

A large, stylized fish logo in shades of green and white, positioned on the left side of the page. The fish is facing right and has a circular eye. The logo is partially obscured by a white text box.

Regular Meeting

February 16, 2022

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

February 16, 2022

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

- | | | | |
|---|---|--------------------------------------|--------|
| I. Workshop | 3:45–4:45 pm | Web Conferencing / Livestream | |
| Chemeketa Pathways Impact on Post-Completion Success Report | | | 1 |
| Bruce Clemetsen, Vice President—Student Affairs | | | |
| II. Executive Session | 4:45–5 pm | Web Conferencing | |
| Executive Session is called in accordance with ORS 192.660(2) (d) negotiations. | | | |
| III. Administration Updates | 5–5:45 pm | Web conferencing | |
| III. Regular Session | 6 pm | Web Conferencing / Livestream | |
| A. Call to Order | | | |
| B. Pledge of Allegiance | | | |
| C. Chemeketa Land Acknowledgment | | | 2 |
| D. Roll Call | | | |
| E. Comments from the Public | | | |
| F. Approval of Minutes | —Workshop and Regular Board Meeting of
January 19, 2022 and Budget Committee Orientation of February 2, 2022 | | 3–13 |
| G. Reports | | | |
| 1. Reports from the Associations | | | |
| a. Josh Wray | Associated Students of Chemeketa (ASC) | | 14 |
| b. Steve Wolfe | Chemeketa Faculty Association | | 15 |
| c. Aaron King | Chemeketa Classified Employees Association | | 16–17 |
| d. Megan Cogswell | Chemeketa Exempt Employees Association | | 18 |
| 2. Reports from the College Board of Education | | | |
| H. Information | | | |
| 1. Results of 2020 Certification and Licensure Examinations | Michael Vargo, Vice President—Academic Affairs | | 19–21 |
| 2. College Policy <u>BP #5141—Deceased Student Policy</u> | Bruce Clemetsen, Vice President—Student Affairs | | 22 –23 |
| 3. Naming of the Softball Field | Jessica Howard, President / Chief Executive Officer | | 24 |

4.	Healthcare Billing Certificate of Completion Michael Vargo, Vice President—Academic Affairs		25–26
5.	Healthcare Coding Certificate of Completion Michael Vargo, Vice President—Academic Affairs		27–28
I. Standard Reports			
1.	Personnel Report David Hallett, Vice President—Governance and Administration		29
2.	Budget Status Report Aaron Hunter, Associate Vice President / Chief Financial Officer		30–33
3.	Purchasing Report Aaron Hunter, Associate Vice President / Chief Financial Officer		34
4.	Capital Projects Report Michael Kinkade, Associate Vice President—CIO / Operations Management		35
5.	Chemeketa Cooperative Regional Library Service Report Bruce Clemetsen, Vice President—Student Affairs		36–38
6.	Chemeketa Community College COVID-19 Health and Safety Operational Plan Michael Kinkade, Associate Vice President—CIO / Operations Management		39
7.	Recognition Report Jessica Howard, President / Chief Executive Officer		40–41
J. Separate Action			
1.	Approval of Proposed Student Tuition and Fees for 2022–2023 Aaron Hunter, Associate Vice President / Chief Financial Officer	[21-22-128]	42–44
K. Action			
Consent Calendar Process (Items will be approved by the consent calendar process unless withdrawn at the request of a member of the board. Item or items requested to be removed by a member of the board will be removed from the consent calendar by the chairperson for discussion. A separate motion will then be required to take action on the item in question.)			
1.	Approval of Revised 2022–2023 Proposed Budget Calendar and Resolution No. 21-22-21, Setting Budget Committee Meeting Dates Aaron Hunter, Associate Vice President / Chief Financial Officer	[21-22-129]	45–47
2.	Approval of College Policies BP #1100— <u>Chemeketa Community College’s Name(s) and Trademark(s)</u> and <u>BP #1200—Chemeketa Community College’s Mission/ Vision/Values/Core Themes</u> David Hallett, Vice President—Governance and Administration	[21-22-130]	48–52
3.	Approval of Redistricting of Chemeketa Community College Zones 1, 2, 3, 4, 5, 6, and 7 David Hallett, Vice President—Governance and Administration	[21-22-131]	53–54

4. Approval of Naming of the Softball Field Jessica Howard, President / Chief Executive Officer	[21-22-132]	55
L. Appendices		
1. Mission – Vision – Values – Core Themes		56
2. Campus Map		57–58
3. District Map		59
M. Future Agenda Items		
N. Board Operations		
O. Adjournment		

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Under college policies, equal opportunity for employment, admission, and participation in the college's programs, services, and activities will be extended to all persons, and the college will promote equal opportunity and treatment through application of its policies and other college efforts designated for that purpose.

Persons having questions or concerns about Title IX, which includes gender-based discrimination, sexual harassment, sexual violence, interpersonal violence, and stalking, contact the Title IX coordinator at 503.584.7323, 4000 Lancaster Dr. NE, Salem, OR 97305, or <http://go.chemeketa.edu/titleIX>. Individuals may also contact the U.S. Department of Education, Office of Civil Rights (OCR), 810 3rd Avenue, #750, Seattle, WA 98104, 206.607.1600.

Equal Employment Opportunity or Affirmative Action should contact the Affirmative Action Officer at 503.399.2537, 4000 Lancaster Dr NE, Salem, OR 97305.

To request this publication in an alternative format, please call 503.399.5192.

Workshop
February 16, 2022

CHEMEKETA PATHWAYS IMPACT ON POST-COMPLETION SUCCESS REPORT

Prepared by

Chris Potts, Associate Dean – Counseling and Career Services
Don Brase, Executive Dean – General Education and Transfer Studies
Heidi Gilliard, Director, Institutional Research and Reporting
Bruce Clemetsen, Vice President – Student Affairs

The Workshop will focus on Chemeketa Pathways impact on post-completion success.

Land Acknowledgement
February 16, 2022

CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT

Prepared by

Jessica Howard, President / Chief Executive Officer
Jackie Franke, Chair—Board of Education

“We are gathered today on the land of the Kalapuya (pronounced “**cal-uh-poo-yuh**”), who today are represented by the Confederated Tribes of the Grand Ronde and the Confederated Tribes of the Siletz Indians, whose relationship with this land continues to this day.

We offer gratitude for the land itself, for those who have stewarded it for generations, and for the opportunity to study, learn, work, and be in community on this land. We acknowledge that our College’s history, like many others, is fundamentally tied to the first colonial developments in the Willamette Valley.

Finally, we respectfully acknowledge and honor past, present, and future Indigenous students of Chemeketa Community College.”

Minutes
February 16, 2022

APPROVAL OF BOARD MINUTES

Prepared by

Julie Deuchars, Executive Coordinator
Jessica Howard, President / Chief Executive Officer

Minutes of the board meeting of January 19, 2022, and the budget committee orientation of February 2, 2022, are submitted for review by the board.

It is recommended that the College Board of Education officially approve the minutes of the above-referenced meetings as submitted.

Minutes
February 16, 2022

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

January 19, 2022

I. WORKSHOP

Jackie Franke, Chair, called the workshop to order at 4:01 pm via Zoom.

Members in Attendance: Ed Dodson; Jackie Franke, Chair; Ken Hector; Neva Hutchinson; Ron Pittman, Vice Chair (arrived 4:20 pm); and Diane Watson. Absent: Betsy Earls.

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; Michael Kinkade, Associate Vice President, College Support Services/Operations; and Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance.

A. Post-Completion Outcomes

Heidi Gilliard, Director of Institutional Research and Reporting, presented on post-graduation outcomes and early momentum metrics. Heidi covered the student success institutional indicator two, employment rate cohort, one-year employment rate, five-year earnings growth, Gateway course momentum, first-time-ever-in-college (FTEIC) cohort, and completion of college level English and/or Math in the first year.

B. Advisory Committee Refresh and Applied Baccalaureate Degree

Marshall Roache, Executive Dean, Career and Technical Education (CTE); Holly Nelson, Executive Dean, Regional Education and Academic Development; R. Taylor, Dean, Business and Technology, Early Childhood and Visual Communications; Tim Ray, Dean, Agricultural Sciences and Technology; and Gaelen McCallister, Director, Institutional Grants presented. Topics discussed included a refresh of CTE advisory committees and Chemeketa's application to offer an applied baccalaureate degree in leadership and management. The latter included information about Chemeketa's application timeline, program design, curriculum, proposed courses, and next steps.

Board members asked clarifying questions during the workshops. Jackie Franke thanked staff for their presentations.

A recess was taken at 5:03 pm.

II. ADMINISTRATION UPDATES

Jackie Franke, Chair, called the meeting to order at 5:07 pm via Zoom.

Members in Attendance: Ed Dodson; Betsy Earls (arrived 5:10 pm); Jackie Franke, Chair; Ken Hector; Neva Hutchinson; Ron Pittman, Vice Chair; and Diane Watson.

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College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; Michael Kinkade, Associate Vice President, College Support Services/Operations; and Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance.

Updates were discussed with the board regarding the Oregon School Board Association (OSBA) board member position 12, the new Oregon Community College Association (OCCA) Executive Director, the Association of Community College Trustees (ACCT) national legislative summit, the college's applied baccalaureate application, the Harrison Street building in Woodburn, redistricting of Board zones, efforts with Western Oregon University to develop a marketing strategy for academic pathways and degree partnerships, the benefits navigator position and agenda preview.

A recess was taken at 5:45 pm.

III. REGULAR SESSION

A. CALL TO ORDER

Jackie Franke, Chair, reconvened the board meeting at 6:01 pm.

B. PLEDGE OF ALLEGIANCE

C. CHEMEKETA LAND ACKNOWLEDGEMENT

Jackie Franke read the land acknowledgement.

