

Clark College
Minutes of the Regular Meeting of the Board of Trustees
Wednesday, January 23, 2019
GHL 213

In Attendance

Royce Pollard, Chair
Jane Jacobsen, Vice Chair
Jada Rupley, Trustee
Paul Speer, Trustee
Rekah Strong, Trustee

Administrators

Robert Knight, President
Dr. Sachi Horback, Vice President of Instruction
William Belden, Vice President of Student Affairs
Bob Williamson, Vice President of Administrative Services
Stefani Coverson, Vice President of Human Resources & Compliance
Kevin Witte, Vice President of Economic & Community Development
Rashida Willard, Interim Associate Vice President of Diversity, Equity & Inclusion
Shanda Diehl, Associate Vice President of Planning & Effectiveness
Hannah Erickson, Interim Director of Communications & Marketing
Leigh Kent, Executive Assistant to the President

Others

Jennifer Mankowski-Dixon, Assistant Attorney General
Lisa Gibert, President/CEO Clark College Foundation
Kimberly Sullivan, AHE President
Heather Adams, WPEA
Bryce Regian, ASCC President
Esmeralda Blanco, Student

I. **Call to Order/Agenda Review**

Chair Pollard called the meeting to order at 5:08 pm.

II. **Introductions**

President Knight and several Clark trustees attended the ACT Transforming Lives Dinner on January 21. This annual event honors one student from each of the 34 community colleges whose lives have been positively transformed by attending school. Of the 34, five are awarded \$500 scholarships from the ACT. This year, Clark's nominee, Esmeralda "Vita" Blanco, was chosen as one of the five Transforming Lives students. President Knight said that Vita did a wonderful job speaking to the assembled guests and representing Clark. He then introduced her to the full board and this evening's guests and presented her with an additional \$500 scholarship from the Clark College Foundation.

III. Action Items

A. **November 2018 Minutes**

Vice Chair Jacobsen made a motion to approve the minutes with corrections to Section Seven, Reports from Board Members; the minutes should read, "Trustee Speer thanked the trustees for welcoming him to Clark's Board". Trustee Speer

MOTION: seconded the motion and it unanimously passed.

B. **Approval of President's Contract Addendum and Salary Adjustment (2% COLA)**

Effective January 1, 2019, all Clark staff received a 2% salary adjustment.

Trustee Speer made a motion to approve the salary adjustment and contract

MOTION: addendum. Vice Chair Jacobsen seconded the motion and it unanimously passed.

IV. Audience Statements

There were no audience statements this evening.

V. Constituent Reports

A. **AHE**

On behalf of the Clark College faculty, Professor Sullivan expressed surprise at President Knight's retirement announcement and the faculty's concern about the five percent budget cut that the units are making in anticipation of the 2019-2020 budget. Forty percent of the full-time faculty attended the meeting to show their unification and express their support for reasonable pay equity for the faculty. They are asking that Clark's faculty be paid on par with the K-12 instructors who receive 25% more than they do. Professor Sullivan also asked for the AACRAO (American Association of Collegiate Registrars and Admissions Officers) report on rightsizing the institution. Vice President Belden indicated that the college is working on recommendations from the report and Professor Sullivan said the faculty has been working through recommendations made for them.

Trustee Rupley asked what rightsizing without budget cuts would look like. She cautioned that the local K-12 districts are now working through \$11 million in budget reductions to pay for faculty salary increases.

Chair Pollard pointed out that the State of WA has not recognized the needs of the community colleges. He urged the faculty members to call, write, and visit their local legislators to educate them on the financial needs of Clark. President Knight has been in Olympia visiting legislators and the more people he can bring with him to talk about the budget, the more credible the college will be in what they are asking for. Each of the trustees encouraged the faculty members to contact their legislators to share their views and express the impact that budget cuts are making on the organization.

President Knight invited Professor Sullivan and any faculty member to sit down with him, Vice President Williamson, or Sabra Sand to go over the budget as the college's books are open to anyone who wants to see them. Running Start funds are used throughout the college and are not entirely reserved for salaries.

ACTION: Send the AACRAO report to the trustees, noting what recommendations have been implemented.

ACTION: Chair Pollard asked President Knight to summarize this evening's comments and determine what to do for the faculty.

B. WPEA

Heather Adams was pleased to report that the WPEA will now have a representative to report each month. The WPEA is focusing this year on staff diversity and making sure that staff of color and marginalized employees are supported. There are 17 empty positions and Ms. Adams encouraged that they be filled so that extra workloads are not placed on existing employees. They are working with the Labor Management Committee to share their ideas about how best to accomplish this.

