



# Clark College

Board of Trustees Regular Meeting Packet

Wednesday, December 4, 2024, at 5:00 p.m.

Location: Gaiser Hall, Room 213

Virtual Option:

[Zoom Link](#)

Meeting ID: 831 3722 6333

Passcode: 418803

Dial in: (253) 215-8782

## Board of Trustee Regular Meeting Packet, December 4, 2024, at 5:00 pm

- I. Call to Order/Agenda Review – Chair Gideon
- II. Public Comment – Chair Gideon  
Public comment will be limited to two minutes per speaker. Speakers must sign up by 4:55 PM on the day of the Board meeting. [Signup Link](#)
- III. Action Items/Consent Agenda – Chair Gideon
  - a. November 20, 2024 - Work Session Meeting Minutes
  - b. November 20, 2024 - Regular Meeting Minutes
- IV. Constituent Reports
  - a. ASCC – Gurraj Singh Dhami
  - b. WPEA
  - c. AHE – Suzanne Southerland  
No report submitted.
- V. Title III  
Presented by Byron Ford
- VI. Reports from Board Members – Chair Gideon
- VII. President’s Report – Dr. Karin Edwards
- VIII. Next Meeting  
The next Board of Trustees work session and regular meeting are scheduled for Wednesday, January 22, starting at 3:30 pm.
- IX. Executive Session  
An Executive Session may be held for any allowable topic under the Open Public Meetings Act.
- X. Adjournment – Chair Gideon

# Clark College

## Board of Trustees Work Session Minutes

Wednesday, November 20, at 2:30 pm

PUB 258-C and Zoom

### In Attendance

Denise Gideon, Chair

Marilee Scarbrough, Vice Chair

Cristhian Canseco Juarez, Trustee

Jeanne Bennett, Trustee

### Administrators

Dr. Karin Edwards, President

### Other

Shelley Williams, Assistant Attorney General

Darci Feider, President's Office

Mike Silva, IT

### Call to Order/Agenda Review

Chair Gideon called the work session to order at 2:30 p.m.

### Executive Cabinet

The Board will convene in Executive Session under RCW 42.30.110 at 2:30 p.m. for the following purpose(s): to evaluate the qualifications of an applicant for public employment

Executive Session is expected to last until 4:30. No final action will be taken during this executive session.

The Executive Session under RCW 42.30.110 has ended at 4:32 p.m.

The special meeting is reconvened at 4:32 p.m.

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

### Adjournment

Chair Gideon adjourned the work session at 4:32 p.m.

# Clark College

## Board of Trustees Regular Meeting Minutes

Wednesday, November 20, 2024

GHL 213 and Zoom

### In Attendance

Denise Gideon, Chair

Marilee Scarbrough, Vice Chair

Cristhian Canseco Juarez, 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. Terry Brown, Vice President of Instruction

Brad Avakian, Vice President of Human Resources

Sudha Fredericks, Vice President of Information Technology

Calen Ouellette, Clark College Foundation Chief Executive Officer

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

Mike Silva, IT

### Call to Order/Agenda Review

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

### Public Comment

Robert Weston

Tyson Dykes

Demi Wickwire

Levi Cantrell

Stephanie Hall

Debra Montez

James Ron Powers

### Action Items/Consent Agenda

- a. October 16, 2024 - Work Session Meeting Minutes
- b. October 16, 2024 - Regular Meeting Minutes

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

c. College Calendar

MOTION: Trustee Bennett moved to approve the 2025-2027 College Calendar. Trustee Canseco Juarez seconded the motion.

COMMENT ON THE MOTION: Vice Chair Scarbrough acknowledged the challenges posed by the 2025 academic calendar starting on a religious holiday and noted that, despite efforts to explore alternatives, adjusting the calendar was not feasible.

Motion passed as presented.

### Constituent Reports

The board highly values the constituent reports and again asked that written reports be submitted in advance of each board meeting.

#### ASCC

Gurraj highlighted ASCC activities that prioritize increasing student engagement. He highlighted events, including Dogs, Donuts, and Democracy on Election Day, where 250 students enjoyed therapy dogs, donuts, and voter engagement. The Penguin Pantry distributed over 6,900 pounds of food to 904 students and families, and eight clubs were successfully chartered, with more in progress. The ASCC continues to enhance campus resources, support events like Stuff a Sasquatch, and collaborate with state-wide organizations to advocate for student needs.

#### WPEA

Courtney reported concerns about a harassment claim and barriers to public comment, noting a lack of transparency in changing the public comment process that could appear retaliatory. Feedback from classified staff on October's power outage highlighted delayed communication, confusion about timesheets, and insufficient emergency preparedness, such as a lack of flashlights and emergency lighting. The Labor & Industries (L&I) investigation into hazardous materials emphasized the need for timely testing, a clear communication plan for renovations, and defined responsibilities for compliance. In bargaining, the WPEA criticized the 5% wage increase offer, overwhelmingly rejected by members, and urged Clark College to push OFM to return to negotiations to address meaningful wage increases and staff retention.

#### CCAHE

Suzanne Southerland's report highlights several key topics. A celebration of life was held for Professor Julian Nelson, recognizing his contributions to Clark College, with gratitude expressed to the event's organizers and sponsors. Faculty are deeply committed to student success, navigating challenges such as supporting struggling students while ensuring accountability and balancing teaching with committee work. Concerns about high turnover in the Executive Cabinet were raised, emphasizing the need for transparency and stability in leadership. The report also expressed solidarity with WPEA in advocating for fair wages.

### Rhianna Johnson

Clark College is committed to advancing Career-Connected Learning to help students achieve economic mobility and support their families in an increasingly challenging environment. This initiative aligns with the goals of Guided Pathways, focusing on preparing students for workforce success or university transfer by equipping them with skills they can articulate and apply in real-world settings. Significant progress includes the development of a Career Hub, currently in beta testing, as a centralized repository for resources, a toolkit for employers, and a database of external partnerships. Faculty are actively engaged in integrating career-connected learning into curricula through workshops, departmental training, and community partnerships. These efforts, supported by faculty surveys and collaboration with Career Services, ensure students gain workplace skills, experiential learning opportunities, and clear pathways to success.

### Reports from the Board Members

#### Trustee Bennett

Trustee Bennett provided an update on upcoming legislative work.

#### Trustee Canseco Juarez

Trustee Canseco Juarez provided highlights from the recent ACCT conference in Seattle, where Clark College leaders presented on foundation initiatives and donor engagement. He shared insights from sessions, including the SNAP 50/50 reimbursement model to support students and strategies for building effective boards during times of transition. Canseco Juarez emphasized the importance of maintaining focus on the college's mission despite turnover, a challenge faced nationally, and commended Clark for strengthening relationships, increasing donor and community engagement, and staying mission-driven.

#### Vice Chair Scarbrough

Vice Chair Scarbrough shared her attendance at the ACCT conference, highlighting it as a valuable professional development opportunity and a chance to explore key issues for community colleges. She also attended the Clark College Powwow and the Foundation's Scholarship Story event, emphasizing the importance of community-building efforts. Scarbrough reflected on the Passing the Key ceremony, noting its positive energy and the crucial role of the Foundation in making such milestones possible.

#### Chair Gideon

Chair Gideon reflected on the ACCT conference as a revitalizing experience, emphasizing the collective commitment to student success and the importance of focusing on the positive impact of their work. She highlighted the board's role in supporting, not managing, departmental efforts and shared insights from Pierce College on creating culturally responsive programs that address barriers for working adults and underserved students. Chair Gideon also discussed strategies to improve diversity and inclusion on boards, noted her participation as a delegate, and acknowledged the inspiring impact of students at the recent scholarship dinner.