D. ROLL CALL

Members in Attendance: Ed Dodson; Betsy Earls; Jackie Franke, Chair; Ken Hector; Neva Hutchinson; Ron Pittman, Vice Chair; and Diane Watson.

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; Michael Kinkade, Associate Vice President, College Support Services/Operations; and Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance.

Board Representatives in Attendance: Josh Wray, Associated Students of Chemeketa (ASC), Steve Wolfe, Chemeketa Faculty Association (CFA); Aaron King, Chemeketa Classified Association (CCA); and Marshall Roache, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC

None.

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F. APPROVAL OF MINUTES

Ed Dodson moved and Diane Watson seconded a motion to approve the College Board of Education minutes from December 15, 2021 and Board Work Session of January 7, 2022.

The motion CARRIED.

G. REPORTS

Reports from the Associations

Josh Wray, Associated Students of Chemeketa (ASC) said the report stands as written and that ASC is working on getting students engaged in different events.

Steve Wolfe, Chemeketa Faculty Association and Megan Cogswell, Chemeketa Exempt Association said their reports stand as written.

Aaron King, Chemeketa Classified Association (CCA) added a brief amendment to the report. The CCA approved, via email, to increase the amount of money that was donated this year to the holiday social. Aaron thanked the other associations for their support at this event.

Reports from the College Board of Education

Ed Dodson attended the Oregon Community College Association (OCCA) legislative committee, the January board work session, and the art show at the Gretchen Schuette gallery.

Betsy Earls did not have a report this month.

Diane Watson attended the board diversity statement subcommittee, the January board work session, and the quarterly meeting with Jessica Howard.

Ken Hector attended the annual Silverton Rotary dinner meeting, two of the weekly Silverton Rotary meetings, two Silverton Chamber of Commerce business meetings, the ACCT Town Hall meeting, the January board work session, and the monthly ACCT Public Policy and Advocacy meeting.

Neva Hutchinson attended an ASCETA meeting, the January board work session, and the board diversity statement subcommittee meeting.

Ron Pittman attended the board diversity statement subcommittee meeting, the January board work session and the McMinnville Chamber meet and greet event, and met with Paul Davis and Danielle Hoffman for a Yamhill Valley Campus (YVC) update.

Jackie Franke attended the January board work session, Oregon State Board Association (OSBA) cafe for board chairs, agenda review, the Mid-Willamette Valley Council of Governments (MWVCOG) annual meeting planning session, and a support group meeting for East Salem.

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H. INFORMATION

2022–2023 Proposed Budget Calendar

Aaron Hunter reviewed the Budget calendar and noted that the calendar would be brought back next month for approval.

Proposed Student Tuition for 2022–2023

Aaron Hunter referred to the green sheet of the Proposed Student Tuition for 2022–2023, and gave an overview. Aaron reviewed the tuition and fee setting guidelines and discussed the fee increases.

- Tuition increase of \$3 per credit, and universal fee of \$3 per credit
- Out-of-state and international tuition rate increase at \$9
- Differential fee increase of \$10 for high-cost programs and courses

The proposed increase would place Chemeketa second among comparator colleges based on current year rates. However, if the comparator colleges proposed modest rate increases for 2022-2023, the college would be in the middle again next year.

Neva Hutchinson asked if the Pell grant would cover these increases. Jessica Howard responded that a student with zero family contribution will qualify for \$17,000 in federal and state aid and that the college's annual cost with the proposed increase is \$6,100.

There will be a virtual student forum prior to the next board meeting to share the tuition proposal and answer any questions. A recommendation will be brought back to the board next month for action.

Jackie Franke thanked staff for their work.

College Policies BP#1100—Chemeketa Community College's Name(s) and Trademark(s) and BP#1200—Chemeketa Community College's Mission / Vision / Values / Core Themes

David Hallett thanked Rebecca Hillyer, General Counsel, for her extensive work on the policies. Policy BP 1100 is new to Chemeketa and legally advised by the OCCA policy program that Chemeketa is now utilizing to protect the name of the college and facilities identities. Rebecca also incorporated Policy 2275 into this to protect the college logo and other unique identifiers. BP 1200 is a current policy and new language has not been added to it, but it has been newly renumbered to align with OCCA policies. Rebecca discussed a few changes on BP 1100 and 1200.

Ken Hector requested at future board meetings that staff using organization acronyms reference the organization name at least once so the public knows what the presenter is referring to. Jackie Franke concurred.

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Redistricting of Chemeketa Community College Zones 1, 2, 3, 4, 5, 6 and 7

David Hallett noted that state law requires the board to adjust established zone boundaries within the district to make them as nearly equal in population as possible according to the latest federal census. Based on census data, Chemeketa needs to redistrict zones 1–7. The board will be asked to approve the proposed redistricting at the February board meeting.

Board of Education Diversity Statement

Jackie acknowledged and thanked committee members Neva Hutchinson, Ron Pittman, and Diane Watson for their work on this statement. The statement was reviewed by staff and the board.

Diane Watson noted at the board's September work session that one of the board's goals was to come up with a board diversity, equity, and inclusion statement to make sure that everyone knew where the board stood regarding this topic and in support of students, staff and the community. At the January board work session it was decided to move forward, and the subcommittee drafted a statement that was reviewed by staff and board members. Diane read the statement. Ron Pittman thanked David Hallett for his guidance with the statement.

I. STANDARD REPORTS

Personnel Report

David Hallett said the report stands as written and noted that three of the new hires are self-support or grant-funded. The five position changes represent employees who have taken on new or different roles in the college or have been reclassified in some other way.

Budget Status Reports

Aaron Hunter noted in the Statement of Resources and Expenditures that property taxes are coming in as expected, tuition and fees include winter term funds, and expenditures continue to be in line with previous years. Aaron stated that the Budget Status report is similar to previous years; most of the accounts and balances are in fairly good shape on the Quarterly Update of Other Funds and highlighted a few accounts; and the Status of Investments shows a number of investments made in December due to property taxes coming in.

Capital Projects Report

Michael Kinkade said the report stands as written with one correction. The Building 9 chillers installation did not occur because of a missing piece due to nationwide shipping delays. The installation date will be rescheduled once the piece arrives.

Institutional Advancement Foundation Quarterly Report

Marie Hulett, Executive Director, Institutional Advancement said the report stands as written. Marie noted the scholarship application window opens February 1 and stays open until March 31 and asked everyone to share this news with their network. Also, the Foundation received an unexpected gift of \$286,743.19 from the estate of Elizabeth A. Javens Revocable Living Trust. Marie recommended the board accept in-kind donations for this quarter, valued at over \$30,000.

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Jackie stated it was exceptional to see two new scholarships established this quarter and expressed the board's appreciation to these organizations. Marie stated that the community is very generous and she is very excited by the Foundation scholarships.

Grant Activities October 2021—December 2022

Gaelen McCallister, Director, Institutional Grants said the report stands as written. Gaelen highlighted the impressive work of the Education program under the leadership of Cecelia Monto, Dean. This program has won two successive grants from the Oregon Department of Education Grow Your Own, and over the last two years they have brought in over \$500,000 in state and private funding to support students on their path to becoming teachers.

Fall Term Enrollment Report

Heidi Gilliard, Director, Institutional Research and Reporting said the report stands as written. Heidi stated there was a 6% decrease in fall full time equivalent (FTE), a 7% decrease in reimbursable fall FTE, a nationwide 3% decrease for community colleges in the fall, and between last fall and this fall there has been the largest two-year decline in 50 years. Neighboring colleges are showing the same effects and this is really a nationwide issue. The estimate for winter term is a decline of 8% FTE. Board members asked clarifying questions.

Chemeketa Community College COVID-19 Health and Safety Operational Plan

John McIlvain, Emergency and Risk Manager provided an update regarding the Federal Occupational Safety and Health Administration's (OSHA) emergency temporary standard and Oregon's decision. John gave an update on the recommended isolation and quarantine recommendation from the Center of Disease Control (CDC). The college is continuing to encourage vaccinations and boosters for those who are able, and students and staff members fill out an online COVID-19 questionnaire to report illnesses, test results, and exposure so the college can take appropriate actions and provide timely notifications when needed.

Recognition Report

Jessica Howard acknowledged all the employees in the written report.

Neva Hutchinson thanked Diane Watson and her singing group for the two hours of entertainment during the Salem Holiday Market.

Jessica Howard noted there was a typo in the board diversity statement and the word "college" needs to be added to the final bulleted paragraph. David Hallett stated the diversity statement approval is slated for this evening, not next month, and will be approved during the consent agenda with the addition of the word "college."

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J. SEPARATE ACTION

Approval of Retirement Resolutions No. 21-22-19, Daniel “Dan” A. Loop, and No. 21-22-20, Kristi K. Newton

Betsy Earls read Daniel “Dan” A. Loop’s retirement resolution and Ed Dodson read Kristi K. Newton’s. These two employees represent a total of 61 years and months of service. Ken Hector moved and Betsy Earls seconded a motion to approve the retirement resolutions as noted above.

The motion CARRIED.

K. ACTION

Ken Hector moved and Neva Hutchinson seconded a motion to move Item No. 5 from the consent agenda for the purposes of correction.

Ron Pittman moved and Ken Hector seconded a motion to approve consent calendar items No. 1–4.

1. Approval of Academic Calendar for 2022–2025 [21-22-123]
2. Approval of 2021–2022 Faculty Sabbatical Leave Recommendation One-Term Spring 2022 [21-22-124]
3. Acceptance of Program Donations October 1, 2021 through December 31, 2021 [21-22-125]
4. Approval of Grants Awarded October 2021–December 2021 [21-22-126]
5. ~~Approval of the Board of Education Diversity Statement [21-22-127]~~

The motion CARRIED.

Ken Hector moved to amend the Board of Education Diversity Statement to add the word “college” after community in the fourth bullet. Ed Dodson seconded.

The motion CARRIED.

