



Clark College

Board of Trustees Regular Meeting Packet

Wednesday, April 24, 2024, at 5:00 pm

<https://clark-edu.zoom.us/j/87061926425?pwd=N3kvRDh6RXA0dHZHayszRnRpY2YrUT09>

Meeting ID: 870 6192 6425

Passcode: 453102

Dial in: 1 (253) 215 8782

Physical Location:

Gaiser Hall, Room 213

Board of Trustee Regular Meeting Packet, April 24, at 5:00 pm

- I. Call to Order/Agenda Review – Chair Canseco Juarez
- II. Land and Labor Acknowledgement – Chair Canseco Juarez
- III. Public Comment – Chair Canseco Juarez
Public comment will be limited to two minutes each.
- IV. Action Items/Consent Agenda – Chair Canseco Juarez
 - a) March 13, 2024 – Work Session Meeting Minutes
 - b) March 13, 2024 – Regular Meeting Minutes
 - c) March 22, 2024 – Special Session Meeting Minutes
- V. Early Tenure Vote – Chair Canseco Juarez
- VI. Constituent Reports
 - a. ASCC – Emma Sturm
 - b. WPEA – Anticipated Absence of Representative
 - c. AHE – Suzanne Southerland
No report submitted.
- VII. PRESENTATION TOPIC – Multicultural Peer Mentors
Presented by Mercy Kariuki
- VIII. Reports from Board Members – Chair Canseco Juarez
- IX. President’s Report – Dr. Karin Edwards
- X. Next Meeting
The next Board of Trustees work session and regular meeting are scheduled for Wednesday, May 22, 2024, starting at 3:30 pm.
- XI. Executive Session
An Executive Session may be held for any allowable topic under the Open Public Meetings Act.
- XII. Adjournment – Chair Canseco Juarez

Clark College

Board of Trustees Work Session Minutes

Wednesday, March 13, at 3:30 pm

GHL 213 and Zoom

In Attendance

Cristhian Canseco Juarez, Chair

Denise Gideon, Vice Chair

Jeanne Bennett, Trustee

Suzanne Donaldson, Trustee

Marilee Scarbrough, Trustee

Administrators

Dr. Karin Edwards, President

Sabra Sand, Vice President of Operations

Dr. Tina Redd, Interim Vice President of Instruction

Brad Avakian, Vice President of Human Resources

Sudha Frederick, Vice President of Information Technology

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

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

Others

Shelley Williams, Assistant Attorney General

Darci Feider, President's Office

Julie Taylor, President's Office

Brandon Johnson, Information Technology

I. Call to Order/Agenda Review

Chair Canseco Juarez called the work session to order at 3:30 p.m.

II. Public Comment

No public comment.

III. Clark College Financial Overview and 2024-25 Budget Planning Outlook

Sabra Sand and Tanya Kerr presented an overview of the 2024-2025 operational budget projection, emphasizing that there are no reductions proposed for the college next year. The budget overview highlighted four primary funding sources: state funds, tuition revenue, Running Start revenue, and dedicated student fees. The distribution of funds for FY 2024 was outlined. Projections for FY 2025 indicated increases in must-fund items, leading to a projected deficit of \$398,526, despite anticipated revenue changes. A 5-year budget projection model was presented, emphasizing the need for ongoing monitoring and reallocation to align with the college's Strategic Plan. The presentation concluded with the next steps in the process to

include executive proposals, Budget Committee review, feedback collection, and board approval of the proposed budget.

Sabbatical Requests - Dr. Tina Redd, Interim Vice President of Instruction

Dr. Tina Redd highlighted the process shift for the BOT review of sabbatical applications from May to March to improve efficiency. The Professional Placement and Advancement Committee (PPAC) received seven applications and prioritized the top four candidates. Becky Engle proposed a one-quarter sabbatical to develop a first-year class for deaf and hard-of-hearing students. Travis Kibota requested a two-term sabbatical to address biology transfer and degree attainment rates. John Mitchell sought a one-quarter sabbatical to develop courses in data science, while Paul Casilla aimed to improve math learning skills and address high drop rates, requesting a one-quarter sabbatical. Discussions ensued regarding post-sabbatical reporting systems and accountability avenues.

IV. Adjournment

Chair Canseco Juarez adjourned the work session at 4:46 p.m.