#### President's Report

Dr. Edwards invited Donna Larson and Cath Busha to present on the Veteran's Center of Excellence (VCOE). The VCOE was awarded a grant in 2020 to enhance support services for

student-veterans. The \$449,460 grant funded a full-time Student Success Coach, a part-time program support staff member, and resources such as ADA-compliant furniture, a loaner laptop program, veteran-focused tutoring, and career fairs. Because of COVID-19 challenges, a one-year no-cost extension was granted to fully utilize funds through December 2024. During the grant period, the college expanded professional development, advising practices, and programming in the VCOE. As the grant concludes, Clark College is focusing on sustainability by training academic advisors to continue supporting veterans and maintaining impactful programs. Future plans include continued workshops, partnerships, and community engagement to support student-veteran success.

Dr. Edwards then shared updates on recent college events and initiatives. She highlighted the success of the Foundation Scholarship Dinner, announced that the PTK Regional Conference will be hosted at Clark College, and celebrated the completion of Boschma Farms with the "Passing of the Key" ceremony, acknowledging the 18-month construction process and thanking Sabra for fostering a welcoming and inspiring environment. Dr. Edwards also discussed a meeting with the Gates Foundation to explore potential partnerships and provided updates on accreditation, noting a visit scheduled for October 20-22, 2025. Finally, she reshared plans to recruit two new Vice Presidents, with the search set to begin in April 2025 and a target start date of July 1, following the established and inclusive process involving key stakeholders.

#### Next Meeting

The next Board of Trustees work session and regular meeting are scheduled for Wednesday, December 4, starting at 3:30 pm.

#### Executive Session

The Board convened an Executive Session under RCW 42.30.110 at 6:40 p.m. for the purpose 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 7:10 pm. No final action will be taken during this executive session.

At 7:10, an announcement was made that the executive session would be extended to 7:31 a.m./p.m.)

At 7:11, an announcement was made that the executive session would be extended to 7:45 a.m./p.m.)

The Executive Session under RCW 42.30.110 has ended at 7:47 p.m.

The regular meeting was reconvened at 7:47 p.m.

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

#### Adjournment

Chair Gideon adjourned the regular meeting at 7:47 p.m.



## **Clark College ASCC Board of Trustees Report December 2024**

*Presented by:*

*ASCC President Gurraj Dhami*

### **Student Involvement & Campus Climate**

ASCC Student Government recognizes the increase in student involvement with clubs and programs and in response will continue to create, support, and promote student involvement in ASCC clubs and programs, and events.

#### Activities to support this priority:

- We served 359 students and 1,192 household members totaling 9,661.2 pounds of food provided. In addition, thanks to the support of the Safeway-Albertson's Foundation, each student also received a \$25 Safeway gift card.
- ASCC Committees Recruitment: Six students have applied for Committees and are currently in the process of being placed.
- Club progress: 9 chartered clubs and 7 in progress.

### **Student Resource Access**

The ASCC Student Government will advocate for the provision, allocation, and management of accessible resources for Clark students to ensure student success.

#### Activities to support this priority:

- Currently, our Instagram account has 1,317 followers. We'll keep using this platform to share updates, promote events, and stay connected with students.



## **Clark College State-Wide Initiatives**

The ASCC Student Government understands the significance of partnering with state-wide groups such as Washington Student Engagement Network (WA-SEN) and the Washington Community and Technical Colleges Students Association (WACTCSA), so will develop outreach to state-wide groups to advocate for funding and the interests of Clark College students at the state level. Additionally, the ASCC Student Government recognizes the benefits in partnering with nearby colleges to increase community involvement and student engagement, so will build upon partnerships with nearby colleges, such as WSUV to provide students opportunities to engage in their college and community.

### Activities to support this priority:

- Nothing new to share.

### **General Work Updates:**

- ASCC is prepping events for Winter Quarter

# WPEA/UFCW Local 365, Clark College Unit

*Board Report for December 2024*

## MEETINGS

WPEA Steward meeting on Mondays 11:30 AM

## COMMUNICATION

Current contact for campus stewards:

wpeastewards@clark.edu

### Representational Stewards

<b>Angela Dawson</b>	Nursing
<b>Becky Lindsay</b>	Dental Hygiene
<b>Courtney Braddock</b>	Accounting Services
<b>Jillian Taylor-Valdez</b>	Child & Family Services
<b>Nora Rofjotur</b>	Network Security

### Member Leaders

<b>Jenny Shadley</b>	Communications & Marketing
<b>DJ Scates</b>	Office of Instruction
<b>Ryan Johnson</b>	Nursing & Allied Health

## WPEA Classified Staff Updates:

### Report topics:

- Public comment process changes concerns
- Thank you to Eli Gonzalez-Roman, VCOE Program Specialist 3 and WPEA Steward
- WPEA's concerns regarding staffing in the VCOE
- Update on WPEA's Collective Bargaining with Office of Financial Management (OFM).

### Public Comment Process Concerns:

The process changes for engaging in the Board of Trustees public comment section is a concern for the WPEA leadership team. Signing up to engage in this process adds a barrier to participation in one of the only consistent forums that allows community engagement with the college. The college community was not given a reason for this change, and the announcement to the community at large was very minimal. This change comes after a rather long and contentious October Board of Trustee meeting. Feedback will not always be given in a form the College would prefer, but through constructive feedback from students, staff, faculty, and community members, giving invaluable insight that must be heard when making decisions.

We ask that the Trustees reverse this decision, lifting the barrier it created in the only open line of communication the community has to this body.

#### WPEA Steward Transition- Thank You Eli Gonzalez-Roman:

We would like to thank Eli Gonzalez-Roman, the prior VCOE Program Specialist 3 and WPEA Member Leader, for all the work he has done for Clark College veteran students and Clark College WPEA members. Eli's advocacy for Clark College's veteran students and classified staff was central to the work he did, and his impact will be felt for years to come. Eli consistently stood up for what was right in his department and as a WPEA representative, pushing for better wherever he was, especially around staff safety, taking what he learned from the military and seeking to imbed it into practice at Clark College. We thank Eli for his unwavering support for our staff, wish him well in his future endeavors, and look forward to seeing where he lands next!

#### VCOE Staffing Concerns:

The WPEA was made aware of staffing changes in the VCOE which will result in the Associate VCOE Director being the only employee in the department after December 31, 2024. The department's leadership shared that they will be looking to work study students and outside agencies to help fill the gaps of the vacant positions that are not going to be filled by non-permanent positions. Though we are working with HR to understand the VCOE staffing plan moving forward, the information provided by the department's leadership for the future of the department's staff would result in an Unfair Labor Practice due to skimming of classified bargaining unit work. It is the WPEA leadership teams understanding that the Program Specialist 3, Certifier, position will be hired in a non-permanent capacity. Monica Patton, the current VCOE Program Coordinator, is not being considered for the interim role which would help with continuity of the program. This decision to not consider Monica seems personal rather than making the best decision for veteran students and the college community. We hope the department acts swiftly with the December 31<sup>st</sup> timeline quickly approaching to address staffing needs and avoid an Unfair Labor Practice complaint.

#### Funding

The leadership team was also made aware of potential partial funding in the VCOE's state allocation for a program coordinator position that is proposed to no longer be used for that classified position. We want to reiterate that any classified staff work done by non-WPEA represented positions is considered skimming and will result in an Unfair Labor Practice complaint.

