

# Clark College

## Board of Trustees Regular Meeting Minutes

Wednesday, June 12, 2024

GHL 213 and Zoom

### In Attendance

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

### Administrators

Dr. Karin Edwards, President  
Sabra Sand, Vice President of Operations  
Dr. Michele Cruse, Vice President of Student Affairs  
Vanessa Neal, Vice President of Diversity, Equity, and Inclusion  
Dr. Tina Redd, Interim Vice President of Instruction  
Brad Avakian, Vice President of Human Resources  
Calen Ouellette, Clark College Foundation Chief Executive Officer  
Dr. Cecelia Martin, Associate Vice President of Planning and Effectiveness

### Other

Jennifer Mankowski Dixon, Assistant Attorney General  
Darcy Feider, President's Office  
Julie Taylor, President's Office  
Brandon Johnson, IT

### Call to Order/Agenda Review

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

### Land and Labor Acknowledgment

Clark College Land and Labor Acknowledgment offered by Chair Canseco Juarez

### Public Comment

Michael Cerrillo  
Suzanne Southerland  
Tyler Frank  
Deb Montez

## Action Items

### 1. Consent Agenda

- a. May 22, 2024, Work Session Meeting Minutes
- b. May 22, 2024, Regular Meeting Minutes
- c. June 5, 2024, Special Meeting Minutes
- d. FY 2024-25 Admin/Exempt Sabbatical Request

MOTION: Trustee Scarbrough moved to approve the Consent Agenda. Trustee Donaldson seconded the motion. Motion passed as presented.

### 2. FY 2023-24 Fund Balance Request

MOTION: Trustee Bennett moved to approve the Fund Balance change of \$29,716. Trustee Scarbrough seconded the motion. Motion passed as presented.

### 3. FY 2024-25 College Budget

MOTION: Vice Chair Gideon moved to approve the 2024-25 College Budget as presented. Trustee Donaldson seconded the motion. Motion passed as presented.

### 4. FY 2024-25 Services and Activities Fee Budget

MOTION: Vice Chair Gideon moved to approve the 2024-25 Services and Activities Fee Budget as presented. Trustee Bennett seconded the motion. Motion passed as presented.

## Constituent Reports

The board highly values the constituent reports and again asked that written reports be submitted on the Friday before each board meeting.

### ASCC

ASCC President Emma Sturm shared recent initiatives include distributing food boxes to 161 students, hosting pop-up events at the Penguin Pantry, and organizing Snack & Study sessions in partnership with Tutoring Services to provide free snacks and tutoring before finals. Additionally, efforts to engage students on campus include hosting the Oswald Award ceremony and a civic engagement discussion with the Washington Secretary of State, Steve Hobbs.

### WPEA

Courtney Braddock, WPEA Stewart, congratulated the 2024 Clark College graduates and thanked Dr. Redd for all her support. She also raised concerns regarding the completion of postings required by a labor settlement and emphasized Clark's absence from the WPEA bargaining sessions with OFM. WPEA is awaiting the college's after-action report and response addressing identified safety gaps and security concerns.

### CCAHE

Suzanne Southerland, President of CCAHE, acknowledged Clark College's allocation of funds towards safety and security initiatives. She also congratulated the college on the appointment of a new VPI and thanked Dr. Redd for her contributions. She expressed concerns about the ongoing

hiring challenges with the Cyber Security tenure position. Southerland encouraged supervisors to involve union representatives in meetings. She extended congratulations to Emma Sturm and the Student Government, as well as to the retiring faculty.

### Clark College Foundation

Calen extended congratulations to all students and employees in anticipation of the upcoming graduation. He provided an executive-level overview of the Student Success Path and the Student Success Fund. The Student Success Path, developed in partnership with Student Affairs, serves as an internal framework to assess the impact of programs on students.

The Student Success Fund launched successfully, securing a \$100,000 inaugural grant from the Taco Bell Foundation. The pilot submission process, initiated in April, funded five (5) submissions totaling over \$140,000.

### MESA

Roman Lara provided an overview of the Mathematics, Engineering, and Science Achievement (MESA) program. Key highlights for the year included taking students to two conferences, supporting 102 students in the 2023-24 cohort, fostering community and a sense of belonging through student engagement, and enhancing the center's space for improved accessibility and a welcoming atmosphere.

### Reports from the Board Members

#### Trustee Donaldson

Trustee Donaldson reported that she attended the June Trustee Tuesday. She also attended the tenure reception and congratulated those who received tenure. She took a campus tour and is looking forward to the trustee retreat.

#### Trustee Bennett

Trustee Bennett congratulated the 2024 graduates and newly tenured faculty. She serves as a liaison between the Board and the Foundation and expresses appreciation for the Foundation's contributions and support of the college. She has completed the onboarding of Trustee Donaldson.

#### Trustee Scarbrough

Trustee Scarbrough reported attending the Juneteenth celebration and extended kudos to the event planners for bringing Sylvia Welch. She also participated in the June Trustee Tuesday meeting. Serving on the Foundation Board, she acknowledged the impactful work and effective leveraging of funds by the Foundation.

#### Vice Chair Gideon

Vice Chair Gideon noted her attendance at the Juneteenth celebration, highlighting Chief Earl's delicious food and Sylvia's inspiring poems. She also attended Trustee Tuesday, gaining valuable insights into funding matters. She met with the Chair and Vice Chair of the Foundation Board along with Calen Oulette and Dr. Edwards, gaining insights into the collaborative efforts with the College and Foundation. She commended the newly tenured faculty and graduating students for their achievements.