ACTION: Leigh Kent will provide information to Ms. Adams on the next legislative visit to Olympia.

C. ASCC

Bryce Regian did not provide a written report for January but shared the activities of the students over the past month. The students are pleased that social media is reaching a wider number of people each month. Last month there were 53,000 hits on Facebook alone. Two ASCC members attended the student legislative academy and committed to supporting this year's agenda. Students held a food drive in support of the Penguin Pantry collecting over 300 items. Out of 71 committee positions, 51 have been filled; there are now 21 charged clubs, eight in process two in the pipeline. Mr. Regian provided notes from the November student forum. Trustee Speer congratulated the students on doing substantive work and it is obvious they are reflecting the voice of their constituents.

D. Foundation

Ms. Gibert included a summary of reflections taken away from the Sheffield trip. The foundation has been involved in several college activities and meeting with instructional programs to showcase how foundation funds have made a difference for their students. Foundation-owned real estate activity is picking up and Ms. Gibert is looking forward to providing more information to the trustees as the projects move forward.

Trustee Strong requested clarification on the options the trustees have to designate their gifts and asked that the Foundation develop a systemized commitment process for trustee donations.

ACTION: President Knight will remind trustees about annual giving at each of their monthly meetings.

VI. **Reports from Board Members**

Chair Pollard offered his congratulations to President Knight on announcing his retirement after 13 years as president and said the announcement surprised all of the trustees. The average tenure of a college president is currently between three and five years. President Knight's last day will be August 31. The trustees will hold a special public meeting where they will discuss the search process. Every step in the search will be public and meetings will be open to the community.

Trustee Strong has been honored to work with President Knight for the past seven years. She appreciates his mentorship, and his open communication with her as a trustee. Clark has had great success under his leadership as he has deftly moved the college through the capital budget and obtaining funding for projects. The state has already acknowledged his ability to work across the aisle, and it will be very difficult to find someone as embedded in and respected by the local community as he is. She has watched him in the community, seen his service on community boards, and marvels at the number of times he has been asked to speak and talk about Clark's best practices. He knows students by name and focuses on the things that matter to people.

Trustee Speer came to Vancouver over 30 years ago and has seen Clark then and Clark now. Fifteen years ago, the college was in distress, and the right person appeared for the right season. The college has since grown in stature, programs, and structure and from a community standpoint, President Knight is the face of the college. The State Board speaks with awe about him and the community is willing to donate to the college because of him. He is tireless, and Trustee Speer respects his thoughtfulness and the timing of the way he announced his retirement.

Trustee Rupley congratulated President Knight and thanked him for his service as a leader in education. He is very smart and got the job done for Clark. Some believe that you must be an educator to lead an institution, but President Knight is a leader and he led the college. The mark of a good leader is to leave the place better than you got it, and he is.

Vice Chair Jacobsen echoed the other trustees' comments. President Knight will lead the college until August 31. She has lived in the Clark neighborhood for 30 years and the college was in distress before President Knight. There was not a good feeling in the neighborhood about the college, but he was the right person for the season. His attitude, integrity, leadership, and knowledge on how to relate to people and be inclusive has been outstanding. She thanked him for his service, sense of humor, humility, and for hiring such good people to move the college forward.

President Knight thanked the trustees for their kind words but asked that they be directed to all the Clark employees in the room. He said the announcement was not a quick decision, that he had been thinking about it for the past couple of years. Thirteen years is a long time for someone to lead an organization, and he wants the transition to a new president to be smooth and have the new president set up to succeed. He remains committed to the college and thanked the community for allowing him to serve.

Two trustees will lead the search team. They will be appointed by the full board and one will lead the search, the other will be spokesperson for the group. There will be meetings scheduled on a regular basis (in addition to the regular monthly meetings) to update the college and community on the search. They will be open public meetings and the two trustees will give a report to the full board, obtain their feedback. The search could take up to a year and it is likely that an interim president will need to be appointed.

Trustee Rupley moved that the Board of Trustees appoint Trustee Speer as the lead, and Vice Chair Jacobsen to assist, to gather information and materials, and create the agenda for a special meeting of the Board of Trustees for the purpose of discussing the process by which the Board will go about appointing a new president for Clark College.

MOTION:

Trustee Strong seconded the motion with the caveat that the lead and the backup trustees are not the decision-makers for the presidential search. Each trustee has an equal voice in the process and the Board members will be in partnership with each other. The two trustees will condense the information gathered and present it to the full board. She supports Trustee Speer as the lead; they have an extensive history with each other within the community and he has a strong value for racial equity and experience leading executive searches.

