

Clark College

Board of Trustees Special (Retreat) Session Minutes

Wednesday, July 23, at 8:00 am

Boschma Farm, Room 206

In Attendance

Denise Gideon, Chair

Marilee Scarbrough, Vice Chair

Cristhian Canseco Juarez, Trustee

Suzanne Donaldson, Trustee

Jeanne Bennett, Trustee

Administrators

Dr. Karin Edwards, President

Dr. Terry Brown, Vice President of Instruction

Dr. Cecelia Martin, Associate Vice President of Planning and Effectiveness

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

Dr. Darcy Rourk, Interim Vice President of Human Resources

Sabra Sand, Vice President of Operations

Dr. Mark Wahlers, Interim Vice President of Student Affairs

Calen Ouellette, CEO of Foundation

Other

Shelley Williams, Assistant Attorney General

Darci Feider, President's Office

Julie Taylor, President's Office

Brandon Johnson, IT

Call to Order/Agenda Review

Chair Gideon called the work session to order at 8:15 a.m.

Chair Gideon announced that she will depart the meeting at 11:30 a.m., and Vice Chair Scarbrough would preside over the remainder of the meeting. Trustee Canseco Juarez will depart at 4:30 p.m.

Public Comment

No public comment.

2024-2025 Goals and Self-Assessment

The Board reviewed their goals from the past three years and their self-assessment, noting high marks in collaboration, communication, and overall engagement. Trustees identified continued learning around academic programs and budgeting as priority areas for growth. They discussed the challenges of understanding external budget impacts and emphasized the value of scenario planning, regular budget reports, and grant information. Trustees expressed interest in strengthening legislative relationships. The Board affirmed their shared commitment to the College's mission and to making data-informed decisions that support student success.

2025-2026 Goals Setting

1. Continue to increase knowledge of college programs and services.
2. Increase contacts and strengthen relationships with legislators.
3. Implement a reporting process to inform board of new and updated college policies.
4. Recruit and onboard a new board member.
5. Implement a system to notify board members of required training, state filing requirements, and a timeline for the president's annual review.
6. Participate in a successful accreditation visit.
7. Preserve the college's mission and values, advocating for the importance of higher education.

2025-2026 Committee Assignments and Calendar Review

The Board discussed committee assignments and reviewed the calendar for the upcoming academic year. Trustees identified preferred committee roles and positions. Formal appointments will be made at the next regular meeting.

Meeting Structure and Conduct

The Board reflected on college culture and the Board meeting structure, focusing on strategies to foster a respectful environment, reinforce shared values, and ensure all voices are heard.

Policy Review Update and Accreditation Responsibilities

Dr. Cecelia Martin, Associate Vice President of Planning and Effectiveness, gave an update on accreditation planning and related responsibilities. Trustees were informed that the self-study report will be submitted by August 21 and made available on the accreditation website. Dr. Martin reviewed potential questions for trustees, emphasizing the Board's role in governance, institutional effectiveness, and alignment with key performance indicators (KPIs).

Dr. Martin also provided an overview of the college policy review process, including the roles of the Administrative Policy and Procedure Committee and Executive Cabinet. The Board requested to be kept informed of newly approved policies.

Executive Cabinet Presentations: 2025–26 Goals and Initiatives by Area

Executive Cabinet members shared high-level goals and initiatives for the upcoming year. Each department summarized key focus areas that align with strategic priorities.

Equitable Decision Making

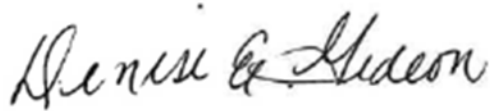
Vanessa Neal, Vice President of Diversity, Equity, and Inclusion, and Alyssa Montminy, Director of Employee Equity and Engagement, led a training on equitable decision-making.

Next Meeting

The next Board of Trustees work session and regular meeting are scheduled for Wednesday, September 24, starting at 3:30 pm.

Adjournment

Vice Chair Scarbrough adjourned the retreat at 4:50 p.m.

A handwritten signature in cursive script that reads "Denise Gideon". The signature is written in dark ink and is positioned above a horizontal line.

Denise Gideon, Chair

Darci Feider, Recorder