Ken Hector moved and Diane Watson seconded a motion to approve the Board of Education Diversity Statement as amended.

The motion carried.

L. APPENDICES

College mission, vision, core themes, and values; campus and district maps.

M. FUTURE AGENDA ITEMS

None were heard.

N. BOARD OPERATIONS

None.

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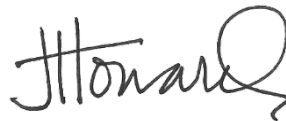
O. ADJOURNMENT

The meeting adjourned at 7:14 pm.


Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Chair

2/16/2021
Date

Minutes
February 16, 2022

MINUTES OF BUDGET COMMITTEE ORIENTATION

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

February 2, 2022

The Budget Committee Orientation was called to order by Ron Pittman, Board Vice Chair, at 1:00 pm and was held via Zoom. Jessica Howard welcomed everyone and Budget Committee members and staff introduced themselves.

Budget Committee Members in Attendance: Ed Dodson; Betsy Earls; Jackie Franke, Board Chair; Ken Hector; Neva Hutchinson; Barbara Nelson; Ron Pittman, Board Vice Chair; and Diane Watson. Excused Absences: Ray Beaty, Chris Brantley, Jenne Marquez; Scott Muller; Mike Stewart; Joe Van Meter.

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; and Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance.

Guest: Rich McDonald, Director, Budget and Finance.

Budget Committee Orientation

Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services, reviewed the agenda; Rich McDonald, Director, Budget and Finance, discussed the budget calendar key dates; Jessica Howard outlined the meeting format and logistics, and stated that the April Budget Committee meetings could be virtual, remote, or in a hybrid format.

Aaron reviewed key sections of the Budget Principles and Financial Environment document for the 2022–2023 Fiscal Year. This document is reviewed every fall as the budget cycle kicks off internally at the college. Aaron discussed the tuition and fee setting guideline, proposed student tuition and universal fee rates for 2022–2023, and the annual cost of attendance comparison information of the other community colleges and universities, and stated that a virtual student tuition forum will be held next week. In addition, he gave an overview of the Federal Relief Funding that was received by the college over the last several years.

Aaron and Bruce Clemetsen ended the orientation with a discussion on enrollment. Aaron gave an overview and Bruce provided an enrollment update and reported on the college's recruitment and retention efforts.

The Budget Committee members asked clarifying questions of staff during the presentation, engaged on the different topics, and thanked the staff for their informative presentations.

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Budget Committee Orientation
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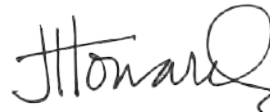
Adjournment

Meeting adjourned at 2:32 pm.

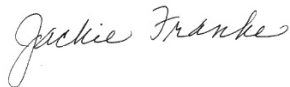
Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Vice Chair

2/16/2021
Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Josh Wray, ASC Legislative Coordinator

ASC / MULTICULTURAL STUDENT SERVICES (MSS) PAST EVENTS

Civil Discourse

- Peter Wirfs organized a civil discourse discussion event where students discussed difficult topics such as mask mandates. He had four students present and plans to repeat this event in the future.

ASC / MSS PRESENT EVENTS

Coffee Cart

- Student Life has been providing free coffee outside of the Student Retention and College Life office to all students.

ASC / MSS FUTURE EVENTS

Blankets for the Homeless

- Sam Brennan, the executive coordinator of ASC is planning a volunteer event for students to make tie blankets for the homeless population of Salem. Students will be awarded volunteer hours for participating in the blanket making.

Club Fair

- Andrea Jacho is organizing a club fair to promote student clubs. She will provide information on how to join clubs, or start a new one.

Pizza with the President

- The ASC team is planning a forum with Chemeketa President, Jessica Howard. Students will be served pizza, and allowed to ask their questions from President Howard during this forum.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

AGRIBUSINESS MANAGEMENT PROGRAM RECOGNITION

Chemeketa's Agribusiness Management program was established in 1970. Since then, it has worked with over 1,400 family farms in the region. In a January article in the *Capital Press*, "Instructor helps farmers harness finances," Chemeketa Agribusiness Management instructor Phil La Vine was recognized as the month's "Western Innovator." He attributes this honor to his 22 years of combined dedication to both the local family farming community and the college's Agribusiness Management program.

Phil La Vine and emeritus Chemeketa Agribusiness faculty member David Sunderland were also recognized in another publication, the *Oregon Contracting Handbook and Pricing Guide*. Produced by the Oregon Grass Seed Bargaining Association (OGSBA), which oversees negotiation of farm gate prices with seed dealers, this publication includes comprehensive cost budgets, which were prepared by La Vine and Sunderland. These budgets are becoming the industry standard for analyzing production alternatives, crop selection, and production standards. They also help producers budget through turbulent economic times. These are based on the concept of applying the "lean" process to farm production.

Congratulations to the Chemeketa Agribusiness Management program and current and former instructors Phil La Vine and David Sunderland for being recognized for their important work.

CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

Tim King, Director of Public Relations—Chemeketa Community College
Classified Employees Association

Amanda Beckner, External Vice-President—Chemeketa Community College
Classified Employees Association

Aaron King, President—Chemeketa Community College Classified Employees Association

PRESIDENT'S MESSAGE

Negotiations with the college are in full swing. Thus far we have met twice with the college setting ground rules, exchanging lists of proposals and have even managed to discuss changes to Professional/Educational Development and Salaries. We are very pleased with the progress and look forward to further discussions. One of the main focuses that the CCA has is improving living wages through three key principles: Dignity, Equity and Parity. Although the economy is doing well and unemployment numbers are down, the cost of living continues to increase dramatically which has impacted our classified employees and community at large.

WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS

- On January 11, 2022, Elizabeth Larios-Vega was hired for the position of Student Services Specialist in the Corrections Education department.
- On January 18, 2022, Melinda Crouchley was hired for the position of Department Specialist in the Chemeketa Press department.
- On January 18, 2022, Karen Garcia Reyes was hired for the position of Department Specialist in the Academic Development department.
- On January 25, 2022, Erick Iniguez was hired for the position of Student Services Specialist at the Woodburn campus.
- On January 25, 2022, Christopher Carter was hired for the position of Instructor-Adult Basic Education in the Corrections Education department.
- On January 31, 2022, Dulce Aguilar was hired for the position of Financial Services Technician in the Business Services department.

OTHER ACTIVITIES

- **SURVEY:** The CCA Board contacted members via email asking eligible employees for their top concerns. The data was collected in order for the team to bring member's primary concerns to the negotiation table.

Report-1c
February 16, 2022

- **UNION STEWARD KICKOFF:** On January 14, 2022, Members of the CCA board held an online event, with discussions centering around ways to encourage others to complete the survey (see above), and to invite stewards to CCA events.

LUNCH AND LEARN: On January 18, 2022 and January 21, 2022, the CCA board hosted two more online events. These events were an effort to inform members about the Negotiation process, and to get feedback on other concerns members might have.

The second event was targeted to Chemeketa's night crew (primarily custodians). John Sutter and Wesley Parker attended both events, and presented the salary items brought forward during the first collective bargaining session on January 26, 2022.

Report-1d
February 16, 2022

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Lynn Irvin, Vice President—Chemeketa Community College Exempt Association
Megan Cogswell, President—Chemeketa Community College Exempt Association

The exempt association board will meet in February to plan a general membership meeting and how the board can help exempt employees in 2022.

Welcome to new exempt employee Tim Pierce, Curriculum, Articulation and Transfer Coordinator.

RESULTS OF THE 2020 CERTIFICATION AND LICENSURE EXAMINATIONS

Prepared by

Megan Cogswell, Director—Apprenticeship
Sandi Kellogg, Dean—Health Sciences
Larry Cheyne, Dean—Applied Technologies
Jordan Birmingham, Dean—Emergency Services and Diesel Technology
Paul Davis, Dean—Yamhill Valley Campus Career and Technical Education
Marshall Roache, Executive Dean—Career and Technical Education
Holly Nelson, Executive Dean—Regional Education and Academic Development
Michael Vargo, Vice President—Academic and Student Affairs

APPRENTICESHIP PROGRAM

Five participants in the summer 2021 Chemeketa Campus-Based Pre-Apprenticeship Program earned the Bureau of Labor and Industries (BOLI) approved certificate and 11 completed a paid internship. The Chemeketa Pre-Apprenticeship Program, which is offered at participating high schools, completed five pre-apprentices during the 2020–2021 school year.

July 1, 2020–June 30, 2021 apprentices who received their journey card and, if applicable, license:

- Sheet Metal Workers—9
- Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) Technicians—8
- Electricians—68
- Plumbers—23

DENTAL ASSISTING PROGRAM

During the 2020–2021 academic year, 30 students graduated in spring 2021. Two students did not pass spring term but still took the Dental Assisting National Board (DANB) exams. DANB scores reflect 32 students that attempted the three required exams:

- Eighteen students passed all three exams on the first try.
- Five students failed all three exams.
- Six students failed one out of the three exams.

All 14 students who did not pass an exam were eligible to retake the exam to obtain their Certified Dental Assistant (CDA) credentials.

EMERGENCY MEDICAL SERVICES PROGRAM (EMT/PARAMEDIC)

One hundred sixty (160) students completed the EMT program winter term 2020–fall term 2020. Taking the EMT course makes students eligible to take the practical and written tests, but is not part of the program; some students choose not to take the certification examinations. The state of Oregon has only recently provided access to state licensure and National Registry of Emergency Medical Technicians (NREMT) information which will allow us to improve collection

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and analysis of licensure for EMT's in the future. 2020 data is not fully compiled. 2019 national certification rates are:

- Average pass rate on the NREMT and state written exam—94.6 percent
- Practical pass rate—100 percent
- Retention rate—88 percent
- Positive placement rate—100 percent

The Paramedic program admitted 38 out of 68 applicants. Of the 36 graduates, 95 percent passed both the written and practical exams required for the national registry.