#### Systemic Issues with Grant Funded Positions- A Resolution Is Needed

We would also like to address a systemic issue that has played out in the VCOE, but also in many other departments. The college dedicates many college resources to promote, support, and continue grant funded programs, but do not always enforce a sustainability plan from the department's leadership. As it is understood, the CEVSS grant, funding multiple positions, required a sustainability plan to have been completed in year 3 of the grant, but was never done, and now the department is scrambling to figure out what to do in the 11<sup>th</sup> hour.

Our members often sit in the crosshairs of this type of program mismanagement and are the ones that lose their jobs and ability to take care of their families while the leadership in the department get to add "running" these programs to their resumes. If the college is interested in continuing to serve the

communities these grants assist, then it must invest the resources it needs to sustain these programs after funding ends, like the staff that provide grant support and services.

### Bargaining Updates:

On Friday, November 22<sup>nd</sup>, the WPEA submitted a Complaint for Declaratory and Injunctive Relief against the State of Washington, Jay Inslee, OFM, and the 13 Community and Technical College's in the WPEA Higher Education Bargaining Coalition, for allegations of bad faith bargaining during the recent bargaining sessions for 2025-2027.

OFM, the representative of the state agencies bargaining, including Clark College, continues to deny WPEA members the right to bargain their contract in good faith. We believe that the Clark College President, along with the 12 other coalition college President's, can push OFM, the agency they pay to represent them at the bargaining table, to get back to the table and bargain a contract for the next biennium.

It was very disappointing to hear during our last meeting with the Dr. Edwards, that she must consider "both sides" of this bargaining issue, when we asked for her support. The resistance from our President to support living wages for classified represented employees shows support for OFM's tactics. To quote Kathleen Phair Barnard, Counsel for WPEA, "The application of a financial test to the contract is for the legislative branch, not the executive, and here the executive branch has usurped the legislature's prerogative and cut the parties off from legislative scrutiny by its failure to timely continue to bargain for a two-year agreement." Clark College must advocate for its needs to OFM, not placate them. OFM does not deal with the consequences of the high turnover and low morale Clark sees from the low wages it pays its classified staff. We are offering you the opportunity to stand with us, because there is no Clark College without the staff that supports its operations.

We'd like to end our report with a quote from Heather McGhee's book, *The Sum of Us: What Racism Costs Everyone and How We Can Prosper Together*, that summarizes our thoughts on the current state of staffing concerns and bargaining, "It's often unconscious, but their perception of The Other as undeserving is so important to their perception of themselves as deserving that they'll tear apart the web that supports everyone, including them."

## Clark College Foundation Report

December 2024



Dear Clark College Trustees,

The Clark College Foundation continues to support transformative opportunities for Clark College students and the broader community. Here are key highlights from the last two months:

### 1. **A Scholarship Celebration: A Record-Setting Year**

The Foundation hosted its Annual Event, "*A Scholarship Story*," which brought together nearly 400 attendees, including students, donors, faculty, staff, and community members, to celebrate the power of scholarships. This year, the Foundation is set to distribute over **\$2 million in scholarships**, marking the highest total in our history.

### 2. **Fundraising Milestones and Focused Support**

The Foundation surpassed the **\$1 million mark** in fundraising for this fiscal year. Key areas of donor investment include the newly established **Clark College Student Support and Innovation Funds** and the **Clark Fund**, which provide critical resources for broad initiatives that enhance student success and college operations.

### 3. **Innovation Fund Pilot Launch**

In November, the new **Clark College Innovation Fund** launched its pilot application process, receiving over 30 submissions from faculty and staff. A selection committee of faculty, staff, and Foundation representatives is currently reviewing applications, and award announcements will be made soon. This fund underscores our commitment to fostering creativity and impactful projects across the college.

### 4. **Introducing Penguin Partners Magazine**

November marked the debut of the revamped **Penguin Partners magazine**, a fresh take on the previous *Partners* publication. The new magazine emphasizes stories that bridge Clark College with the Southwest Washington community, uniting the Penguin Nation. Released in both print and digital formats, the publication will appear biannually, with issues in the fall and spring.

## 5. **Advancing the Boschma Farms Vision**

The Foundation team has been working closely with industry leaders to align fiscal and workforce development support for the upcoming **Advanced Manufacturing Building** at Boschma Farms. This partnership ensures students and academics benefit from cutting-edge resources while building strong connections with the local economy.

## **Financial Update**

Included with this report is the latest **Clark College Foundation Financial Dashboard**, which reflects our continued progress and alignment with fiscal goals.

Thank you for your ongoing support and partnership. On behalf of the Foundation, we wish you a joyful holiday season!

Sincerely,

Calen Ouellette  
CEO, Clark College Foundation



# Financial Dashboard as of October 31, 2024

## Contributions/Donations Received

1973 - Present

	Year to Date	6/30/2024	6/30/2023	6/30/2022	Life to date
Unrestricted	\$ 298,382	\$ 646,338	\$ 434,388	\$ 986,602	
Temp. Restricted	240,688	1,672,093	1,198,387	1,138,094	
Perm. Restricted	200,043	400,138	679,338	2,576,066	
<b>Total</b>	<b>\$ 739,113</b>	<b>\$ 2,718,569</b>	<b>\$ 2,312,113</b>	<b>\$ 4,700,762</b>	<b>\$ 117,216,507</b>

Year to date	6/30/2024	6/30/2023	6/30/2022	1973 - Present
Unrestricted Temp Restricted	Unrestricted Temp Restricted	Unrestricted Temp Restricted	Unrestricted Temp Restricted	Life to date

## College Support Expended

Program	\$ 56,895	264,077	\$ 1,149,848	\$ 1,891,220	\$ 1,156,991	\$ 1,743,837	\$ 1,087,791	\$ 1,573,765	\$ 52,225,003
Student assistance & admin supp.	33,556	\$ 517,528	34,594	1,665,955	8,513	1,255,884	5,932	1,118,349	19,327,688
Capital projects-NC/STEM/Dent. Hyg./Oth.	-	-	-	-	-	-	-	-	15,612,791
Boschma Farms land acquisition	-	-	-	-	-	-	-	-	4,306,786
<b>Total</b>	<b>\$ 90,451</b>	<b>\$ 781,606</b>	<b>\$ 1,184,442</b>	<b>\$ 3,557,175</b>	<b>\$ 1,165,504</b>	<b>\$ 2,999,721</b>	<b>\$ 1,093,723</b>	<b>\$ 2,692,114</b>	<b>\$ 91,472,267</b>

## Student financial assistance

	YTD	FY 24	FY 23	FY 22	FY 21
Number of students receiving awards	453	597	535	550	611
Clark College Students (Fall excl. Running Start)	7,006	6,643	5,537	5,983	6,220

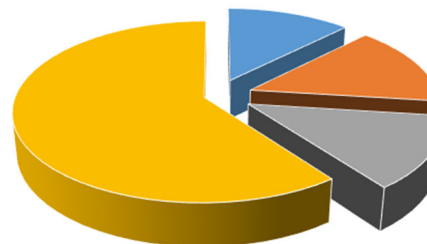
Cost of tuition (2024-2025).  
12 credits for 3 qtrs. = \$4,416.

Lower division courses. WA  
resident. Excludes books or  
class fees.

