

# Clark College

## Board of Trustees Retreat Meeting Minutes

Wednesday, July 24, 2024

CTC Room 144 and Zoom

### In Attendance

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

### Administrators

Dr. Karin Edwards, President  
Dr. Michele Cruse, Vice President of Student Affairs  
Dr. Terry Brown, Vice President of Instruction  
Sabra Sand, Vice President of Operations  
Vanessa Neal, Vice President of Diversity, Equity, and Inclusion  
Calen Ouellette, CEO, Clark College Foundation  
Brad Avakian, Vice President of Human Resources  
Sudha Frederick, Vice President of Information Technology

### Other

Jill Wakefield, ACCT Facilitator  
Shelley Williams, Assistant Attorney General  
Brandon Johnson, IT  
Dr. Cecelia Martin, Associate Vice President of Planning and Effectiveness  
Feddie Young, Planning and Effectiveness  
Li Yingcong, Planning and Effectiveness  
Julie Taylor, President's Office

I. Board Arrival and Mingle

II. Call to Order: Introduction, Agenda and Outcomes Review, and Icebreaker.

Chair Canseco Juarez called the annual retreat to order at 8:00 a.m. on Wednesday, July 24, 2024, providing an overview of the retreat agenda and outcomes.

III. Public Comment

Robert Weston

IV. Icebreaker – Jill Wakefield

The Board reviewed accreditation questions in preparation for the College's accreditation visit in October 2025.

V. Facilitated Discussion – Jill Wakefield

- Review of 2023-2024 Board Goals – led by Jill Wakefield
  - Reviewed the 2023-24 goals and how Trustees engaged in those goals over the previous year.
- 2024-2025 Board Goals Brainstorm – led by Jill Wakefield
  1. Review policies the Board approves.
  2. Prepare for the accreditation visit.
    - i. Updated the Board Policy Handbook.
    - ii. Accreditation and Strategic Plan presentation at the June 2024 Board Meeting.
    - iii. Accreditation questions reviewed at the June 2024 Retreat.
  3. Strengthen relationships with elected officials, school districts, community leaders, government, and legislators in collaboration with the Foundation.
  4. Visit programs and increase Board knowledge of programs and services.
  5. Improve the effectiveness of Board equity.
  6. Support and advocate for the College in future budget decisions.
- Review Board Self-Assessment – led by Jill Wakefield
  - Overview of the Board of Trustees Self-Assessment (See finalized assessment)
- In-Person Meetings – led by Jill Wakefield
  - The Board discussed transitioning back to in-person meetings.

VI. Board Business – Chair, Cristhian Canseco Juarez

- a. Committee and Board Assignments.
- b. Calendar of 2024-25 Board Meeting Dates.
- c. Easement Request for Boschma Farms.

Sabre Sand gave an overview of the Boschma Farms easement and requested approval from the Clark College Board to sign a letter of support for the easements/covenants to the State Board for Community and Technical College Board.

MOTION: Trustee Bennet moved to approve the letter of support. Trustee Donaldson seconded the motion. Motion passed as presented.

- d. Land and Labor Acknowledgement Discussion – Dr. Edwards and Vanessa Neal led.

The Board agreed to table reading the Land and Labor Acknowledgement statement at the start of Board meetings until further discussion.

- e. Assessment Cycle and Dashboard Update – led by Dr. Cecelia Martin
- f. Brad Avakian, Dr. Michele Cruse, Sudha Frederick, and Vanessa Neal gave department updates. Dr. Terry Brown introduced himself to the Board.

VII. Retreat Recap and Reflection – Chair Canseco Juarez

VIII. Next Meeting

The next work session and regular Board Meeting will be on Wednesday, September 25, 2024, starting at 3:30 p.m.

IX. Adjournment – Chair Canseco Juarez

Chair Canseco Juarez adjourned the Board of Trustees Retreat at 4:36 p.m.



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Cristhian Canseco Juarez, Chair

Julie Taylor, Recorder