The motion was unanimously approved.

Trustee Speer has conducted two executive searches within the past couple of years. Appointing a president is the most important work a board will conduct. The college will learn about the process along with the trustees. There are state rules about how the searches are conducted and strategies around each step. He and Vice Chair Jacobsen will do background work in structures, timelines, and framing questions. Transparency in the process is at the top of their list. He is confident the Board will find the right person regardless of how long it takes, and all stakeholders will have an opportunity to provide input in the decision-making.

Chair Pollard noted that every decision will be made by the full Board.

VII. **President's Report**

President Knight and Dr. Horback met with Professor Sullivan today. He assured her that salary issues will be addressed, and they are topmost on the WACTC presidents' agenda this year since many of the other colleges are facing the same issues as Clark.

Running Start funds have been used to fund staff and faculty salaries and many other needs across the college.

Implementing guided pathways is going to require more staff and more money as does professional development. Moving the Social Equity Plan forward is going to take additional funding as well. The Executive Cabinet agreed to take care of current staff and hire from within as much as possible.

President Knight will give an update on the budget process at each Board meeting.

The Executive Cabinet will meet in a budget retreat on February 19.

The trustees said that all budgeting will need to be done strategically and the final budget must be aligned with the mission and values. In addition, Executive Cabinet must investigate partnering with more businesses to develop new revenue streams.

The federal government shutdown may be affecting food benefits and the E-Verify system is down so that new employees cannot be processed for work verification. If an employee is hired and found to be not eligible to work, there will be a 30-day period of due process where deficiencies can be addressed. Students will receive their February food benefits in January and Student Affairs is notifying students to make sure they are aware of the issue. They are also working with the Penguin Pantry to increase supplies. Processing international student visa applications may also be stopped.

Ms. Coverson will check to see if faculty can take loans out on their 401k plans if their spouses/partners are federal employees and running short of funds.

ACTION:

She said that some local banks are offering 90-day interest-free loans.

The Office of Instruction will bring a tenure-track nursing position to the board in March to fast track the decision by one year. President Knight will be meeting with the CEO of PeaceHealth Southwest in February to see if there is the possibility of partnering with them to provide nursing instructors. Dr. Horback has invited the administrator from the state Nursing Commission to help problem solve the lack of instructors as well.

President Knight and Dr. Horback met with several SW WA legislators in January to discuss salary and capital project funding. The entire delegation is aware of Clark's position on the capital project list and additional funds must be allocated so that the Boschma Farms project can be moved up.

Student Success Story

Clark College is a direct referral agency for the Vancouver Housing Authority for students who are at risk of becoming homeless or who are couch surfing. Student Patricia Jeffers was a recipient of this assistance from the Housing Authority grant. She worked closely with Armetta Burney, Director of Workforce Education Services and has completed her Pharmacy Technician certification and her AA degree. She is working as a pharmacy tech in Oregon and is in the process of obtaining her WA license. WES was with her every step of the way as she completed every requirement to be eligible for assistance and she is now living on her own again.

Faculty Presentation

Deferred to February.

Guided Pathways

Guided pathways events will continue to be made available to the college and the community. The next full-day events are slated for February 22 and May 3. There will be speakers in equity hiring, math, active learning, and appreciative advising.

There will be an evening program on March 5 about what guided pathways is all about and will include a walk-through of the actual experience.

Cybersecurity

The cybersecurity BAS program will be voted upon at the February SBCTC board meeting. The Office of Instruction was going to begin the program in Fall 2019 but has decided to push it back to Fall 2020 so that they don't get ahead of the budget process. It will also allow enough time to do thoughtful hiring since recruiting is likely to be a challenge. If recruiting starts this year, the right person will have time to develop and market the program.

Scorecards

There will be scorecard discussion at the February meeting.

VIII. **Next Meeting**

The next meeting of the Board of Trustees is currently scheduled for Wednesday, February 27, 2019 in the Ellis Dunn Community Room, GHL 213.

IX. **Executive Session**

At 7:13 pm, Chair Pollard convened an executive session under RCW 42.30.110(4)(a) to plan or adopt the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or review the proposals made in the negotiations or proceedings while in progress. The executive session is expected to last until 7:28 pm. No final action will be taken during this executive session.

The executive session under RCW 42.30.110(4)(a) ended at 7:28 pm. The regular meeting reconvened at 7:28 pm. No action was taken by the Board during executive session.

X. **Adjournment**

There being no further business, Chair Pollard adjourned the regular meeting at 7:28 pm.



Royce Pollard, Chair

Leigh Kent
Recorder
February 11, 2019