## Net Assets by Type

Unrestricted	\$ 14,702,241
Board Restricted	17,639,416
Temporarily Restricted	15,563,585
Permanently Restricted	72,629,236
<b>Net Assets</b>	<b>\$ 120,534,478</b>

## Net Assets by Type



- Unrestricted
- Board Restricted
- Temporarily Restricted
- Permanently Restricted

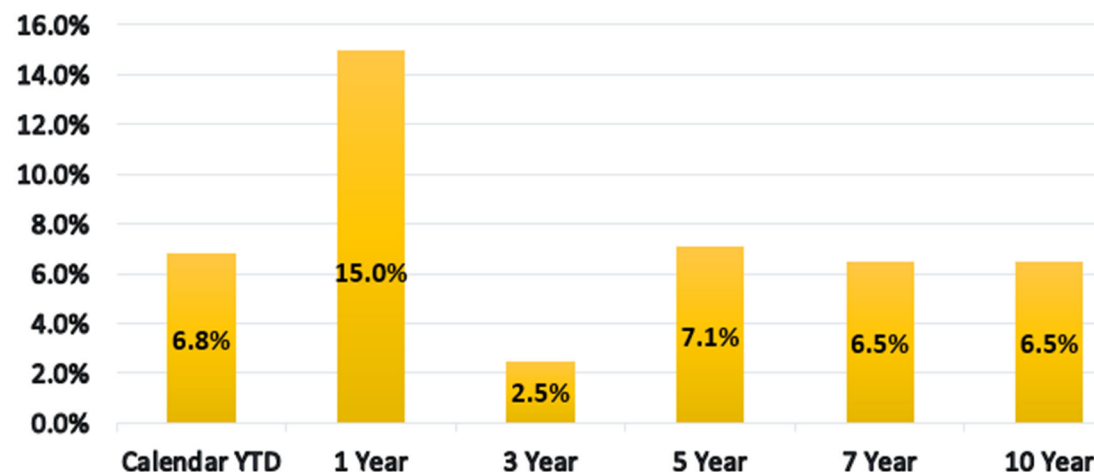
<b>Unrestricted Net Assets</b>	Year to date	6/30/2024	6/30/2023	6/30/2022	6/30/2021
<b>Assets</b>					
Cash	\$ 13,365	\$ 10,809	\$ 322,468	\$ 169,678	\$ 157,507
Investments	4,558,040	5,613,488	5,413,192	6,237,164	7,731,091
Receivables	179,408	178,411	171,564	178,201	217,868
Prepays/Deposits/Other Assets	280,130	299,348	216,314	241,305	288,315
Land/building/equipment	10,379,721	10,373,429	10,392,477	10,364,804	10,319,160
<b>Liabilities</b>					
A/P/Other Liabilities	(708,423)	(1,263,281)	(1,110,944)	(1,035,748)	(896,757)
Note Payable	-	-	-	-	(338,997)
	<u>\$ 14,702,241</u>	<u>\$ 15,212,204</u>	<u>\$ 15,405,071</u>	<u>\$ 16,155,404</u>	<u>\$ 17,478,187</u>

### Projected - Liquid Unrestricted Net Assets Available

6/30/2024	270,000
6/30/2025	245,000
6/30/2026	220,000
6/30/2027	200,000
6/30/2028	180,000

\*Excludes operational  
reserve of \$1,300,000.

## Investment Pool Returns (Losses)



## Endowment

### Distribution Details

	FY 25	FY 24	FY 23	FY 22	FY 21
College Program	\$ 1,563,852	\$ 1,758,440	\$ 1,644,434	\$ 1,409,123	\$ 1,364,992
Unrestricted	3,140,997	2,704,186	2,660,664	2,462,113	2,421,451
College Program Reserves	57,189	138,066	165,992	73,002	95,217
	<u>\$ 4,762,038</u>	<u>\$ 4,600,692</u>	<u>\$ 4,471,090</u>	<u>\$ 3,944,238</u>	<u>\$ 3,881,660</u>





# BALANCE SHEET

## (STATEMENT OF FINANCIAL POSITION)

For the Period Ended:

		October 31, 2024	June 30, 2024	October 31, 2023
<b>ASSETS</b>				
Cash	A	\$ 13,365	\$ 10,809	\$ 181,135
Investments	B	105,005,917	102,835,950	96,460,199
Assets Held in Trust	C	5,810,789	5,822,863	4,854,033
Receivables	D	1,296,475	1,265,926	1,681,904
Other Assets		280,130	299,348	214,390
Fixed Assets		10,379,721	10,373,429	10,386,324
<b>TOTAL ASSETS</b>		<b>\$ 122,786,397</b>	<b>\$ 120,608,325</b>	<b>\$ 113,777,986</b>
<b>LIABILITIES &amp; FUND BALANCES</b>				
<b>LIABILITIES</b>				
Current Liabilities	A	\$ 666,581	\$ 1,399,770	\$ 782,181
Liabilities-Assets Held in Trust	C	1,585,339	1,666,934	1,468,995
<b>TOTAL LIABILITIES</b>		<b>\$ 2,251,919</b>	<b>\$ 3,066,705</b>	<b>\$ 2,251,176</b>
<b>NET ASSETS</b>				
Unrestricted Fund Balance	E	\$ 32,341,657	\$ 32,212,354	\$ 29,856,856
Temporarily Restricted Fund Balance	E	15,563,585	15,436,108	14,808,158
Permanently Restricted Fund Balance	E	72,629,236	69,893,158	66,861,797
<b>NET ASSETS</b>		<b>\$ 120,534,478</b>	<b>\$ 117,541,620</b>	<b>\$ 111,526,811</b>
<b>TOTAL LIAB &amp; FUND BALANCES</b>		<b>\$ 122,786,397</b>	<b>\$ 120,608,325</b>	<b>\$ 113,777,986</b>



## **BALANCE SHEET**

### **(STATEMENT OF FINANCIAL POSITION)**

**For the Period Ended: October 31, 2024**

#### **Explanation of Variances**

- A Change due to timing of cash payments and donations. As donations are deposited, invoices are processed and checks issued, we end a month with varying levels of cash and liability balances.
- B The investment balance is impacted by inflows (donations), outflows (college support and foundation expenses) and cumulative realized and unrealized gains/losses. The investment pool recorded 15.0% gain for the previous 12 months. See financial dashboard for additional investment pool performance measures.
- C Increase in Assets Held in Trust the result of market gains and a donor transferring a condo into an existing charitable trust. The condo was sold and proceeds reinvested. The additional trust donation also increased Liabilities - Assets Held in Trust which represents future payments to the donor.
- D Reduction in receivables primarily due to \$500,000 payment on culinary pledge.
- E Changes in Net Assets based on net income (loss) over the prior period. See income statement page for review of revenue/expenses.



## INCOME STATEMENT (STATEMENT OF ACTIVITIES)

		For the Four Months Ending October 31, 2024				October 31, 2023
		Unrestricted	Temp Restricted	Perm Restricted	Total	Total
<b>REVENUE (Excluding Investments)</b>						
Cash Donations (Including Scholarships)	A	\$ 298,164	\$ 240,688	\$ 200,043	\$ 738,896	\$ 668,429
In-Kind Donations		218	-	-	218	31
Income - Sponsorships & Fundraising		6,350	25,623	-	31,973	26,417
Income - Operations		22,837	30,000	-	52,837	51,817
<b>Total REVENUE (Excluding Investments)</b>		<b>\$ 327,569</b>	<b>\$ 296,311</b>	<b>\$ 200,043</b>	<b>\$ 823,924</b>	<b>\$ 746,694</b>
<b>EXPENSES (UNRESTRICTED)</b>						
Wages/Benefits/PR Taxes	B	\$ 757,490	\$ -	\$ -	\$ 757,490	\$ 640,570
Professional & Service Provider Fees		106,885	-	-	106,885	109,153
College Capital & Program Support	C	56,895	-	-	56,895	84,458
Software/Support & Website		42,238	-	-	42,238	36,287
Scholarship Management/Support	D	33,556	-	-	33,556	5,312
Travel/Lodging		28,052	-	-	28,052	27,661
Printing/Copying		21,452	-	-	21,452	25,915
Operating Agreement/In Kind Expense		19,362	-	-	19,362	19,362
Catering/Meetings	E	17,294	-	-	17,294	37,164
Insurance		16,288	-	-	16,288	16,400
Occupancy (Utilities & Maint & Repair)		11,771	-	-	11,771	11,624
Staff Development		7,578	-	-	7,578	5,289
Taxes/Licenses/Registrations		5,577	-	-	5,577	5,325
Supplies/Recruit/Misc./Transfers		4,564	-	-	4,564	14,661
Advertising/Awards/Prizes		3,626	-	-	3,626	729
Thank/Honor/Remember		3,046	-	-	3,046	1,549
Publications/Dues		2,923	-	-	2,923	1,949
Postage	F	2,049	-	-	2,049	16,318
Entrance Fees/Green Fees/Rentals		-	-	-	-	1,252
Depreciation		8,928	-	-	8,928	11,316
<b>Total EXPENSES (UNRESTRICTED)</b>		<b>\$ 1,149,574</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,149,574</b>	<b>\$ 1,072,291</b>