MEDICAL ASSISTING PROGRAM

During the 2020–2021 academic year, twenty-four students completed the Medical Assisting program and took the National Center for Competency Testing (NCCT) Medical Assistant exam. Twenty-two students passed the exam, for a school pass rate of 92 percent. The national pass rate was 55 percent. Chemeketa graduates' mean test scores were 78.33 compared to the national mean of 71.94. In addition to taking the Medical Assistant exam, students are eligible to sit for the NCCT Phlebotomy Technician exam. Fourteen students elected to take the Phlebotomy Technician exam and ten successfully passed, with a school pass rate of 71 percent compared to the national pass rate of 69 percent.

NURSING PROGRAM

During the 2020–2021 academic year, 28 students graduated from the associate degree in nursing (ADN) program. All students but one student took their National Council Licensing Examination-Registered Nurse (NCLEX-RN) and passed. The remaining student took the exam and is pending the result. Students received a 100 percent pass rate. These students started during COVID-19 and ended splendidly. The nursing program is one of four programs with this type of result. Pre-nursing program did well with 30 students entering the nursing program fall 2020. Twenty-one (21) of those students tested for the NCLEX-PN spring 2021 and all passed.

PHARMACY TECHNICIAN PROGRAM

The 2020–2021 graduates of the program were not able to get pass rates for Pharmacy Technician certification. Normally, the program chair submits the applications for testing to ensure that the College is documented properly as the school of completion. However, with the COVID-19 restrictions, graduates were left to complete this application themselves. The report received from Pharmacy Technician Certification Board (PTCB) acknowledges the potential discrepancy. Based on the report received, of the twenty-one graduates, seven tested and five passed.

WELDING TECHNOLOGY PROGRAM

In June, 2021, 17 students in the Welding Technology program participated in the American Welding Society (AWS) certification processes for vertical and overhead welds. Students can opt to take up to four different weld certifications. The college administered a total of 56 welding exams with the following results:

Flux Core Arc Welding (FCAW or Mig)

- 17 attempted vertical exams; 15 passed
- 13 attempted horizontal-overhead exams; 10 passed

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Shielded Metal Arc Welding (SMAW, Stick, or Arc)

- 15 attempted vertical exams; 13 passed
- 11 attempted horizontal-overhead exams; 11 passed

AUTOMOTIVE TECHNOLOGY PROGRAM

In May, 2021, 23 students in the Automotive Technology program participated in the Automotive Service Excellence (ASE) Entry-Level Certification tests in a wide variety of Automotive systems. An average of 10 different exams each representing a unique Automotive system (e.g., brakes, engines, drive trains, etc.) were attempted by each student for a total of 228 total tests administered. The students passed 220 to earn certification.

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COLLEGE POLICY BP #5141—DECEASED STUDENT POLICY

Prepared by

Melissa Frey, Chair—Student Success and Completion Advisory Council
Bruce Clemetsen, Vice President—Student Affairs

DECEASED STUDENT POLICY—BOARD POLICY #5141

This policy was reviewed and approved by the Student Success and Completion Advisory Council on January 28, 2022.

This is a new policy written to clarify the procedures for the handling of college notifications and associated student records. It provides guidance for the College's compassionate response in the unfortunate event of the death of a student.

The College Board of Education will be asked to approve policy BP #5141 at the March board meeting.



Student Services Series (5000)

BP 5141

Deceased Student Policy

In the event of the death of a previously or currently enrolled student, whether on or off-campus, this policy and accompanying procedure provide guidance to respond appropriately to the student's family, the College and the media. All college members should treat each situation with compassion and sensitivity while maintaining the confidentiality of the students' record.

Adopted College Board of Education

Revised College Board of Education

NAMING OF THE SOFTBALL FIELD

Prepared by

David Hallett, Vice President—Governance and Administration
Jessica Howard, President / Chief Executive Officer

In honor of Cassie Belmodis' years of service and support for the college, it is recommended that the board name the softball field on the Salem campus as follows:

Belmodis Field

This item is on this board meeting's consent calendar as an action item and will be asked for approval under the consent calendar process.

HEALTHCARE BILLING CERTIFICATE OF COMPLETION

Prepared by

Dana Nolan, Program Chair—Health Information Management
Sandi Kellogg, Dean—Health Sciences
Marshall Roache, Executive Dean—Career and Technical Education
Michael Vargo, Vice President—Academic Affairs

The Health Care Billing Certificate program prepares students by providing the entry-level skills necessary for medical Billing in either an inpatient or outpatient setting. The program focuses on industry standards for coding and billing, using International Classifications of Diseases (ICD-10), Current Procedural Terminology (CPT) and third-party reimbursement.

All courses required for this program focus on the skills necessary in the healthcare environment. This means no additional general education courses are required to successfully complete this Certificate. In addition, these courses are applicable to other Health Information Management certificates offered at Chemeketa.

Successful completion of the program will prepare students to take the Certified Professional Biller (CPB) exam offered by American Academy of Professional Coders (AAPC).

Employment in this occupation in 2020 was somewhat larger than most occupations across the state. The total number of job openings is projected to be somewhat larger than most occupations in Oregon through 2030. This occupation is expected to grow at a somewhat slower rate than the statewide average growth rate for all occupations through 2030. Reasonable employment opportunities exist.

On January 4, 2022, there were 48 job listings available through the Oregon Employment Department along with 43 job listings available through other websites. In the Mid-Valley region, it is estimated that job growth will be 17.2 percent between 2020-2030 with 55 job openings per year.

Chemeketa's Healthcare Billing Certificate program will lead to employable skills at the end of the program. Individuals in this field earn an annual wage of \$44,066 per year and starting wages at \$33,332 per year (qualityinfo.org), therefore it will allow these students to enter the workforce in a family-wage career.

The above recommendation was approved by the Health Information Management Advisory Committee on April 7, 2021 and the college's Curriculum Committee on January 26, 2022.

The College Board of Education will be asked to approve the Healthcare Billing Certificate of Completion at the March 2022 board meeting.

HEALTHCARE BILLING CERTIFICATE OF COMPLETION

Course No.	Course Title	Credit Hrs.
Term 1		
HM113	Healthcare Financing	6
HM120	Medical Terminology 1	3
HM210	Introduction to Health Services	3
	Term Total	12
Term 2		
HM101	Medical Law and Ethics	3
HM121	Medical Terminology 2	4
HM170	Healthcare Revenue Cycle 1	6
	Term Total	13
Term 3		
HM123	Essentials of Pathophysiology	3
HM150	Professional Development Health Certificates	2
HM232	Healthcare Billing Certificate Practicum	2
HM233	Seminar/Exam Prep	1
HM270	Healthcare Revenue Cycle 2	6
	Term Total	14
	Certificate Total	39

HEALTHCARE CODING CERTIFICATE OF COMPLETION

Prepared by

Dana Nolan, Program Chair—Health Information Management
Sandi Kellogg, Dean—Health Sciences
Marshall Roache, Executive Dean—Career and Technical Education
Michael Vargo, Vice President—Academic Affairs

The Health Care Coding Certificate program prepares students by providing the entry-level skills necessary for medical records coding in either an inpatient or outpatient setting. The program focuses on industry standards for coding and billing, using International Classifications of Diseases (ICD-10), Current Procedural Terminology (CPT) and third-party reimbursement.

All courses required for this program focus on the skills necessary in the healthcare environment. This means no additional general education courses are required to successfully complete this Certificate.

In addition, these courses are applicable to other certificates (ex: Billing Certificate) offered at Chemeketa. Successful completion of the program will prepare students to take the Certified Professional Coder (CPC) exam offered by American Academy of Professional Coders (AAPC).

Per Statewide Employment Analysis: Employment in this occupation in 2020 was somewhat larger than most occupations across the state. The total number of job openings is projected to be somewhat larger than most occupations in Oregon through 2030. This occupation is expected to grow at about the state-wide average growth rate for all occupations through 2030. Reasonable employment opportunities exist.

On January 4, 2022, there were 81 job listings available through the Oregon Employment Department along with 26 job listings available through other websites. In the Mid-Valley region, it is estimated that job growth will be 19.1 percent between 2020-2030 with 44 annual job openings per year.

Chemeketa's Healthcare Coding Certificate program will lead to employable skills at the end of the program. Individuals in this field earn an annual wage of \$52,453 per year and starting wages at \$34,029 per year (qualityinfo.org), therefore it will allow these students to enter the workforce in a family-wage career.

The above recommendation was approved by the Health Information Management Advisory Committee on April 7, 2021 and the college's Curriculum Committee on January 26, 2022.

The College Board of Education will be asked to approve the Healthcare Coding Certificate of Completion at the March 2022 board meeting.

HEALTHCARE CODING CERTIFICATE OF COMPLETION

Course No.	Course Title	Credit Hrs.
Term 1		
HM112	Health Record Content	4
HM115	ICD-10-CM Coding/Diagnosis	6
HM120	Medical Terminology 1	3
	Term Total	13
Term 2		
HM101	Medical Law and Ethics	3
HM117	CPT and HCPCS Coding	6
HM121	Medical Terminology 2	4
	Term Total	13
Term 3		
HM123	Essentials of Pathophysiology	3
HM150	Professional Development Health Certificates	2
HM160	ICD-10-PCS/Advanced Topics	2
HM230	Medical Coding Certificate Practicum	1
HM231	Coding Certification Seminar	6
	Term Total	15
	Certificate Total	41

PERSONNEL REPORT

Prepared by

Alice Sprague, Associate Vice President—Human Resources
David Hallett, Vice President—Governance and Administration

NEW HIRES

Dulce A. Aguilar, Financial Services Technician I—Grant Accounting and Accounts Payable Department, Finance Division, 100 percent, 12-month assignment, Range B1 step 4.

Christopher L. Carter, Instructor-Adult Basic Ed. 12—Corrections Education Department, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range F2, Step 4.