Clark College

Board of Trustees Regular Meeting Minutes

Wednesday, March 13, 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. Tina Redd, Interim Vice President of Instruction

Brad Avakian, Vice President of Human Resources

Sudha Frederick, Vice President of Information Technology

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

Calen Ouellette, Clark College Foundation CEO

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

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 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 Vice Chair Gideon.

Public Comment

Joey Hicklin

Beverly Brosius

Courtney Braddock

Michael Ceriello

Lisa Aepfelbacher

Yusufu Kamara

Sydney Brahmavar

Suzanne Southerland

Robert Weston

Action Items/Consent Agenda

- a. February 21, 2024 – Work Session Meeting Minutes
- b. February 21, 2024 – Regular Meeting Minutes
- a. March 4, 2024 – Special Session Meeting Minutes
- b. FY 2024-25 Faculty Sabbatical Approval

MOTION: Trustee Scarbrough moved to approve the Consent Agenda. 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 the following update:

ASCC distributed 173 Penguin Pantry boxes to students and organized a successful APB Resource Scavenger Hunt with 64 participants receiving \$25 gift cards. Additionally, updates were provided on ongoing initiatives such as the ASCC Waddle Awards, quarterly club competition, and Snack and Study program in collaboration with the Tutoring Center. Preparations for the upcoming Spring Involvement Fair were discussed, along with plans for an event in collaboration with the League of Women Voters.

WPEA

Courtney Braddock shared the following updates:

WPEA and CCAHE brought forward safety concerns to the Executive Board, highlighting opportunities for improvement, such as ensuring completion of ICS courses for Cabinet members and addressing issues with emergency alert accessibility in the Culinary and Frost Art Center, as well as inconsistent alerts at WSUV. Sabra Sand is working to enhance alert dissemination, review contracts with WSUV, and has arranged ICS training for the Executive Cabinet.

CCAHE

Suzanne Southerland shared the following updates:

CCAHE brought forward the need to ensure the proper utilization of public comment sessions and the significance of student involvement on the Board. AHE refused to send pre-meeting reports and asked for assurance that the reports would not be used inappropriately.

Teaching and Learning Center

Lindsey Schumacher outlined the Teaching and Learning Center's objectives, which prioritize professional development to enhance teaching and learning across different modalities, with a key focus on promoting educational equity and aligning with guided pathways and the social equity framework. Emphasizing resources like the TLC library, workroom, and community-building workshops, they discussed measures of success, including goal attainment, educational equity, reflection, and alignment with the strategic plan. Special emphasis was placed on

fostering inclusivity and anti-racism efforts through collaboration with adjunct faculty and the resource librarian.

Reports from the Board Members

Trustee Donaldson

Attended Trustee Tuesday, focusing on Managing Meeting Interruptions, and participated in tenure interviews. Plans to attend the Vancouver State of the City event and the Nursing Programs Pinning Ceremony.

Trustee Bennett

Apologies were extended for missing the previous meeting. Attendance noted at the Vancouver School District Advisory Committee. Appreciation was expressed for the budget teams, committees, and college leadership, with special recognition given to Calen and their team for their outstanding contributions to the college's success. Additionally, participation in tenure second-year interviews was highlighted, with praise for the exceptional individuals involved.

Vice Chair Gideon

Participated in tenure interviews. Plans to attend the Vancouver State of the City event and the Nursing Programs Pinning Ceremony.

Trustee Scarbrough

Attended the Veterans Center's African American Military History Celebration, Trustee Tuesday and the Clark College Foundation Board Meeting with a panel of students.

Chair Canseco Juarez

Attended numerous events already mentioned. Expressed the importance of the work being done in the community with many boards and entities, particularly focusing on racial equity and related initiatives as part of a collective effort in our community to advance our work in addressing racial disparities. Emphasized the collaborative nature of this endeavor, stressing that we are all collectively engaged in this challenging but crucial work together. Recognized the start of Ramadan and the need to support students and employees who are fasting for the month. Shared these opportunities and reminders with Trustees:

- Nursing Program Pinning Ceremony, Wednesday, March 20, 7:00 pm
- F-1 Financial Affairs Disclosure due April 15, 2024 Financial statement
- ACT Spring conference on May 2- 3
- Early tenure request will be on the April agenda