		For the Four Months Ending October 31, 2024				October 31, 2023
		Unrestricted	Temp Restricted	Perm Restricted	Total	Total
<b>EXPENSES (RESTRICTED)</b>						
Student Financial Assistance	G	\$ -	\$ 517,528	\$ -	\$ 517,528	\$ 498,841
Supplies	H	-	113,420	-	113,420	71,790
Stipends/Fees/Temp Services	I	-	63,639	-	63,639	88,927
Advertising/Awards/Prizes		-	26,030	-	26,030	25,751
Travel/Lodging		-	19,471	-	19,471	11,459
Staff Development		-	17,801	-	17,801	27,814
Catering/Meetings	J	-	7,042	-	7,042	39,199
Publications/Dues	K	-	6,490	-	6,490	23,864
Thank/Honor/Remember		-	4,061	-	4,061	1,906
Professional & Service Provider Fees		-	3,582	-	3,582	9,741
Entrance Fees/Green Fees/Rentals		-	1,165	-	1,165	6,162
Taxes/Licenses/Registrations		-	592	-	592	271
Printing/Copying		-	544	-	544	2,001
Occupancy (Utilities & Maint & Repair)	L	-	198	-	198	13,462
Postage		-	43	-	43	-
<b>Total EXPENSES (RESTRICTED)</b>		<b>\$ -</b>	<b>\$ 781,606</b>	<b>\$ -</b>	<b>\$ 781,606</b>	<b>\$ 821,187</b>
<b>Total EXPENSES</b>		<b>\$ 1,149,574</b>	<b>\$ 781,606</b>	<b>\$ -</b>	<b>\$ 1,931,179</b>	<b>\$ 1,893,478</b>
<b>NET INCOME (LOSS) Excl Investments</b>		<b>\$ (822,004)</b>	<b>\$ (485,294)</b>	<b>\$ 200,043</b>	<b>\$ (1,107,255)</b>	<b>\$ (1,146,784)</b>
<b>INVESTMENT INCOME (LOSS)</b>						
Interest/Dividends	M	\$ 143,745	\$ 99,325	\$ 260,399	\$ 503,470	\$ 356,446
Realized Investment Income (Loss)	M	578,443	253,599	1,647,874	2,479,916	(28,225)
Unrealized Investment Income (Loss)	M	229,120	236,479	616,701	1,082,299	(2,474,847)
Change in Value-Split Interests		-	23,368	11,060	34,428	10,056
<b>Total INVESTMENT INCOME (LOSS)</b>		<b>\$ 951,307</b>	<b>\$ 612,771</b>	<b>\$ 2,536,035</b>	<b>\$ 4,100,113</b>	<b>\$ (2,136,570)</b>
<b>NET INCOME (LOSS)</b>		<b>\$ 129,303</b>	<b>\$ 127,477</b>	<b>\$ 2,736,078</b>	<b>\$ 2,992,858</b>	<b>\$ (3,283,354)</b>



## INCOME STATEMENT (STATEMENT OF ACTIVITIES)

For the Four Months Ending October 31, 2024

### Explanation of Variances

- A Donations increased \$70,000 over the same period last year. Cultivation efforts are underway with significant gift and grant proposals being reviewed by potential donors.
- B Increase in the current year due to a new scholarship associate position, full year of communications manager, 4% COLA/market adjustments, and budgeted increase in benefits.
- C College Capital & Program Support decreased \$28,000 compared to the same period last year. In the prior year, the college made expenditures related to faculty/staff development and IT equipment that has not occurred in the current year.
- D Scholarship Management/Support increased compared to the same period last year. Increase due to the expenses related to the Scholarship Reception/Gala.
- E Decrease in Catering/Meetings, compared to the prior year, due to reduced expenses associated with staff retreat meals and Conversation Event dinner expenses.
- F Decrease in postage expenses due to timing of mailings. Expenses expected to increase as the year progresses.
- G Student Financial Assistance increased \$19,000 over prior year due to increase in scholarship funding and awards.
- H Increase in Supplies primarily a result of laptops purchased through the student success fund for digital arts classes and a scoreboard for the softball field.
- I Decrease in college stipends/fees expenses due to timing of payments in the current year. Expenses expected to increase as the year progresses.
- J Decrease in Catering/Meetings from the prior year due to food/venue costs for the scholarship reception (coded to Scholarship Management/Support in the current year) and college department gatherings/events.
- K In the prior year the library purchased a McGraw Hill subscription totaling \$23,000. A similar purchase has not been made in the current year.
- L In the prior year the college incurred expenses of \$13,000 to prune cherry trees on the main campus. A similar expense has not occurred in the current year.
- M Investment income reflects year to date cumulative realized and unrealized gains/losses. The investment pool recorded a 15.0% gain for the previous 12 months. See financial dashboard for additional investment pool performance measures.

General item: The income statement includes all financial activities that flow through the foundation. These include foundation operations and college expenditures (program, scholarships and capital expenditures).



## Clark College Foundation OPERATIONAL BUDGET COMPARISON

For the Four Months Ending: October 31, 2024

		<u>YTD Actual</u> <u>Thru 10/31/2024</u>	<u>Budget to Date</u> <u>Thru 10/31/2024</u>	<u>YTD</u> <u>Variance</u>	<u>%</u> <u>Variance</u>
<b>INCOME</b>					
Endowment Distributions (Unrestricted)	<b>A</b>	\$ 1,046,999	\$ 1,046,999	\$ -	0.0%
Unrestricted Fundraising	<b>B</b>	259,144	210,000	49,144	23.4%
Administrative Fee Income	<b>B</b>	39,020	66,667	(27,647)	-41.5%
Sponsorship Revenue		6,350	16,667	(10,317)	-61.9%
Trustee Fee Income		3,476	5,667	(2,191)	-38.7%
		<u>\$ 1,354,989</u>	<u>\$ 1,345,999</u>	<u>\$ 8,990</u>	<u>0.7%</u>
<b>OPERATIONAL EXPENSES</b>					
Salaries, Wages & Benefits		\$ 757,490	\$ 759,952	\$ 2,462	0.3%
<b>Advancement</b>					
Software/Publications/Dues		\$ 33,778	\$ 30,319	\$ (3,459)	-11.4%
Service Provider Fees		21,544	20,301	(1,243)	-6.1%
Printing/Copying		14,561	9,000	(5,561)	-61.8%
Staff Development		5,373	6,350	977	15.4%
Professional Fees		5,088	11,800	6,712	56.9%
Travel/Lodging		4,197	11,800	7,603	64.4%
Catering/Meetings		2,180	11,643	9,463	81.3%
Postage		1,388	6,433	5,045	78.4%
Supplies/Misc.		598	5,028	4,430	88.1%
Thank/Honor/Remember		344	1,167	823	70.5%
Advertising/ Awards/Prizes		-	1,367	1,367	100.0%
		<u>\$ 89,051</u>	<u>\$ 115,208</u>	<u>\$ 26,157</u>	<u>22.7%</u>

