to Cristhian as Chair, and shared gratitude for Trustee Speer for his commitment, support, and dedication provided to the college and to her specifically.
- Webinars on eLearning (prevalent and shaping the future at community colleges and higher education), Credit and non-credit alignment (national group working on that), how to create bridges and pathways for non-credit to credit classes, and Higher Ed Research Group – future-ready community colleges (summarized that you can't pour new wine in an old wineskin)
- Building relationships – Romanita Harrison (Murdock Trust), Billy Henry (NWABA), event hosted by President from University of Washington Tacoma, Collective of Public and Private Colleges focused on furthering the outcomes of education – Clark is not a member of the coalition but considering the opportunity.
- Two visitors from Japan – congresswomen interested in pushing access and diversifying education.
- Community engagement – LEAD (Learning and Empowerment through Athletic Development), where Dr. Edwards shared her story and the power of college.
- Campus – meetings about the Strategic Plan and finalizing KPIs, sharing gratitude to Brooke Pillsbury and Julie Robertson, and the AIR team is making headway on the supporting data and dashboard.
- Excited for new faculty joining Clark this Fall.
- Staff Development Days – gratitude from all and great opportunity for staff to participate. Dr. Edwards commended the committee for putting together a wonderful two-days for development.
- EC Retreat – time well spent with EC, focused on psychological safety and inclusive leadership, and a visit from our area economist to share how local economy impacts the college.
- SBCTC is hosting a webinar on the impacts of Affirmative Action on Wednesday, August 30.
- Medical Assisting pinning ceremony on Wednesday, August 30.

- Close report with Brad Avakian, summarized by the following –
 - Respond briefly to the comments Joey Hicklin made, specifically complaints.
 - HR conducts investigations in a timely, thorough, and fair manner.
 - Acknowledged that he met with Hicklin as recently as today.
 - Open ear to employee and union reps for anything they would like to share.

Chair Canseco Juarez responded to Dr. Edwards' report by acknowledging what she has done and how she continues to lead by example, which takes time, commitment, and energy. Canseco Juarez recognized her continued and steadfast leadership, sharing gratitude for Dr. Edwards.

IX. Next Meeting

The next scheduled Board Meeting is scheduled for Wednesday, September 27, 2023.

X. Executive Session

No executive session.

XI. Adjournment

Chair Canseco Juarez adjourned the regular meeting at 6:28 pm.



Paul Speer, Chair

Brooke Pillsbury, Recorder