Melinda J. Crouchley, Department Specialist—Chemeketa Press Department, Governance and Administration Division, 100 percent, 12-month assignment, Range B3, Step 7.

Karen Yoselin Garcia Reyes, Department Technician I-11 months—Academic Development Department, Regional Education and Academic Development Division, 100 percent, 11-month assignment, Range B1, Step 4.

Zane R. Garver, Department Clerk—Chemeketa Cooperative Regional Library Service Department, Student Development and Learning Resources Division, 100 percent, 12-assignment, Range A4, Step 3.

Erick Iniguez, Student Services Specialist—Woodburn Center, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range B3, Step 4.

Elizabeth Larios, Student Services Specialist—Corrections Education Department, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range B3, Step 4.

POSITION CHANGES

Samuel “Sam” L. Kirby, Maintenance/Trades Specialist—Capital Projects and Facilities Department, College Support Services Division, 100 percent, 12-month assignment, Range B3, Step 5 from Maintenance/Trades Tech I—Capital Projects and Facilities Department, College Support Services Division.

SEPARATIONS

Rosana Cruz, Department Technician II—Yamhill Valley Campus, Regional Education and Academic Development Division, effective January 12, 2022.

Matthew Dudek, Instructional Specialist—Tutoring Services Department, Student Development and Learning Resources Division, effective January 29, 2022.

BUDGET STATUS REPORT

Prepared by

Katie Bunch, Director—Business Services
Rich McDonald, Director—Budget and Finance
Aaron Hunter, Associate Vice President / Chief Financial Officer

The financial reports of the general fund and investments for the period from July 1, 2021, through January 31, 2022, are attached.

The following items are included in the report:

- General Fund Statement of Resources and Expenditures
- General Fund Budget Status Report
- Status of Investments as of January 31, 2022

**Chemeketa Community College
Statement of Resources and Expenditures
As of January 31, 2022**

Fund 100000 - General Fund Unrestricted

	<u>ADJUSTED BUDGET</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>% OF BUDGET</u>	<u>VARIANCE TO BUDGET</u>
Resources:				
Property Taxes	25,030,000	23,935,485	95.63%	(1,094,515)
Tuition and Fees	25,460,000	15,967,730	62.72%	(9,492,270)
State Appropriations - Current	37,300,000	36,904,602	98.94%	(395,398)
Indirect Recovery	1,140,000	525,247	46.07%	(614,753)
Interest	600,000	129,882	21.65%	(470,118)
Miscellaneous Revenue	300,000	431,827	143.94%	131,827
Transfers In	100,000	100,000	100.00%	-
Fund Balance	13,000,000	15,502,276	119.25%	2,502,276
Total Resources	102,930,000	93,497,049	90.84%	(9,432,951)
Expenditures:				
Instruction	39,604,542	20,191,505	50.98%	19,413,037
Instructional Support	14,096,237	7,363,546	52.24%	6,732,691
Student Services	9,381,454	4,839,859	51.59%	4,541,595
College Support Services	19,216,209	10,339,796	53.81%	8,876,413
Plant Operation and Maintenance	7,481,558	3,803,265	50.84%	3,678,293
Transfers and Contingency	11,650,000	2,890,380	24.81%	8,759,620
Total Expenditures	101,430,000	49,428,351	48.73%	52,001,649
Unappropriated Ending Fund Balance	1,500,000			

**Chemeketa Community College
Budget Status Report
As of January 31, 2022**

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	10,142,103.00	5,842,805.26	4,097,263.45	202,034.29
6120	Classified Salaries	13,819,939.00	7,463,961.70	5,184,473.40	1,171,503.90
6124	Part-Time Hourly & Student Wages	1,427,487.00	399,093.16	-	1,028,393.84
6130	Faculty Salaries	17,753,432.00	9,456,116.45	7,357,725.89	939,589.66
6132	Part-Time Faculty	8,459,866.00	4,121,950.99	1,137,816.58	3,200,098.43
6510	Fixed Fringe Benefits	10,584,378.00	5,480,100.36	-	5,104,277.64
6511	Variable Fringe Benefits	16,520,052.00	8,443,962.71	-	8,076,089.29
6512	Other Fringe Benefits	175,000.00	98,654.00	-	76,346.00
	Subtotal Personnel Services	78,882,257.00	41,306,644.63	17,777,279.32	19,798,333.05

52.36%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,862,351.00	536,883.90	-	1,325,467.10
720	Equipment \$500-\$4,999	280,638.00	36,702.40	-	243,935.60
7300	Legal Services	128,300.00	29,221.56	43,125.00	55,953.44
7310	Insurance	704,245.00	694,476.30	-	9,768.70
7320	Maintenance	482,005.00	389,728.91	39,851.00	52,425.09
7330	Communications	984,058.00	363,496.42	-	620,561.58
7340	Space Costs	1,871,697.00	733,279.03	22,478.87	1,115,939.10
7350	Staff Development	132,180.00	31,391.45	-	100,788.55
7360	Travel	398,472.00	18,202.58	-	380,269.42
7370	Other Services	3,817,290.00	2,323,649.08	715,246.63	778,394.29
7550	Capital Outlay	236,507.00	74,294.21	-	162,212.79
8150	Transfers Out	5,150,000.00	2,890,380.08	-	2,259,619.92
8500	Contingency	6,500,000.00	-	-	6,500,000.00
	Subtotal Non-Personnel Services	22,547,743.00	8,121,705.92	820,701.50	13,605,335.58

36.02%

Report Totals					
		101,430,000.00	49,428,350.55	18,597,980.82	33,403,668.63
					48.73%

STATUS OF INVESTMENTS AS OF JANUARY 31, 2022

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<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 1-31-2022</u>
Oregon Short-Term Fund - General	1-31-2022	On demand	\$36,602,700.14	0.45%
Oregon Short-Term Fund - Capital	1-31-2022	On demand	\$8,850,700.13	0.45%
 <u>Other Investments</u>				
	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
Discounted CP – Bank of Australia and New Zealand	11-01-2021	03-30-2022	\$1,998,758.33	0.150%
Treasury Note – United States Treasury	11-18-2021	04-30-2022	\$2,001,024.31	0.250%
Treasury Note – United States Treasury	11-18-2021	05-31-2022	\$2,002,068.03	0.410%
Treasury Note – United States Treasury	11-18-2021	06-30-2022	\$2,001,977.88	0.420%
Treasury Note – United States Treasury	11-18-2021	07-31-2022	\$2,001,767.28	0.520%
Treasury Note – United States Treasury	11-18-2021	08-31-2022	\$2,001,365.58	0.730%
Corporate Note – JP Morgan Chase	11-02-2021	09-23-2022	\$5,149,754.17	0.276%
Discounted CP – Nordea Bank	11-01-2021	10-21-2022	\$1,994,493.33	0.281%
Treasury Note – United States Treasury	12-10-2021	11-30-2022	\$1,996,866.68	0.290%
Treasury Note – United States Treasury	12-10-2021	12-31-2022	\$1,996,679.34	0.335%
Treasury Note – United States Treasury	12-10-2021	01-31-2023	\$2,044,514.35	0.346%
Treasury Note – United States Treasury	12-13-2021	02-28-2023	\$1,995,025.14	0.361%
Treasury Note – United States Treasury	12-13-2021	03-31-2023	\$1,993,415.11	0.400%
Treasury Note – United States Treasury	12-13-2021	04-30-2023	\$1,991,623.87	0.441%
Corporate Note – Bank of Nova Scotia	11-01-2021	05-01-2023	\$5,083,675.69	0.505%
Corporate Note – Chevron	12-09-2021	05-11-2023	\$2,595,258.67	0.647%
Gov't Agency – Federal Home Loan Mtg. Corp.	12-08-2021	06-19-2023	\$2,093,699.44	0.521%
Corporate Note – Toronto Dominion Bank	11-03-2021	07-19-2023	\$4,247,604.44	0.458%

13 week Treasuries 0.24% as of 1/31/2022

Oregon Short-Term Fund is managed by the Oregon State Treasurer - also known as LGIP (Local Government Investment Pool).

PURCHASING REPORT

Prepared by

P. Kevin Walther, Procurement Management Analyst
Katie Bunch, Director, Business Services
Aaron Hunter, Associate Vice President / Chief Financial Officer

PARKING PERMIT SOFTWARE

A Request for Proposal (RFP) for a Parking Permit Software program will be advertised in February 2022 on the college's Procurement Services Website, the Oregon Procurement Search Website, and on the OregonBuys Website. A recommendation for contract award will be made to the College Board of Education at its April 2022 meeting.

The Parking Permit Software program will be a cloud-based, online ordering system, designed to be easily accessed by students, faculty and staff. Administrative capabilities will include automatically sending renewal, due fees, and past due notices, an electronic payment gateway, and robust reporting capabilities. The contract awardee will be printing and distributing the permits.

CAPITAL PROJECTS REPORT

Prepared by

Rory Alvarez, Director—Facilities and Operations
Michael Kinkade, Associate Vice President CIO Operations Management

PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- **Building 9 Chillers**
All materials have been delivered to the college, and a contract award has been issued for the installation of the chillers. All equipment has been craned onto the roof, and installation should be complete by the end of this month.

CURRENT AND COMPLETED CAPITAL PROJECTS

- **Agricultural Complex**
Exterior Projects: Work has begun and the greenhouse with the footings and major framing components now in place. This project is still expected to be complete by the beginning of spring term. Hoop house permits have been submitted. Additional design calculations are being produced at the request of the county and design documents have been shared with the Fire Marshall for preliminary feedback.

See Appendix–2; Campus Map pages 57–58.

CHEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICE REPORT

Prepared by

John Hunter, Executive Director—Chemeketa Cooperative Regional Library Service
Manuel Guerra, Executive Dean—Student Development and Learning Resources
Bruce Clemetsen, Vice President—Student Affairs

The Chemeketa Cooperative Regional Library Service (CCRLS) report addresses activities in four areas: CCRLS Advisory Council; Polk, Yamhill and Marion (PYM) Librarians' Association; administration and automation; and statistics.

CCRLS ADVISORY COUNCIL

The Council met on February 10, 2022 to approve the proposed FY 2022–2023 budget. At its November 18, 2021 meeting, the Council approved Michael D. Thomas, city administrator for the city of Amity, as its new City Manager member.

PYM

PYM library directors have met monthly since September 2021 with the last PYM meeting being on February 4, 2022. The PYM circulation committee recommended, and PYM approved, substantial updates to policies concerning the waiving of fines accrued by library users, billing for lost items, and the deletion of patron records. Similarly, the many policies and practices that were established to respond to the COVID-19 pandemic were reevaluated, revised or rescinded within the context of new-normal operations

CCRLS ADMINISTRATION AND AUTOMATION

Network/Systems Administrator Vacancy: This mission critical position, which supports the network connections that link CCRLS member libraries to essential services such as the cloud-based library automation system, has been vacant since early June 2021. It has been difficult to fill given current dynamics in the job market. Interviews were scheduled for the first week of February with hopes that a successful candidate will emerge.

CCRLS Budget Approval (FY 2022–2023): With the recommendation of the PYM Budget Committee, the proposed budget was approved by the PYM library directors on February 4, 2022 and the CCRLS Advisory Council on February 10, 2022.

Confederated Tribes of Grand Ronde (CTGR) Tribal Library Membership: Work to fully integrate the CTGR Tribal Library, delayed by COVID-19, has resumed in earnest. CTGR is scheduled to be fully included in the shared library automation system no later than mid-June 2022.

Courier Operations: The CCRLS courier system has been fully modernized with the hiring of two full-time mobile service assistants, the new driver classification that also features clerical and customer service responsibilities. The mobile assistants and part-time hourly driver now operate three short routes that service most member libraries more efficiently and sustainably Monday

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through Friday. The new service model will eventually support the centralized sorting of library materials via Automated Materials Handling. Finally, two new Isuzu trucks with 16' boxes are on order to replace two existing trucks, which have accrued ~270,000 and ~350,000 miles respectively. The \$139,258 purchase was made using planned savings for vehicle replacement.

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CCRLS STATISTICAL REPORT		Dec 2021	Dec 2020	Trend
Library users:				
Total registered		251,659	259,955	-3.19%
City resident (FULL)		183,965	190,025	-3.19%
Rural adult resident (BASIC, FEE, OOD)		46,152	47,383	-2.60%
Rural youth (CARE)		18,378	18,797	-2.23%
Active users		29,716	28,229	5.27%
Items in collection:		1,087,578	1,068,603	1.78%
Circulation:				
Total checkouts		171,040	86,846	96.95%
Via self-check	28.38%	48,548	3,649	1230.45%
To rural adults (BASIC, FEE, OOD)	15.75%	26,936	17,015	58.31%
To rural youth (CARE)	7.45%	12,738	5,833	118.38%
Small library rotating collection		232	115	101.74%
Holds filled		22,990	25,996	-11.56%
Items carried via Courier		45,330	35,423	27.97%
Interlibrary Loans:				
Among CCRLS members		28,916	35,348	-18.20%
Borrowed from elsewhere		0	0	0.00%
Loaned to elsewhere		0	0	0.00%
Library User Engagement:				
Online registrations		79	121	-34.71%
Telephone renewals		56	0	0.00%
Mobile application launches		18,000	13,527	33.07%
Mobile application searches		16,918	16,471	2.71%
Web catalog users		12,643	11,325	11.64%
Web catalog sessions		39,291	35,164	11.74%
Web catalog searches		64,263	53,866	19.30%
CCRLS-provided database uses		9,010	7,991	12.75%
CCRLS-provided eVideo uses		2,250	2,184	3.02%
CCRLS-provided eBook uses		37,924	38,768	-2.18%
CCRLS Help Desk (tickets resolved)		47	61	-22.95%
Notices to Users:				
via Email		N/A	N/A	0.00%
via Text (SMS)		5,634	3,535	59.38%
via Telephone		1,192	0	0.00%
via Post		84	0	0.00%

Standard Report-6
February 16, 2022

**CHEMEKETA COMMUNITY COLLEGE COVID-19
HEALTH AND SAFETY OPERATIONAL PLAN**

Prepared by

John McIlvain, Manager—Emergency and Risk Management
Michael Kinkade, Associate Vice President CIO Operations Management

As required by Governor Kate Brown's Executive Order 20-28, each public university and community college must develop a written campus health and safety plan describing how the institution will comply with the requirements. The College Board of Education must regularly review the plan that was approved at the July 22, 2020 board meeting. It was subsequently submitted to the local health authority and the Higher Education Coordinating Commission. Updates and amendments, if any, will be presented to the board at the February board meeting.

RECOGNITION REPORT

Prepared by

Jessica Howard, President/Chief Executive Officer

I would like to recognize the following for recent contributions to Chemeketa and to their professions.

Phil Lavine, Agribusiness Management Instructor, was featured in the January 14, 2022, Capitol Press, for his years of teaching farmers from the perspective of the “lean” business theory which focuses on continuously improving productivity while conserving resources. The Capitol Press is a weekly agricultural newspaper covering the West Coast. *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

Chemeketa Cellars received three awards at the McMinnville Wine + Food Classic wine competition including: Double Gold for the 2017 Sparkling Blanc de Noir, Silver for the 2018 Pinot Noir and 2019 Red Table Wine. This event hosts craft producers of Oregon wine, beer, spirits, food, and art. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Wine from Chemeketa Cellars received awards at the 2022 San Francisco Chronicle Wine Competition including: Silver for the 2017 Sparkling Blanc de Noir, 2019 Red Table Wine, and 2020 Gamay Noir, and Bronze for the 2020 Pinot Blanc and 2018 Pinot Noir. This is the largest wine competition in North America, and nearly 5,700 wines were entered into this event. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Thanks to ED DODSON, Chemeketa Board of Education member, for his generous donation of a 2008 VW Passat to the Chemeketa Automotive Program on February 1. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.) (Value: Stewardship) (Value: Collaboration)*

REBECCA HILLYER was recently appointed Treasurer of the Marion County Bar Association for 2022. *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.) (Value: Collaboration)*

Academic Development (CHRIS KATO), High School Partnerships (SARA HASTINGS), and the Woodburn Center (ELIAS VILLEGAS) are partnering with the Woodburn School District to serve out-of-school youth by offering a non-credit, evening class that focuses on contextualized language learning. Some of the topics include math, literacy, job skills, rights and citizenship, and personal health. The outcomes of the program are to reconnect youth to education through meaningful coursework, provide a connection with and pathway to Chemeketa, and continue to build trust between the Woodburn Guatemala community and institutions of learning. *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

Standard Report-7
February 16, 2022

A special thanks goes out to NORIKO DIVERS, SILVIA HERMAN, AND MASUMI TIMSON from our Languages department and TETER KAPAN, Director of Student Equity and Intercultural Programs, for their work on the Chemeketa Otemae Japanese English collaboration. The Chemeketa Otemae Japanese English collaboration completed its second Virtual Language & Culture Exchange on January 26th, facilitated by Akemi Tamaki and the International Exchange Center at Otemae University.

Pre-pandemic student exchange activities with Otemae were replaced last year with the launch of these virtual options involving communication partnerships between 1st and 2nd year Chemeketa students in our Japanese language classes and 2nd, 3rd, and 4th year students in Global Nursing, Cultural Studies, Architecture, Media & Life Studies from Otemae University in Nishinomiya, Japan. *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

MATT HALL, Systems Analyst in Information Technology, is recognized for his efforts in creating cybersecurity awareness training for all employees as well as running a successful phishing simulation campaign that will improve the college's cybersecurity awareness and readiness. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

APPROVAL OF PROPOSED STUDENT TUITION AND FEES FOR 2022–2023

Prepared by

Aaron Hunter, Associate Vice President/Chief Financial Officer
Bruce Clemetsen, Vice President—Student Services
Mike Vargo, Vice President—Academic Affairs
Jessica Howard, President/Chief Executive Officer

Each year the college reviews student tuition and fees as part of the budget development process. The recommendation is brought to the board for discussion in January. The core theme of student success continues to focus the college to support initiatives, strategies, programs and operations that will positively impact targets for completion and student success.

Tuition and Fee-Setting Guidelines

- Balance the need for revenue to maintain levels of service with affordability for students.
- Consider the level of state funding along with anticipated tuition and fee revenues when recommending changes to the tuition and fee rates.
- Incorporate annual inflationary increases to the rates to maintain equity among cohorts and avoid the eventual necessity of large rate increases to re-align with our guidelines.
- Maintain an alignment with our comparator colleges identified as: Clackamas Community College, Lane Community College, Linn-Benton Community College, Mt. Hood Community College, and Portland Community College.

