

Clark College

Board of Trustees Regular Meeting Minutes

Wednesday, October 15, 2025

GHL 213 and Zoom

In Attendance

Marilee Scarbrough, Chair

Suzanne Donaldson, Vice Chair

Cristhian Canseco Juarez, Trustee

Denise Gideon, Trustee

Administrators

Dr. Terry Brown, Vice President of Instruction

Sudha Frederick, Vice President of Information Technology

Vanessa Neal, Vice President of Diversity, Equity, and Inclusion

Calen Ouellette, Clark College Foundation Chief Executive Officer

Dr. Darcy Rourk, Interim Vice President of Human Resources

Sabra Sand, Vice President of Operations

Dr. Mark Wahlers, Interim Vice President of Student Affairs

Absent

Jeanne Bennett, Trustee

Dr. Karin Edwards, President

Other

Shelley Williams, Assistant Attorney General

Call to Order/Agenda Review

Chair Scarbrough called the regular Board of Trustees meeting to order at 5:00 p.m.

Public Comment

No public comment

Action Items/Consent Agenda

- i. September 24, 2025 - Work Session Meeting Minutes
- ii. September 24, 2025 - Regular Meeting Minutes

MOTION: Trustee Canseco Juarez moved to approve the Consent Agenda. Trustee Donaldson seconded the motion. During the discussion, it was noted that the Board of Trustees Officer and Committees, bullet point G. Board Budget Commitment, would be updated to Board Budget Committee. The motion carried.

Constituent Reports

Associated Students of Clark College (ASCC)

Alijah Machida, ASCC President, reported that the ASCC Student Government focused on building an inclusive and engaged campus community. Highlights included Welcome Week, the Student Involvement Fair with more than 300 attendees, and the chartering of four new clubs. ASCC social media reached over 63,000 views, and the Penguin Pantry distributed nearly 13,000 pounds of food to 355 students. He noted ongoing efforts to streamline the club chartering process and develop instructional videos to support student involvement.

Washington Public Employees Association (WPEA)

No written or oral report.

Clark College Association of Higher Education (CCAHE)

No written or oral report.

Entry Services

Vanessa Watkins, Director of Entry Services, presented the department's recruitment, onboarding, and orientation efforts. Entry Services hosted 192 recruitment and outreach events during 2024–2025, connecting with more than 2,000 prospective students through high school visits, community events, and workshops. Highlights included Running Start Information Nights, Discovering College Confidence for BIPOC students, and the CTE Showcase. Through the Gates Foundation Horizons Grant, the college expanded outreach to 13 rural school districts in partnership with ESD 112, Lower Columbia College, and WSU Vancouver. She noted collaboration with faculty and campus partners through the Recruitment Task Force to coordinate outreach efforts. Staff conducted 912 one-on-one onboarding appointments, assisted 6,469 visitors through the One Stop, and supported 8,347 students who completed the virtual orientation. Student Ambassadors provided vital peer leadership, leading 203 campus tours and hosting 33 group visits serving more than 1,800 participants.

Reports from the Board Members

Trustee Canseco Juarez

Trustee Canseco Juarez recognized Clark College's 92nd anniversary. He thanked faculty and staff for their engagement in preparation for the upcoming accreditation visit and acknowledged Dr. Cecilia Martin for her leadership in coordinating the process. He emphasized the importance of continuing to meet students where they are and highlighted the college's ongoing commitment to intentional community engagement. He also reflected on the value of national conferences in exchanging ideas.

Trustee Gideon

Trustee Gideon reported meeting with Dr. Edwards for her 1:1 and expressed confidence in the college's preparation for the upcoming accreditation visit.

Vice Chair Donaldson

Vice Chair Donaldson reported attending Trustee Tuesday. She also met with Chair Scarbrough for her 1:1 and expressed gratitude for the accreditation materials provided to help prepare for the upcoming visit.

Chair Scarbrough

Chair Scarbrough reported attending the Foundation Board meeting and expressed appreciation for the strong partnership between the Foundation and the college in supporting students and staff. She highlighted the Foundation's new "Mission Minute" feature, which shares stories of student success. Chair Scarbrough noted professional development opportunities at next week's national conference. She also thanked Dr. Wahlers for his exemplary service to the college, the Board, and students.

Report from the President

Dr. Edwards reported that the college will host its seven-year accreditation site visit next week and thanked Dr. Cecilia Martin and the committee for their preparation. Fall enrollment increased to 9,500 students, with Direct Transfer, ESL, and Pre-Nursing as the top programs. She noted the new SBCTC budget model begins in fall 2026 with an estimated \$4 million reduction for Clark and provided an update on federal and state grants. Dr. Edwards announced plans to establish an Office of People and Culture to strengthen employee engagement, thanked staff for hosting the WACTC meeting, and acknowledged Dr. Mark Wahlers for his leadership as Interim Vice President of Student Affairs.

Next Meeting

The next Board of Trustees work session and regular meeting are scheduled for Wednesday, November 12, starting at 2:30 pm.

Adjournment

Chair Scarbrough adjourned the regular meeting at 5:39 p.m.

A handwritten signature in cursive script, reading "Marilee Scarbrough". The signature is written in dark ink and is positioned above the printed name.

Marilee Scarbrough, Chair

Darci Feider, Recorder