President's Report

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

Office of Diversity, Equity, and Inclusion (ODEI) welcomed over 100 African American high school students to Clark College campus, fostering a welcoming environment and affirming their valued presence within our community. Additionally, Student Affairs organized a financial aid event, engaging over 50 Latinx students on campus to facilitate their understanding of the financial aid

process. Dr. Edwards and Calen Ouellette met with the Cowlitz tribe chairwoman to explore collaboration opportunities. Collaborating with Dr. Redd and Ann Campbell, they met with the executive director of The Machinist Institute to discuss revitalizing the space to better meet the needs of the industry. Completed the SBCTC's 2025 Legislative Priorities survey after receiving input from groups on campus. Updates were provided on Boschma Farms, including ongoing construction, signage, and discussions about offering classes there. Discussed congressionally directed funds and explored additional funding opportunities. CREDC's strategic plan is in progress, awaiting feedback. Attending the Vancouver and Ridgefield State of the City. Cecelia Martin's commendable efforts on accreditation were acknowledged, alongside ongoing work on a student belonging survey.

Next Meeting

The next Board of Trustees work session and regular meeting are scheduled for Wednesday, April 24, 2024, starting at 3:30 pm.

Executive Session – Chair Canseco Juarez

The Board will convene an Executive Session under RCW 42.30.110(1)(G) at 6:30 p.m. to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Executive Session is expected to last until 7:00 p.m. No final action will be taken during this executive session.

The Executive Session under RCW 42.30.110(1)(g) has ended at 7:01 p.m.

The regular meeting is reconvened at 7:01 p.m.

Executive Session – Chair Canseco Juarez

The Board will convene in Executive Session under RCW 42.30.110(1)(i) at 7:01 p.m. for the purpose(s) of discussing with legal counsel representing the agency litigation or potential litigation to which the agency or the Board is likely to become a party.

Executive Session is expected to last until 7:15 p.m. No final action will be taken during this executive session.

The Executive Session under RCW 42.30.110(1)(i) has ended at 7:16 p.m.

The regular meeting is reconvened at 7:16 p.m.

No action was taken by the Board during the Executive Session.

Adjournment

Chair Canseco Juarez adjourned the regular meeting at 7:17 p.m.

Clark College

Board of Trustees Special Session Meeting Minutes

Monday, March 22, 2024

PUB 258-C 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

Other

Shelley Williams, Assistant Attorney General

Darci Feider, President's Office

Brandon Johnson, IT

Call to Order/Agenda Review

Chair Canseco Juarez called the special session to order at 3:00 pm.

Public Comment

No public comments.

Executive Session: Tenure Candidate Interviews

The Board will convene an Executive Session under RCW 42.30.110(1) (g) and (i) at 3:01 p.m. for the following purposes and in the following order:

- to evaluate the qualifications of an applicant for public employment; and
- to discuss with legal counsel representing the agency matters relating to potential litigation.

Executive Session is expected to last until 4:25 p.m. No final action will be taken during this executive session.

The Executive Session under RCW 42.30.110(1) (g) and (i) has ended at 4:26 p.m.

The special session is reconvened at 4:26 p.m.

No action was taken by the Board during the Executive Session.

Adjournment

Chair Canseco Juarez adjourned the regular meeting at 4:27 p.m.

**ASCC STUDENT GOVERNMENT
BOARD OF TRUSTEES REPORT**

April 2024

*Presented by:
ASCC President Emma Sturm*

Clark College Students Resources Access

The ASCC Student Government is working to ease students return to campus by providing awareness of college resources such as clubs, programs, workshops, events, leadership opportunities, the DEI office, and the tutoring center. Some ways that ASCC Student Government is working on doing this:

- Successfully handed out 154 Penguin Pantry boxes to students this past month.
- Set up Welcome Week tables across campus during the first two days of classes to help welcome students back after spring break. Information and free snacks were provided at all the tables.
- Hosted the last Involvement Fair of this academic year on Wednesday, April 10th. Approximately 150 students participated. The spring quarter club competition winners were announced individually during this event and were:
 - In first place, Young Americans for Freedom Club with the top prize of \$200.
 - In second place, Health Information Management Club with a prize of \$100.
 - In third place, the Korean Culture and Philosophy clubs tied for \$50.

To have successfully competed in this club competition, a club needed to have been fully chartered and have turned in their club event forms on time. Whichever club filled out the most event forms on time won the competition. Winning prizes went directly to their club funds.

Clark College Campus Climate

ASCC Student Government is working to reengage students on campus. Some of the initiatives ASCC Student Government has done to achieve this:

- Four ASCC Student Government members participated in Phi Theta Kappa's initial meeting of the quarter. ASCC Student Government is working on being more present in clubs and programs.
- Presented in College 101 classes to inform students about the resources available to them on campus and ways they can become engaged.