**External Relations**

		YTD Actual Thru 10/31/2024	Budget to Date Thru 10/31/2024	YTD Variance	% Variance
Service Provider Fees	C	\$ 18,522	\$ 29,973	11,451	38.2%
Software/Publications/Dues		5,675	4,447	(1,228)	-27.6%
Advertising/ Awards/Prizes		3,626	13,153	9,527	72.4%
Catering/Meetings		1,037	9,667	8,630	89.3%
Postage		614	4,167	3,553	85.3%
Supplies/Misc.		333	2,533	2,200	86.9%
Printing/Copying	C	211	11,400	11,189	98.1%
Travel/Lodging		4	2,000	1,996	99.8%
Staff Development		-	2,167	2,167	100.0%
Thank/Honor/Remember		-	533	533	100.0%
		<u>\$ 30,022</u>	<u>\$ 80,040</u>	<u>\$ 50,018</u>	<u>62.5%</u>
<b>Administration</b>					
Professional Fees		\$ 52,345	\$ 43,513	\$ (8,832)	-20.3%
Travel & Lodging	D	23,851	9,450	(14,401)	-152.4%
Serv. Prov. Fees/Publications/Taxes		18,696	11,632	(7,064)	-60.7%
Catering/Meetings		14,077	14,032	(45)	0%
Insurance		10,594	10,768	174	1.6%
Occupancy		8,711	11,512	2,801	24.3%
Printing/Copying/Graphics		6,681	4,050	(2,631)	-65.0%
Supplies/Postage/Recruiting	E	6,381	18,273	11,892	65.1%
Software & Support		5,035	6,736	1,701	25.2%
Staff Development & Continue Ed		2,205	2,107	(98)	-4.7%
		<u>\$ 148,576</u>	<u>\$ 132,072</u>	<u>\$ (16,504)</u>	<u>-12.5%</u>
<b>TOTAL OPERATIONAL EXPENSES</b>		<u>\$ 1,025,139</u>	<u>\$ 1,087,272</u>	<u>\$ 62,133</u>	<u>5.7%</u>
<b>NET INCOME BEFORE COLLEGE EXPENSES</b>		<u><u>\$ 329,850</u></u>	<u><u>\$ 258,727</u></u>	<u><u>\$ 71,123</u></u>	<u><u>27.5%</u></u>
<b>COLLEGE PROGRAM EXPENSES</b>					

		YTD Actual Thru 10/31/2024	Budget to Date Thru 10/31/2024	YTD Variance	% Variance
College Allocation	F	\$ 38,796	\$ 100,000	\$ 61,204	61.2%
Scholarship Management/Event		33,556	37,442	3,886	10.4%
		<u>\$ 72,352</u>	<u>\$ 137,442</u>	<u>\$ 65,090</u>	<u>47.4%</u>
NET INCOME (EXPENSE)		<u>\$ 257,498</u>	<u>\$ 121,286</u>	<u>\$ 136,213</u>	<u>112%</u>





**Clark College Foundation**  
**OPERATIONAL BUDGET COMPARISON**  
**For the Four Months Ending: October 31, 2024**

**Explanation of Variances**

- A** Represents funds distributed from endowment investments for the 2024/2025 operational budget.
- B** The budget anticipated \$210,000 and \$67,000 in unrestricted fundraising and gift fee revenue, respectively. To date, \$259,000 and \$39,000 has been recorded in unrestricted fundraising and gift fee revenue, respectively.
- C** Service Provider Fees and Printing/Copying under budget as communication and marketing strategies planned for the year have not yet taken place. Variance expected to decrease in the coming months.
- D** Travel & Lodging is over budget due to the timing of board retreat expenses. The budget assumes a pro rata expense over 12 months of the year however the retreat expenses occurred within the first three months of the year. This variance will decrease as the year progresses.
- E** Supplies/Postage under budget as the purchase of furniture has not happened yet. Variance expected to decrease in the coming months.
- F** College program funds are lower than budgeted due to timing but expected to increase through the remainder of the year.

General item: The operational budget includes only expenditures from unrestricted funds. This includes foundation operations and board approved college expenditures.



## Title III

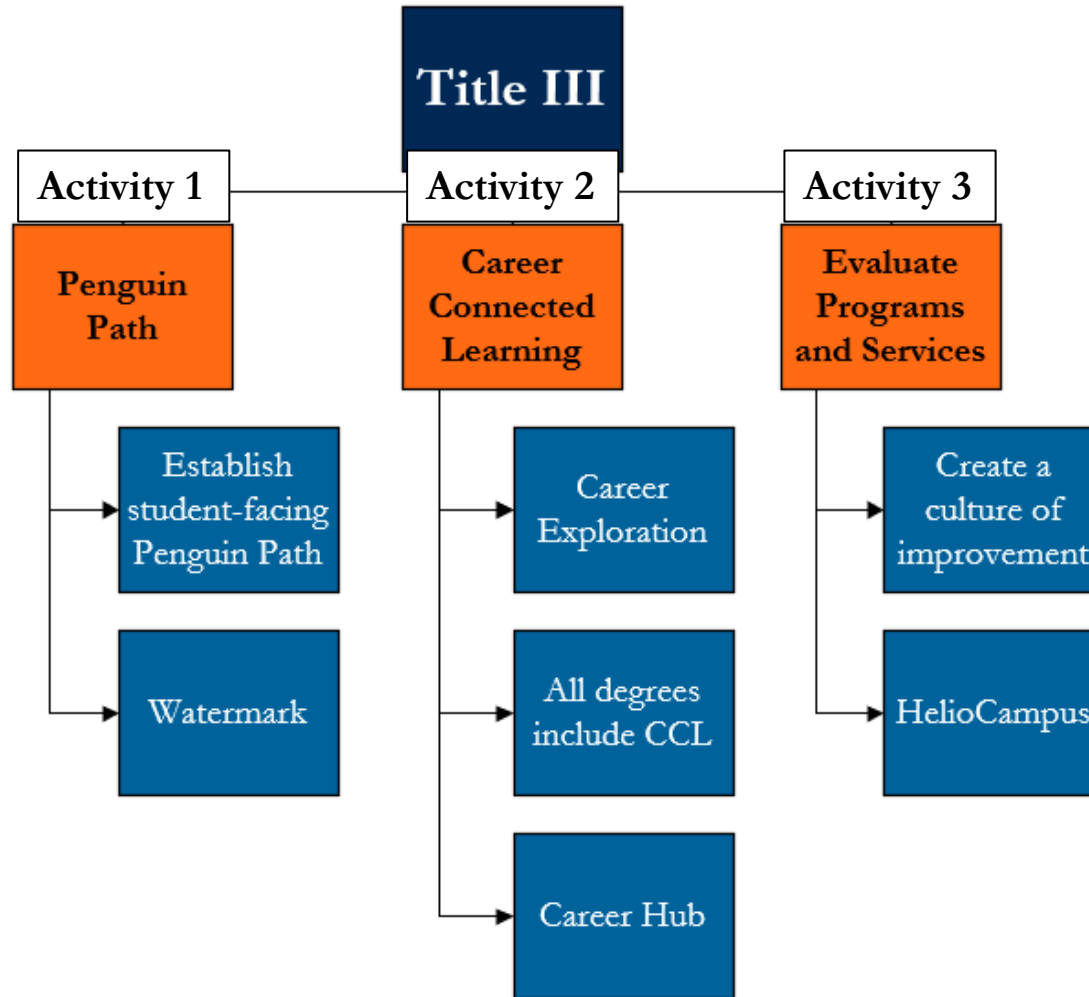
*Increasing Completion through Data-Informed,  
Technology-Enabled Career Pathways*

Fall 2024

# Outcomes of Grant

- Retention +10%
- Enrollment +5%
- Completion +10%

# Activities Overview





# Penguin Success Path\*

*An intentional path to student success & goal completion*

**Student OUTCOMES at each phase of the Clark experience– What YOU will do:**

## OUTREACH

- Prospective students are aware of Clark, its opportunities and leave feeling positive about the college, wanting to explore further.

