



**BUS/BASAM -MINUTES**  
**October 14, 2025, at 4:30 PM**  
**Zoom**

**Members Present:** Ken Torre (Committee Chair) CEO, Superior Court, Contra Costa County, CA (ret) San Jose City College; Angie Samaniego, Program Analyst, CREDC; David Dagan, VP Operations, Key King; Judith Gomez, Freelance Medical Spanish Interpreter; John Region, Principal, Modern Research Systems; Surya Mandapaka, Operations Manager, Amazon; Vonne Fuller, Contract Specialist, USDA Forest Service

**Guests:** Jay Schmidt, Brayden Smith, Maggie Jara, Mariana Gavillon,

**Members Absent:** Erin Lynch, Senior Recruiter, Neil Jones Food Company; Raj LamiChhane, Case Manager II, Columbia River Mental Health Services; Holli Ryan-Kalaleh; Mari Jessup, Office Manager, Miller Nash Graham & Dunn LLP

**Clark College:** Drew Johnson, Business Department Chair, Clark College; Scot Headley, Dean of Business & Health Sciences, Clark College; Julie Lemmond, Director BAS-Applied Management, Professor of Accounting and Finance, Clark College; Elizabeth Flores, Advisory Coordinator, Clark College; Gibran Zogbi, Accounting Professor, Clark College; Helen Martin, Business Administration Professor, Clark College; Mary Evens, Business Administration Professor, Clark College; Niira Krupnick, Career Services, Clark College; Terry Rodriguez, Business Administration Professor, Clark College; Yusufu Kamara, Economics Professor, Clark College

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The meeting began at 4:35 PM, and a quorum was met.

**NEXT MEETING DATE**

The committee will meet next on January 20, 2026, and April 21, 2026

**MINUTES OF THE PREVIOUS MEETING**

The minutes from the previous meeting on April 29, 2025, were approved.

**COLLEGE UPDATES**

Scot discussed the upcoming accreditation process and the tight budget environment the college is preparing to navigate due to formula reallocations related to enrollment. The college is working to manage growth and maintain support for increased enrollment.

Scot announced that Drew Johnson was re-elected as Division Chair.

Scot shared that the college is currently engaged in academic planning, with a draft academic plan expected around the beginning of the year. The initiative was launched by Dr. Terry Brown, Vice President of Instruction, and involves a committee of approximately 30 faculty and staff, on which Drew is serving.

Ken asked about the main components of the plan. Scot noted that the plan will address how the college can effectively serve current and future student populations.

Drew added that the academic plan will cover a five-year period from 2025–2030.

Jay asked how regional accreditation interacts with the State Board accreditation structure. Scot explained the regulatory and accrediting framework and related evaluation processes.

Jay also asked whether DACUM or similar processes were being used at committee levels. Scot described internal processes such as the Curriculum Committee and Outcomes Assessment Committee.

Ken asked whether community, business, and industry members would be invited to provide input on the academic plan. Drew stated that the plan will be distributed to the college community for feedback before going to the Board for approval and will follow up regarding any external community feedback opportunities.

## **DEPARTMENT UPDATES**

Drew reported that the department is currently serving approximately 1,800 students in business courses with a 91% fill rate, noting the importance of mindful scheduling. Enrollment trends are positive.

Over the summer, the department hired adjunct Economics instructor Alyssa Pearson, who brings strong industry experience.

The North Campus in Ridgefield is now open and currently piloting a hybrid ECON 101 course taught by Yusufu, with approximately 10–11 students enrolled. The department is working to balance access for northern residents without requiring unnecessary travel and remains open to expanding first-year course offerings at North Campus to increase community participation.

Drew also noted an increase in online offerings and shared that his current focus is on supporting students and faculty success in virtual learning environments, including ensuring equitable access and support resources.

John asked whether the North Campus courses are primarily for Running Start students and inquired about demographics. Drew shared that enrollment is open to Running Start and adult learners and noted interest in developing additional Running Start-friendly offerings across locations. Brayden shared his positive experience with community engagement and leadership at North Campus.

David asked whether the college currently serves Amazon employees through the Amazon Education Assistance Program. Drew confirmed that there are no participating students at this time.

Surya explained Amazon's Career Choice Program, which funds tuition for qualifying Amazon employees through college partnership agreements and offered to provide additional information if the college is interested in pursuing participation.

## **VICE CHAIR UPDATE**

Ken noted that the committee currently does not have a Vice Chair but committed to submitting a candidate name by November 15 following the subcommittee meeting on November 10. He will follow up with Elizabeth, Scot, and Drew once a selection is made.

## **BASAM UPDATES**

Julie reported that BASAM currently has three active cohorts:

- Fall 2024 cohort finishing in June
- Spring 2025 cohort
- Fall 2025 cohort (new start)

A total of nine courses is currently running, including seven business courses and two general education courses.

For the Spring 2026 start, 15 students have currently been accepted, and applications and inquiries are increasing compared to Spring 2025. Julie anticipates additional enrollments before the term begins.

## **OUTREACH COMMITTEE**

Ken thanked committee members for their continued commitment to the outreach initiative and provided an overview of progress.

The initiative is transitioning toward LinkedIn-based social media engagement, including:

- Life Pathway stories
- Short-form reels and features
- Professional and career-focused content

A second pillar of outreach will focus on life skills content, highlighting selected themes from over 100 identified life-skills topics to support personal development and economic mobility.

Ken described ongoing efforts to strengthen connections with alumni and institutional partners, including outreach to Washington State University (WSU), to help sustain the initiative beyond short-term cycles and create opportunities for mentorship, networking, and community support.

Drew asked whether the outreach marketing campaigns had been coordinated with the college's Marketing Department to ensure alignment with branding and linking requirements. He offered to connect the committee with Marketing staff if needed.

Ken shared that outreach to Marketing has not yet occurred and requested support from Scot and Drew in making connections.

Mariana shared positive experiences working with the Communications Department and offered her support in coordinating future efforts.

## **ACTION ITEMS**

Outreach Committee will continue development of three-year outreach and engagement plan with emphasis on skills-based hiring, mentorship, and economic mobility.

Ken will follow up regarding:

- Committee Vice Chair nomination.

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- Coordination with the Clark College Marketing and Communications on outreach campaigns.

The meeting adjourned at 5:40 PM

Prepared by Elizabeth Flores