- Hosted *Suit Up for Leadership* event on Wednesday, April 17th, to help encourage students to apply for student leadership jobs next year. Attending programs included the Activities Programming Board, Student Ambassadors, and Diversity Center Peer Mentors.

Clark College State-Wide Initiatives

ASCC Student Government have started to outreach to form different partnerships state-wide. ASCC Student Government has been able to accomplish this through:

- Partnering with the Clark County League of Women's Voters to host our quarterly Let Your Voice Be Heard event. They hope to provide information on registering to vote and gain insight into issues students care about.

General Work Updates:

- Currently prepping for Oswald Awards, our annual student award ceremony.

WPEA/UFCW Local 365, Clark College Unit

Board Report for April 2024

MEETINGS

WPEA Steward meeting on Mondays 11:30 AM

COMMUNICATION

Current contact for campus stewards:

wpeastewards@clark.edu

Representational Stewards

Angela Dawson	Nursing
Becky Lindsay	Dental Hygiene
Courtney Braddock	Accounting Services
Jessica Cerise	Facilities Services
Jillian Taylor-Valdez	CFS
Nora Rofjotur	IT

Member Leaders

Jenny Shadley	Communications & Marketing
DJ Scates	Student Success
Eli Gonzalez-Roman	VCOE
Ryan Johnson	Nursing & Allied Health

WPEA Classified Staff Updates:

- As Vancouver begins to see higher temperatures, the WPEA leadership team will be working with HR to ensure that the college is in compliance with the State requirements for Outdoor Heat Exposure and Wildfire Smoke L&I Rules. These rules ensure employees that work outdoors and in outdoor environment elements are protected by being provided with proper training, equipment, and break periods. There are also requirements for agencies to track specific environmental conditions to implement safety controls.
- The WPEA received the following updates from the college regarding the safety concerns that were addressed by the WPEA and CCAHE in February 2024:
 - o The college's emergency management department has worked with facilities and IT to identify multiple buildings' fire panel's that will receive upgrades to attach InformCast along with installing speakers for these buildings to hear alerts.

- The college is working with the WSU Emergency Management department to work on connecting Clark students, staff, and faculty to the WSU-V alert system.
- Finally, we extend our appreciation to the classified staff for their dedicated efforts in safeguarding class seats from fraudulent student accounts at the beginning of the spring term. Numerous departments collaborated, including enrollment services, financial aid, entry services, IT, and more. Their collective actions, from engaging with students to verifying credentials, collaborating closely with SBCTC, establishing a workgroup, and uniting during a bustling period to support student success, merit sincere gratitude. Each individual contributed their diverse skills, ensuring the well-being of both students and the college.



The Office of
Diversity,
Equity and
Inclusion
And Multicultural
Student
Affairs Presents
the Peer Mentor
Program



Peer Mentors



Peer Mentors Team



Daniel



Tracy



Mercy



Susanna



Values of a peer mentor

1. Equity
2. Confidentiality
3. Trust
4. Supportiveness
5. Respect
6. Empathy

Events

We have three luncheons in each term
(Fall, Winter, Spring):

1. People of color luncheon
2. People with disability luncheon
3. Queer luncheon



Purpose of Luncheon

1. To allow students (and employees) to hear inspiring stories from others for encouragement and connection.
2. To provide opportunity for students to meet new friends and create community
3. To identify community resources as well as safe college employees as resources or mentors to feel a rightful sense of belonging at Clark College.



Role of a peer mentor



Motivate students toward achieving academic and career goals.



Help transition students to the next level of education.



Assist with department specific events and programming



Help coordinate the student luncheon events.



Apply an understanding of power, privilege and inequity to serve and advocate for students' equality.



Assist students and staff virtually or in person to participate in events.



Speak to students, staff and faculty on peer mentor programs at college events or meetings.



Assist students with student unions; Black student union, Latin student union and working to create other student unions.

Student Unions

- Latiné Student Union
- Black Student Union
- Queer Agenda

Join us at the Office of Diversity, Equity and Inclusion for

LATINÉ STUDENT UNION

You are invited to share space with Latiné students and staff as we build community with Latiné Identity group. Come join us and get involved! These events build community as we celebrate and spend time together.