### Chair Canseco Juarez

Chair Canseco Juarez acknowledged the Juneteenth and Pride event celebrations in the community. He highlighted that the Board of Directors/Board of Trustees (BOD/BOT) meeting serves as a valuable opportunity to learn about ongoing work. He expressed appreciation for the synchronized efforts and partnership demonstrated by Dr. Edwards and Calen Oullette. Additionally, he reminded everyone to complete training due by month's end. He eagerly anticipates commencement and celebrating the achievements of our students.

### President's Report

Dr. Edwards recently attended the student art exhibit, Spring Thing, and the biology student project on the bee campus. She highlighted upcoming events such as the nursing pinning ceremony, diversity graduation, and commencement, with over 500 students expected to participate in commencement. Summer enrollment remains steady, reaching 86% of the goal, and there has been an increase in running start students. Dr. Edwards commended the Financial Aid staff for their perseverance despite ongoing federal financial aid challenges.

Executive Cabinet was presented with information on the new Basic Needs Hub and plans for a hunger-free campus. Faculty tenure interviews are currently underway. The college has submitted two community-directed funding proposals, with progress noted on the IT and AI initiatives proposal.

Dr. Edwards recognized the Juneteenth celebration and announced Heather McGhee's upcoming visit on October 10th. She participated in a podcast with Emma Sturm and recognized Emma's contributions as Student Government President. Additionally, Dr. Redd's final board meeting was acknowledged, and gratitude was expressed for her leadership at Clark College.

Dr. Edwards addressed the May incident involving an employee assault, acknowledging its traumatic nature. She expressed regret for any concerns regarding leadership's attentiveness, emphasizing their serious approach to the situation. Today's request to allocate additional safety funds reflects feedback received and signals a commitment to addressing concerns. Dr. Edwards assured ongoing responsiveness, improvement in communication, and a dedication to progress moving forward.

Dr. Edwards expressed enthusiasm about Dr. Brown joining Clark College as the new Vice President of Instruction.

### Next Meeting

The Board of Trustees will meet for a retreat scheduled for Wednesday, July 24, 2024, in person.

### Executive Session

An Executive Session was convened under RCW 42.30.110 at 6:34 p.m. for the purpose of reviewing the performance of a public employee. The Executive Session is expected to last until 7:40 p.m. No final action will be taken during this Executive Session.

At 7:40 p.m., an announcement was made that the Executive Session would be extended to 7:55 p.m.

The Executive Session under RCW 42.30.110 ended at 7:55 p.m. The work session is reconvened at 7:55 p.m. No action was taken by the Board during the Executive Session.

Motion: Vice Chair Gideon moved to approve the evaluation and contract to extend the appointment of President Karin Edwards on June 12, 2024, through midnight of June 30, 2027, with an annual salary of \$302,627 effective July 1, 2024, with a one-time contribution of \$12,000 for her retirement and a state-approved cost of living adjustment. Trustee Scarbrough seconded the motion.

### Discussion

Trustee Bennett emphasized the board's significant responsibility in evaluating the president, commending Trustees Canseco Juarez and Gideon for their dedication to the process. She acknowledged a notably calm operational year at Clark College, attributing this to Dr. Edwards's leadership. Trustee Bennett noted positive developments, including increased enrollment, improved student performance, and financial stability, underscoring the college's supportive environment and employee appreciation.

Trustee Scarbrough echoed Trustee Bennett's praise, highlighting increased enrollment as evidence of Dr. Edwards's effective pursuit of board goals. She commended Dr. Edwards's collaborative efforts with the community and the College Foundation. Trustee Scarbrough noted impressive progress in achieving last year's goals and expressed gratitude for Dr. Edwards's dedication to the college, staff, faculty, students, and community.

Vice Chair Gideon expressed agreement with previous remarks and extended gratitude to Dr. Edwards for her extensive efforts benefiting both the college and the community. She emphasized the fulfilling nature of their role as a trustee and appreciated the positive environment and collaboration fostered by Dr. Edwards. Vice Chair Gideon also encouraged Dr. Edwards to prioritize self-care in preparation for the upcoming year.

Trustee Donaldson expressed agreement with her colleagues' remarks, noting that she feels welcomed in her role as a new trustee.

Chair Canseco Juarez thanked the trustees for their comments and expressed full agreement with the positive remarks about Dr. Edwards. He highlighted widespread praise from Dr. Edwards's colleagues and peers, emphasizing her importance to the college and community. Chair Canseco Juarez noted Dr. Edwards's commitment to advancing the college's mission and fostering partnerships, expressing optimism for future success under her leadership.

Dr. Edwards expressed gratitude to the entire board, noting she feels fortunate to have their support and trust. She emphasized the board's unity, supportiveness, and shared commitment. Dr. Edwards reciprocated the support and praise to the Board.

Chair Canseco Juarez noted that prior to our meeting today, all trustees received Dr. Edwards's evaluation letter, which was discussed in the executive session. The letter will have slight updates and be submitted to the President's Office by the end of this week.

Vote: The motion passes as presented.

Adjournment

Chair Canseco Juarez adjourned the regular meeting at 8:10 p.m.

A handwritten signature in black ink, appearing to read "Cristhian A. Canseco Juarez". The signature is fluid and cursive, with "Cristhian" and "A." on the first line, and "Canseco Juarez" on the second line.

Cristhian Canseco Juarez, Chair

Darci Feider, Recorder