Proposed Student Tuition and Universal Fee Rates for 2022–2023

After a review of the college's projected budget for 2022–2023 and applying tuition and fee-setting guidelines, the administration is asking the Board to consider the following increases:

- Tuition increase of \$3 per credit hour
- Universal fee increases of \$3 per credit hour
- Out-of-state and international tuition increase of \$9 per credit hour
- Increase the differential fee rate of \$5 per credit hour for high-cost programs and courses to \$10 per credit hour

The following chart helps demonstrate the proposed increases:

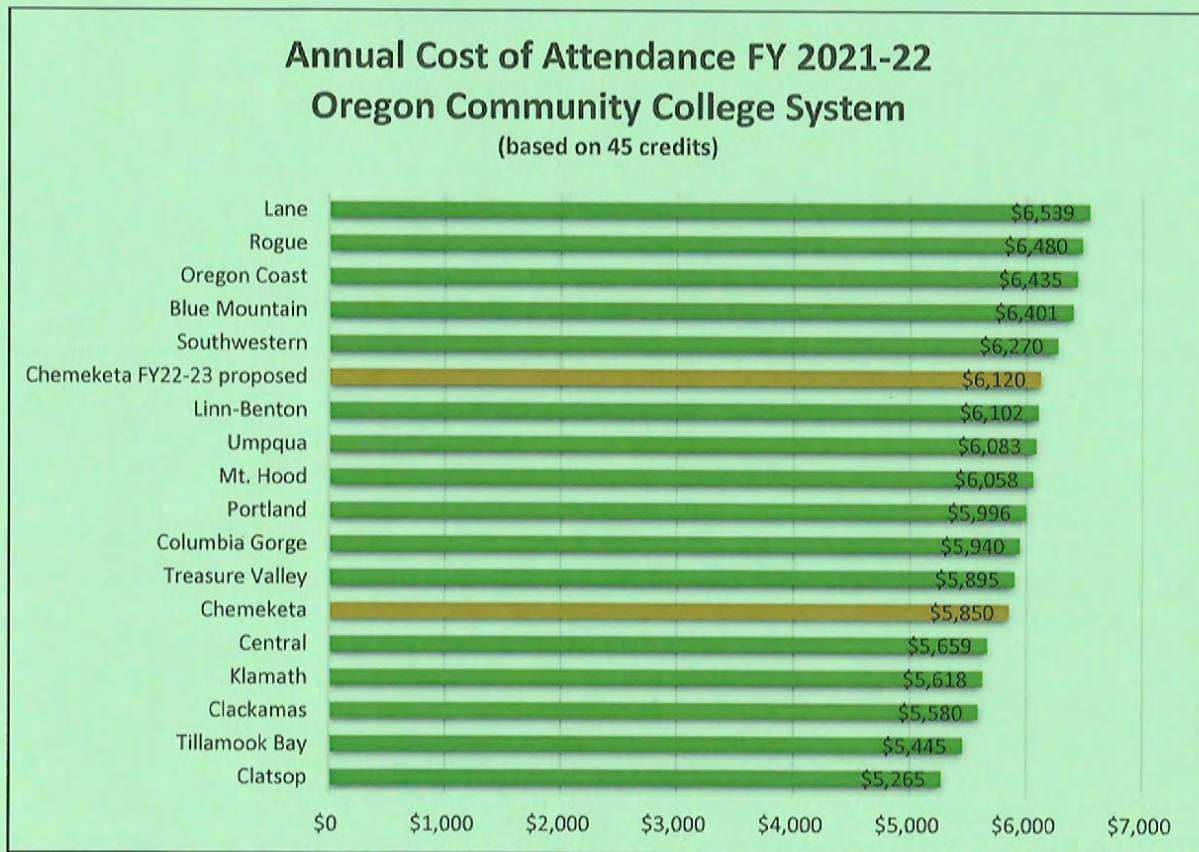
Rate	Current (2021–2022 per credit)	Increase per credit	Proposed (2022–2023 per credit)
Tuition	\$96	\$3	\$99
Universal Fee (credit courses)	\$34	\$3	\$37
Total per credit cost/increase	\$130	\$6	\$136

Separate Action-1
February 16, 2022

Total Percent Increase			4.6%
Out-of-State & International Tuition	\$261	\$9	\$270
Differential Fee	\$5	\$5	\$10

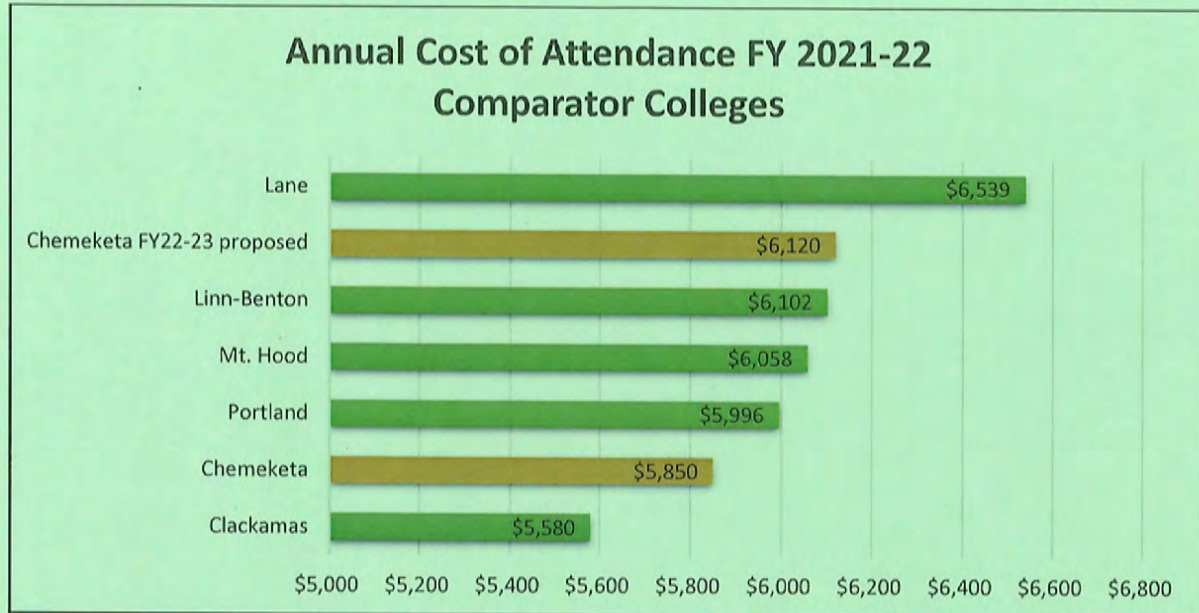
Comparison Information

The relative cost ranking of all 17 community colleges from highest to lowest is shown below. For this current year, Chemeketa is below the statewide average of \$5,947.



Separate Action-1
February 16, 2022

The relative cost ranking of Chemeketa's comparator colleges from highest to lowest is shown below. For this current year, Chemeketa is below the comparator group average of \$6,021.



The proposed increase would place the college second among the comparator colleges *based on current year (2021–2022) rates*. It is likely that the college would be in the middle of comparator colleges again next year, if comparator colleges also propose modest rate increases for 2022–2023. We will not know what other community colleges adopt as their rates until later in the spring and therefore we use current year rates as comparison data.

The college administration held a student tuition forum on February 7, 2022, and presented the proposed increases and shared changes in federal and state financial aid allocations.

It is recommended that the College Board of Education approve the following increases to become effective summer term 2022:

- Tuition increase of \$3 per credit hour
- Universal fee increases of \$3 per credit hour
- Out-of-state and international tuition increase of \$9 per credit hour
- Increase the differential fee rate of \$5 per credit hour for high-cost programs and courses to \$10 per credit hour

Action-1
February 16, 2022

**APPROVAL OF REVISED 2022–2023 PROPOSED BUDGET CALENDAR
AND RESOLUTION NO. 21-22-21,
SETTING BUDGET COMMITTEE MEETING DATES
[21-22-129]**

Prepared by

Rich McDonald, Director—Budget and Finance
Aaron Hunter, Associate Vice President / Chief Financial Officer

The proposed budget calendar was presented to the board at the January meeting. The budget calendar is now being presented for approval.

Oregon statutes require that the College Board of Education establish the date of the official budget committee meeting. The attached resolution sets April 6, 2022, as the official budget committee meeting, with a meeting also scheduled on April 20, 2022, and an optional meeting on April 27, 2022.

Official action is requested to approve the budget calendar for 2022–2023 and adopt Resolution No. 21-22-21.

Action-1
February 16, 2022

CHEMEKETA COMMUNITY COLLEGE
2022–2023 BUDGET CALENDAR

January 19, 2022	Board reviews budget calendar
February 16, 2022	Board approves budget calendar Board adopts resolution setting Budget Committee meeting dates
March 7, 2022 - April 1, 2022	Publish legal notices of Budget Committee meetings
April 6, 2022 (6 pm)	Budget Committee meeting: Committee charge Election of Officers President's message Presentation of Budget-General Fund (Location: TBD)
April 20, 2022 (3:30 pm)	Budget Committee meeting: Presentation of Budget-Other Funds Discussion and approval (Location: TBD)
April 27, 2022 (6 pm)	Optional Budget Committee meeting (Location: TBD)
April 18, 2022- May 13, 2022	Publish Budget Summary and Notice of Budget Hearing
May 18, 2022 (6 pm)	Public Hearing on the Budget (Location: TBD)
June 22, 2022	Board adopts the Budget Resolution Board declares Budget Committee vacancies (Location: TBD)
July 15, 2022	Certify tax levy with county assessor

Action-1
February 16, 2022

**RESOLUTION NO. 21-22-21,
SETTING BUDGET COMMITTEE MEETING DATES**

WHEREAS, dates for meetings of the budget committee to discuss budget preparation need to be established,

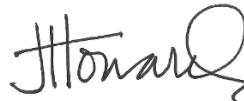
NOW THEREFORE, BE IT RESOLVED, that in accordance with local budget law, budget committee meetings have been scheduled to discuss the preparation of the 2022–2023 budget and established dates at which the proposed budget, accompanied by the president's message, will be presented. Meetings will be on April 6, 2022, at 6 pm and April 20, 2022, at 4 pm. Both will be remote meetings.