Tuesday,
FEBRUARY 20, 2024
1:00 - 2:00pm Gaiser Hall 214
Winter quarter

ASSOCIATED STUDENTS CLARK COLLEGE

For disability accommodations, contact Clark College's Disability Support Services Office at 360-992-2314; for video, contact 360-991-0901 by phone or dss@clark.edu by email.



Join us at the Office of Diversity, Equity and Inclusion for

THE BLACK STUDENT UNION KICK-OFF EVENT

Snacks and drinks will be served!

February 20, 2024
2:00 - 3:00 pm
Gaiser Hall 214

You are invited to share space and community with Black students and staff as we kick off the fall season for Black Student Union (BSU). Come join us and learn how you can get involved in the BSU Club, events and build community as we celebrate Black Excellence.

ASSOCIATED STUDENTS CLARK COLLEGE

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Thank You

Presenter: Peer Mentor

Name: Mercy Kariuki



DIVERSITY

EQUITY

INCLUSION

Clark College - Budget Status Report March 31, 2024

Sources of Funds (Revenues)	2023-24 Budget	Revenues to Date	Difference	% Budget Received
<u>Operating Accounts</u>				
State Allocation	50,539,397	28,149,553	(22,389,844)	55.7%
Tuition & ABE	14,820,410	16,078,619	1,258,209	108.5%
Running Start	11,493,298	10,283,207	(1,210,091)	89.5%
Planned use of prior fund balance	2,717,277	-	(2,717,277)	0.0%
Dedicated, matriculation, tech, cont ed	4,173,059	5,575,571	1,402,512	133.6%
Total Operating Accounts	83,743,441	60,086,950	(23,656,491)	71.8%
<u>Other Accounts</u>				
Grants	2,909,761	1,571,837	(1,337,924)	54.0%
Contracts	586,893	(355,236)	(942,129)	-60.5%
Internal Support & Agency Funds	985,485	1,194,001	208,516	121.2%
ASCC	2,076,718	1,872,674	(204,044)	90.2%
Bookstore	2,389,302	1,940,175	(449,127)	81.2%
Parking	324,355	299,473	(24,882)	92.3%
Auxilliary Services	2,291,638	2,127,058	(164,580)	92.8%
Financial Aid	20,180,780	14,400,685	(5,780,095)	71.4%
Total Other Accounts	31,744,932	23,050,666	(8,694,266)	72.6%
Total Sources of Funds	115,488,373	83,137,616	(32,350,757)	72.0%

Uses of Funds (Expenses)	2023-24 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
<u>Operating Accounts</u>				
President	1,028,084	737,060	291,024	71.7%
Vice President of Diversity, Equity & Inclusion	1,166,993	553,309	613,684	47.4%
Vice President of Instruction	53,482,955	36,619,271	16,863,684	68.5%
Vice President of Operations	10,925,470	9,366,801	1,558,669	85.7%
Vice President of Student Affairs	10,079,680	7,265,457	2,814,223	72.1%
Chief Information Officer	5,135,609	3,777,496	1,358,113	73.6%
Vice President of Human Resources and Compliance	1,924,650	1,595,250	329,400	82.9%
Bank/CC Fees	-	143,991	(143,991)	0.0%
Total Operating Accounts	83,743,441	60,058,635	23,684,806	71.7%
<u>Other Accounts</u>				
Grants	2,909,761	1,659,721	1,250,041	57.0%
Contracts less Running Start	586,893	1,736,848	(1,149,955)	295.9%
Internal Support & Agency Funds	985,485	1,372,621	(387,136)	139.3%
ASCC	2,076,718	1,698,509	378,209	81.8%
Bookstore	2,389,302	2,470,453	(81,151)	103.4%
Parking	324,355	341,076	(16,721)	105.2%
Auxilliary Services	2,291,638	2,203,753	87,885	96.2%
Financial Aid	20,180,780	15,090,096	5,090,684	74.8%
Total Other Accounts	31,744,932	26,573,076	5,171,856	83.7%
Total Uses of Funds	115,488,373	86,631,711	28,856,662	75.0%
Difference - Excess (Deficiency)	-	(3,494,095)		

c. Dr. Karin Edwards, Sabra Sand, Vanessa Neal, Nicole Rogers-Marcum, Tanya Kerr, Julie Taylor
e. Michele Cruse, Sudha Frederick, Brad Avakian, Tina Redd, Heather Adams, Darci Feider
Linda Tuve 4/11/24