Pre-admit

## PREPARE

- Entering students will assess their readiness and be PREPARED for success on day one of classes

Pre-enrollment  
0-15

## ENGAGE

- Students will actively ENGAGE with Clark faculty, staff, and students and explore program options during first one to two terms of attendance

0-30 credits or  
0-30% complete

## COMMIT

- Students will COMMIT to a program of study by the end of the 2<sup>nd</sup> term (30%) and proactively support their own progress towards completion

30-75 credits or  
30-80% complete

## ACHIEVE

- Students will successfully ACHIEVE their educational goals (transfer, certificate, AA, BAS) and establish a plan for life after Clark

75+ credits or  
80-100% complete

## THRIVE

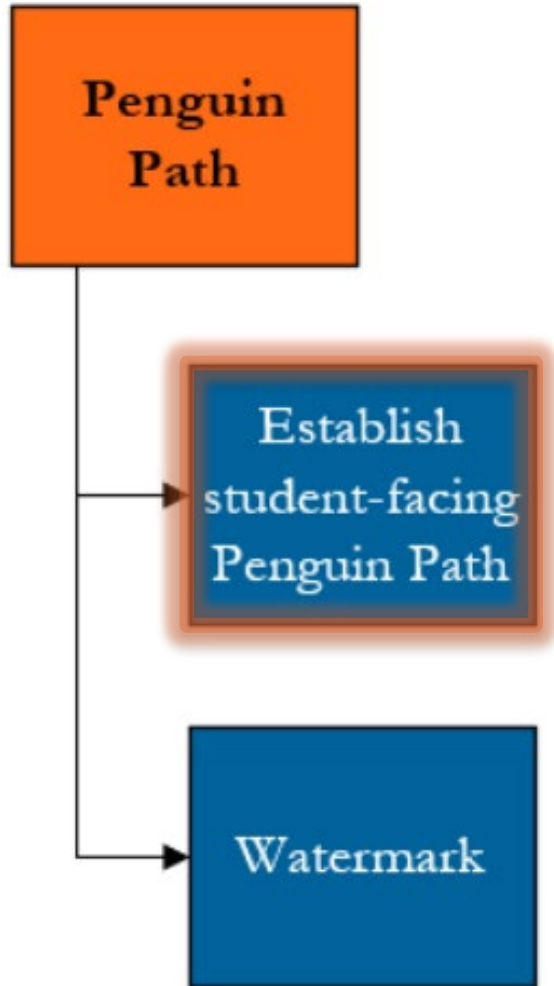
- Students will celebrate completion and THRIVE as members of the workforce, active participants in society, & lifelong learners

Lifelong learning  
Alumni Engagement

**Equitable Student Experience**

**Community Partners Engagement**

# Activity 1



*By Sept 2028, 80% of student support departments' business processes are integrated within the PenguinPath to support students.*

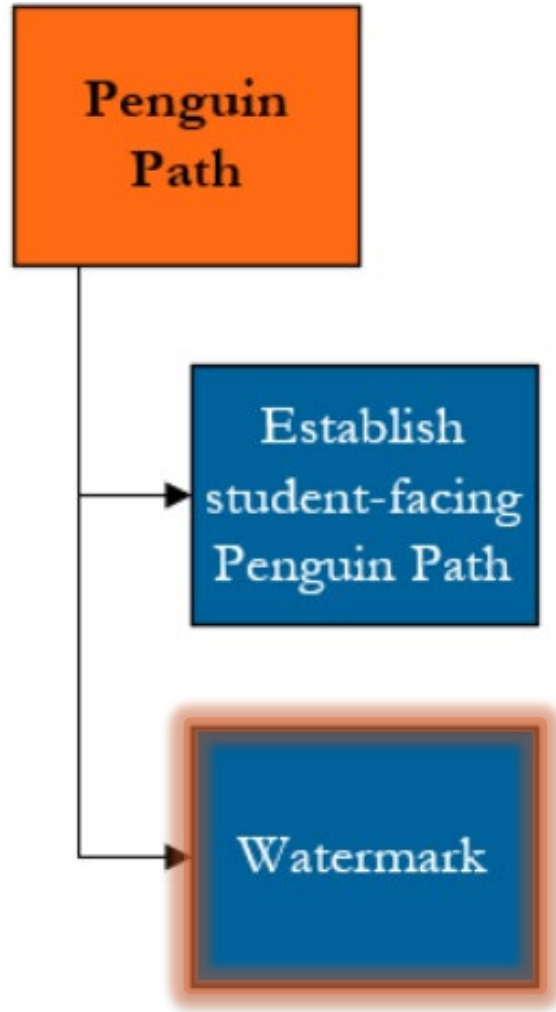
Now:

- Identifying strategic and tactical approaches cross-functionally
- Focus groups

Soon:

- Work groups
- Analysis and possible survey

# Activity 1 cont.



*By Sept 2028, 90% of enrolled students know about, and access to, coordinated support services through PenguinPath.*

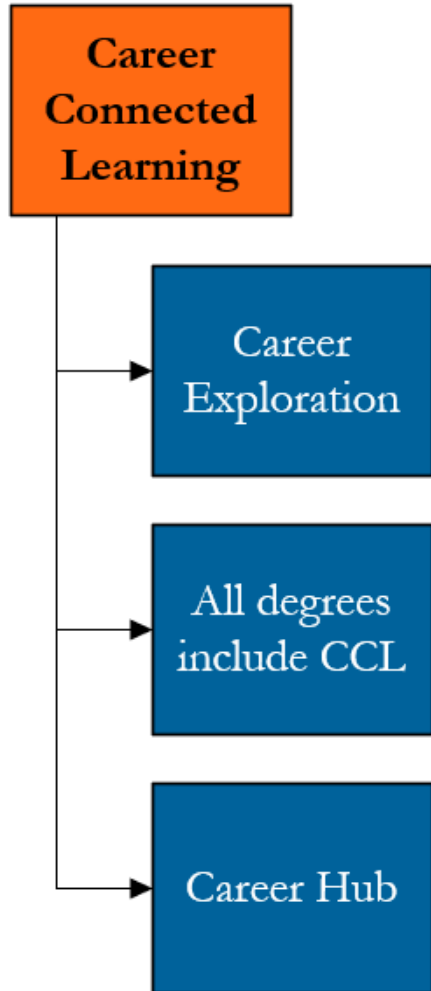
Now:

Populating with institutional data

Soon:

Configuration

# Activity 2



*By Sept 2028, 100% of degree programs have identified career-connected learning opportunities, with 35% of degree programs with work-based learning opportunities.*

Now:

