



**BUS/BASAM-MINUTES**  
**April 29, 2025, at 4:30 PM**  
**Zoom**

**Members Present:** Ken Torre (Committee Chair), CEO, Superior Court, Contra Costa County, CA (ret), San Jose City College; Oscar Novelo (Vice-Chair), Senior Business Finance Officer, Prosper Portland; David Dagan, VP Operations, Key King; Mari Jessip, Office Manager, Miller Nash Graham & Dunn LLP; Raj LamiChhane, Case Manager II, Columbia River Mental Health Services; John Regino, Principal, Modern Research Systems; Erin Lynch, Senior Recruiter, Neil Jones Food Company

**Guests:**

**Members Absent:** Natasha Hill, Assistant Program Manager, Berkshire Hathaway; Holli Ryan-Kalaleh, Business and Marketing Program Supervisor, Office of the Superintendent of Public Instruction; Chandra Chase, VP Marketing and Communications, YWCA Clark County; Aurora Gomez, Freelance Medical Spanish Interpreter; Vonne Fuller, Contract Specialist, USDA Forest Service

**Labor Representative:**

**Clark College:** Drew Johnson, Business Division Chair, Clark College; Julie Lemmond, Professor of Accounting and Finance, Director BAS - Applied Management, Clark College; Scot Headley, Dean of Business and Health Sciences, Clark College; Mary Evens, Instructor, Clark College; Steve Konrad, Instructor, Clark College; Gibran Zogbi, Instructor, Clark College; Helen Martin, Instructor, Clark College; Elizabeth Flores, Advisory Coordinator, Clark College

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The meeting began at 4:31 PM, and a quorum was met.

**NEXT MEETING DATE**

The committee will meet next on October 14, 2025.

**MINUTES OF THE PREVIOUS MEETING**

The minutes from the previous meeting on January 28, 2025, were approved.

**COLLEGE UPDATES**

Scot shared that the College is going through a regional accreditation visit for the next academic year. The faculty is working hard on assessment work.

Scot discussed the recent changes to the Washington State budget and how it may affect Clark College. The college will not face significant cuts; however, the budget will be tight.

## **DEPARTMENT UPDATES**

Drew discussed that the program's spring numbers have increased and exceeded full-time equivalent projections.

Drew shared that the program has 284 more students they are servicing since last spring. There is a 90% fill rate.

Drew talked about the Business Entrepreneurship Club formed by students and mentioned that instructor Joe Cha has taken on the role of advisor for the club.

Drew shared the Career and Technical Day outcomes, which allowed local high schools a chance to learn about the various programs offered at the college.

Gibran discussed his experience with Career and Technical Day and noted that a lot of students participated this year. The program hosted sessions for roughly 25-30 students. The sessions offered resources and answered questions.

## **BASAM UPDATES**

Julie shared that the program has been running an advertising campaign from February to the present. The program anticipates the numbers for the outcome. The program aims to evaluate advertising needs.

Julie announced graduation dates for current cohorts.

- 13 students will be graduating this June 2025.
- 14 students will be graduating in August 2025.
- 20 students graduating in June 2026
- 23 students graduating in August 2026

Julie discussed the CAP and mentioned that the program reduced some general education capacity from 35 to 30. This will enable more students to enroll and receive support at the pace and time they need.

Ken asked about the BASAM alumni event association.

Julie shared the upcoming event on May 25<sup>th</sup>, 2025.

## **OUTREACH**

Ken discussed adding to the outreach initiative. The outreach committee has utilized the Veteran Resource Center and has worked collaboratively with Donna Larson to support veterans.

Ken was able to connect to the Future Business Leaders of America in the Washougal school district, and they are interested in speaking at events. The committee continues to build a database of businesses and nonprofits.

Ken shared that Aurora Gomez will be speaking at the Noche de Familia resource group at Clark College.

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Ken discussed the importance of sustainability and how we think strategically with a group of partners that will sustain institutional initiative.

Ken discussed a goal to have BUS/BASAM alumni and recruit WSU alumni.

The meeting adjourned at 5:46 pm

Prepared by Elizabeth Flores