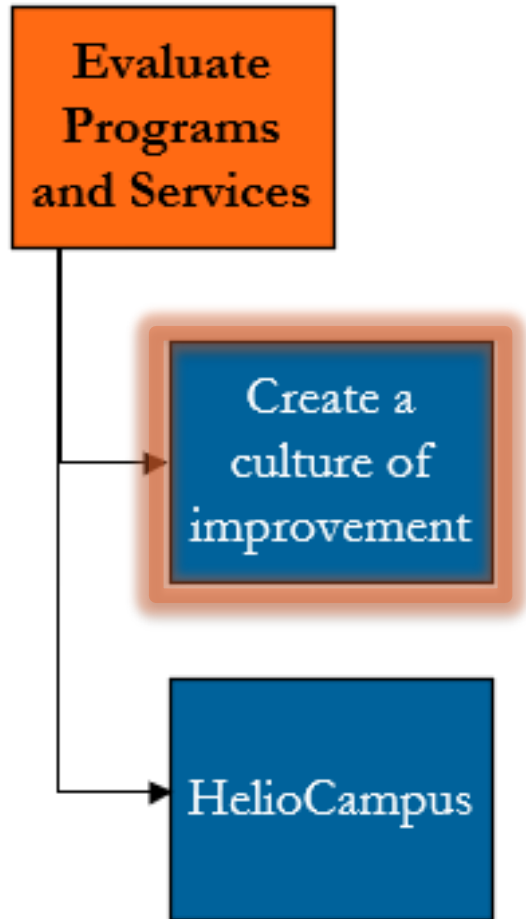
Faculty visits

Soon:

Build out Career Hub



# Activity 3



*By Sept 2028, develop, pilot, and institutionalize assessment processes for 100% of departments/services*

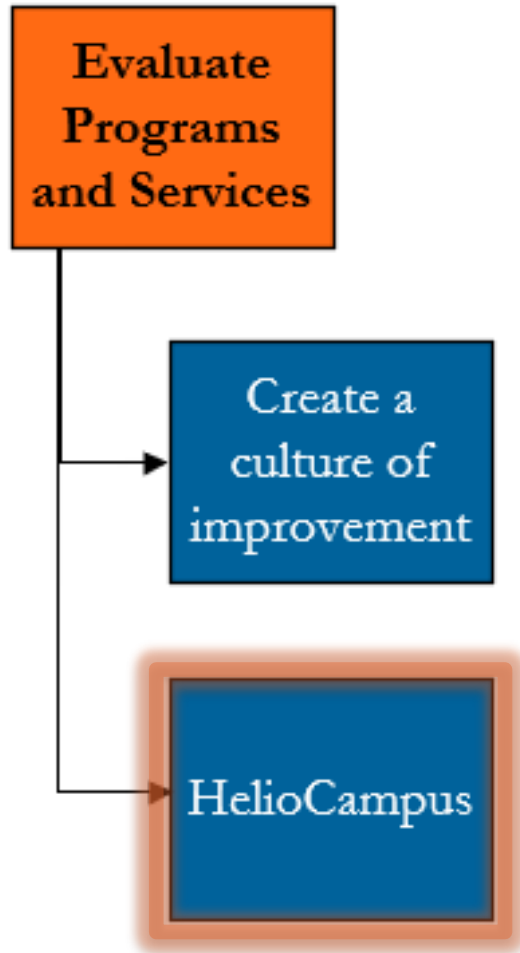
Now:

Meeting with individual departments

Soon:

Follow-up with departments

# Activity 3 cont.



*By Sept 2028, develop, pilot, and institutionalize assessment processes for 100% of departments/services*

Now:

HelioCampus data assurance

Soon:

Pilot



Questions?

Thank you!

# Clark College - Budget Status Report

## October 31, 2024

Sources of Funds (Revenues)	2024-25 Budget	Revenues to Date	Difference	% Budget Received
<b><u>Operating Accounts</u></b>				
State Allocation	54,878,904	13,047,415	(41,831,489)	23.8%
Tuition & ABE	16,707,190	7,149,646	(9,557,544)	42.8%
Running Start	14,126,788	3,990,516	(10,136,272)	28.2%
Planned use of prior fund balance	639,989	-	(639,989)	0.0%
Dedicated, matriculation, tech, cont ed	5,030,770	2,341,482	(2,689,288)	46.5%
<b>Total Operating Accounts</b>	<b>91,383,641</b>	<b>26,529,059</b>	<b>(64,854,582)</b>	<b>29.0%</b>
<b><u>Other Accounts</u></b>				
Grants	3,878,364	916,305	(2,962,059)	23.6%
Contracts	2,219,342	503,813	(1,715,529)	22.7%
Internal Support & Agency Funds	1,106,142	621,658	(484,484)	56.2%
ASCC	2,544,256	769,614	(1,774,642)	30.2%
Bookstore	2,546,033	1,075,067	(1,470,966)	42.2%
Parking	318,577	130,232	(188,345)	40.9%
Auxilliary Services	2,417,142	1,766,115	(651,027)	73.1%
Financial Aid	23,880,085	10,514,379	(13,365,706)	44.0%
<b>Total Other Accounts</b>	<b>38,909,941</b>	<b>16,297,184</b>	<b>(22,612,757)</b>	<b>41.9%</b>
<b>Total Sources of Funds</b>	<b>130,293,582</b>	<b>42,826,242</b>	<b>(87,467,340)</b>	<b>32.9%</b>

Uses of Funds (Expenses)	2024-25 Budget	Encumbrances Expenditures to Date	Difference	% Budget Spent
<b><u>Operating Accounts</u></b>				
President	2,221,491	382,190	1,839,301	17.2%
Vice President of Diversity, Equity & Inclusion	1,300,430	325,342	975,088	25.0%
Vice President of Instruction	57,263,042	14,960,958	42,302,084	26.1%
Vice President of Operations	11,950,488	4,433,152	7,517,336	37.1%
Vice President of Student Affairs	10,597,554	3,596,119	7,001,435	33.9%
Chief Information Officer	5,970,160	2,071,917	3,898,243	34.7%
Vice President of Human Resources and Compliance	2,080,476	954,578	1,125,898	45.9%
Bank fees/cc fees/revolving funds	-	39,925	(39,925)	0.0%
<b>Total Operating Accounts</b>	<b>91,383,641</b>	<b>26,764,181</b>	<b>64,619,460</b>	<b>29.3%</b>
<b><u>Other Accounts</u></b>				
Grants	3,878,364	971,192	2,907,172	25.0%
Contracts less Running Start	2,219,342	882,791	1,336,551	39.8%
Internal Support & Agency Funds	1,106,142	788,531	317,611	71.3%
ASCC	2,544,256	879,190	1,665,066	34.6%
Bookstore	2,546,033	2,111,234	434,799	82.9%
Parking	318,577	110,373	208,204	34.6%
Auxilliary Services	2,417,142	1,111,897	1,305,245	46.0%
Financial Aid	23,880,085	10,704,113	13,175,972	44.8%
<b>Total Other Accounts</b>	<b>38,909,941</b>	<b>17,559,319</b>	<b>21,350,622</b>	<b>45.1%</b>
<b>Total Uses of Funds</b>	<b>130,293,582</b>	<b>44,323,500</b>	<b>85,970,082</b>	<b>34.0%</b>
<b>Difference - Excess (Deficiency)</b>	<b>-</b>	<b><u>(1,497,258)</u></b>		

c. Dr. Karin Edwards, Sabra Sand, Vanessa Neal, Nicole Rogers-Marcum, Julie Taylor, Terry Brown  
e. Michele Cruse, Sudha Frederick, Brad Avakian, Scott Headley, Ash Kingsland, Darci Feider, Tanya Kerr  
Linda Tuve 11/14/24