Jackie Franke
Chairperson

2/16/2022

Date



Jessica Howard
President/Chief Executive Officer

APPROVAL OF COLLEGE POLICIES
BP #1100—CHEMEKETA COMMUNITY COLLEGE'S
NAME(S) AND TRADEMARK(S) AND
BP #1200—CHEMEKETA COMMUNITY COLLEGE'S
MISSION / VISION / VALUES / CORE THEMES
[21-22-130]

Prepared by

Rebecca Hillyer, General Counsel
David Hallett, Vice President—Governance and Administration

The College Board of Education is being asked to approve board policies #1100 and #1200. These two policies make up Chapter 1 of the new Board Policy and Procedure Manual. In review of these policies, the Oregon Community College Association's (OCCA) Board of Education BP 1000 Series (Chapter 1) policies were compared to the current College Board of Education 0000 Series and Administrative 2000 Series. Language from the OCCA policies and current Chemeketa policies informed revision and ensures they meet the needs of the college.

CHEMEKETA COMMUNITY COLLEGE'S NAME(S) AND TRADEMARK(S)—BOARD POLICY
#1100

This policy is entirely new and is legally advised by the Oregon Community College Association policy program utilized by Chemeketa. This policy seeks to protect the name of the college as well as the name of college facilities against use by others outside of the college for commercial or other purposes. Additionally, current college Policy #2275—College Trademark (Logo) is incorporated into this policy since it also endeavors to restrict use of the college logo and other portions of college facilities unique to Chemeketa and associated with the college by others outside the college. Use of the college's name, logo or distinguishing characteristics associated with the college cannot be used by others outside of the college without written permission by the college president / chief executive officer.

CHEMEKETA COMMUNITY COLLEGE'S MISSION / VISION / VALUES / CORE THEMES—
BOARD POLICY #1200

This policy represents the college's current Mission / Vision / Values / Core Themes and is being renumbered to be incorporated into the new policy standard established by the Oregon Community College Association policy program. Nothing has changed from the current wording in existing Policy #0010.

For the above noted policies, the new language is underlined and the former language has been stricken with lines through the text. These policies were reviewed through the College Policies' Implementation Team process. It is recommended that the College Board of Education approve college policies BP #1100—Chemeketa Community College's Name(s) and Trademark(s) and BP #1200—Chemeketa Community College's Mission / Vision / Values / Core Themes.



College Mission Series (1000)

BP 1100

Chemeketa Community College's Name(s) and Trademark(s)

NAME(S)

The college has been named the Chemeketa Community College.

The name is the property of the Chemeketa Community College. No person shall, without the written permission of the Board of Education president/chief executive officer, use this name or the name(s) of any college(s) or other facilities campuses or outreach centers of the Chemeketa Community College, or any abbreviation of them, to imply, indicate, or otherwise suggest that an organization, product, or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the Chemeketa Community College.

The Chemeketa Community College consists of the following college(s) and education center(s): campuses and outreach centers:

1. Salem Main Campus
2. Center for Business and Industry
3. Polk Center
4. Yamhill Valley Campus
5. Woodburn Center
6. Northwest Wine Studies Center
7. Brooks Regional Training Facility
8. Santiam Center

TRADEMARK(S)

Chemeketa Community College prohibits the use of its logo, images, or distinctive parts of its facilities to promote any commercial or political purpose, unless approved in writing by the college president/chief executive officer. Distinctive parts include, but are not limited to, art panels in Building 2 3 that are unique to the college Chemeketa.

Adopted College Board of Education

Revised College Board of Education



College Mission Series (1000)

BP 1200

Chemeketa Community College's Mission-Vision-Values-Core Themes

The mission-vision-values-core themes of the Chemeketa Community College is are:

Mission:

Chemeketa provides opportunities for students to explore, learn, and succeed through quality educational experiences and workforce training.

Vision:

Chemeketa will be a catalyst for individuals, businesses, and communities to excel in diverse and changing environments.

Values:

Collaboration: We collaborate to ensure purposeful, effective programs and services that support all students. We welcome diverse perspectives and encourage the free exchange of ideas.

Diversity: We are a college community enriched by the diversity of our students, staff, and community members. Each individual and group has the potential to contribute in our learning environment. Each has dignity. To diminish the dignity of one is to diminish the dignity of us all.

Equity: We promote a just and inclusive environment in which all individuals receive equitable support to reach their full potential. We do this through fair treatment, access, opportunity, and advancement for all, aiming to identify and eliminate barriers that have prevented the full participation of some groups.

Innovation: We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

References:

NWCCU Standards 1.A.1, 1.B.2, 1.B.4, 2.G.2
ORS 341.005, 341.009

Action-2
February 16, 2022

Stewardship: We act with personal and institutional accountability for the responsible use of environmental, financial, and human resources to meet the needs of current students without compromising the needs of future generations of students.

Core Themes:

Academic Quality: Quality programs, instruction, and support services are provided to students.

Access: A broad range of educational opportunities and workforce training are provided to students in pursuit of their goals.

Community Collaborations: Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.

Student Success: Students progress and complete their educational goals.

The Board of Education will evaluate and revise the mission of the college on a regular basis.

The Chemeketa believes a commitment to diversity, equity, and inclusion enriches the college's mission and supports students in achieving their educational goals.

Adopted College Board of Education

Revised College Board of Education

References:

NWCCU Standards 1.A.1, 1.B.2, 1.B.4, 2.G.2
ORS 341.005, 341.009

**APPROVAL OF REDISTRICTING OF
CHEMEKETA COMMUNITY COLLEGE
ZONES 1, 2, 3, 4, 5, 6 AND 7
[21-22-131]**

Prepared by

Rebecca Hillyer, General Counsel
David Hallett, Vice President—Governance and Administration

The state law governing community college board zones is ORS 341.175, *Adjustment of Boundaries*, which states “The Board shall adjust the boundaries of zones established within a district as necessary to make them as nearly equal in population as is feasible according to the latest federal census.” Oregon bases both state legislative reappointment plans and congressional reappointment plans on redistricting data from the United States Census Bureau. The United States Census Bureau provided final census redistricting of Oregon in August 2021. On September 27, 2021, the Oregon Legislative Assembly completed the adoption of new congressional and legislative redistricting maps for Oregon with the passage of Senate Bill 881A and Senate Bill 882 and Governor Brown subsequently signed both measures. Based on the census data, Chemeketa Community College must reappoint district zones 3, 4, 5, and 7 and will slightly adjust zones 1, 2 and 6 in order to better equalize population distribution.

Each district or precinct, as nearly as practicable, shall:

- Be contiguous;
- Utilize existing geographic or political boundaries;
- Not divide communities of common interest; and
- For districts, be of nearly equal population

In general, if zones are within five percent of being equal in population, and are contiguous, use existing natural or administrative boundaries, reflect communities of common interest and do not favor a particular party or incumbent, then the intent of the law is satisfied.

2020 Census results indicate the following:

Estimated total population of the Chemeketa Community College district: 508,740
Target population per Board Member Zone: 72,677 (+/- 3,634 or 5%)

Current population per Zone (Deviation from target in parentheses):

Zone 1 (South Salem): 72,208 (-0.6%)
Zone 2 (Yamhill, North Polk): 74,433 (+2.4%)
Zone 3 (Central Salem, South Keizer): 67,522 (-7.1%)
Zone 4 (Balance of Marion, North Linn): 69,018 (-5.0%)
Zone 5 (East Salem): 75,113 (+3.4%)
Zone 6 (North Marion): 71,199 (-2.0%)
Zone 7 (Balance of Polk): 79,247 (+9.0%)

Action-3
February 16, 2022

The following proposed boundary adjustments for board zone boundaries equalizes the zone populations, maintains the current basic organization in the district, retains incumbent board members within the zones in which elected, and simplifies zone descriptions.

Zone 1	(South Salem)	72,306	-0.5%
Zone 2	(Yamhill, North Polk)	72,890	+0.3%
Zone 3	(Central Salem, South Keizer)	72,660	-0.0%
Zone 4	(Balance of Marion, North Linn)	72,638	-0.1%
Zone 5	(East Salem)	72,652	-0.0%
Zone 6	(Woodburn/North Keizer)	72,832	+0.2%
Zone 7	(Polk County and Western Marion)	72,762	+0.1%

This proposal makes the following changes: moves West Salem parts north of Orchard Heights Pl/Rd NW into District 3 (was 7); expands District 1 to include downtown Salem south of Front St/Pringle Pkwy and align along Salem/Keizer UGB boundary; moves eastern boundary of District 5 west to Cordon Rd NE and expands slightly north and south; swaps some area in District 2 in Polk County to District 7; Zone 4 moves slightly north to include Mt. Angel; Zone 7 expands east of Independence into Marion County.

It is recommended that the College Board of Education approve the proposed boundary adjustments for Zones 1 through 7.

Action-4
February 16, 2022

**APPROVAL OF NAMING OF THE SOFTBALL FIELD
[21-22-132]**

Prepared by

David Hallett, Vice President—Governance and Administration
Jessica Howard, President / Chief Executive Officer

In honor of Cassie Belmodis' years of service and support for the college, it is recommended that the board name the softball field on the Salem campus as follows:

Belmodis Field

It is recommended that the College Board of Education approve the naming of the softball field Belmodis Field.

MISSION • VISION • CORE THEMES • VALUES

MISSION *(Our purpose)*

Chemeketa provides opportunities for students to explore, learn, and succeed through quality educational experiences and workforce training.

VISION *(What is accomplished by carrying out our mission)*

Chemeketa will be a catalyst for individuals, businesses, and communities to excel in diverse and changing environments.

CORE THEMES *(Manifests essential elements of the mission and collectively encompass the mission)*

Academic Quality – Quality programs, instruction, and support services are provided to students.

Access – A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.

Community Collaborations – Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.

Student Success – Students progress and complete their educational goals.

VALUES *(How we carry out our work; desired culture; our beliefs)*

Collaboration – We collaborate to ensure purposeful, effective programs and services that support all students. We welcome diverse perspectives and encourage the free exchange of ideas.

Diversity – We are a college community enriched by the diversity of our students, staff, and community members. Each individual and group has the potential to contribute in our learning environment. Each has dignity. To diminish the dignity of one is to diminish the dignity of us all.

Equity – We promote a just and inclusive environment in which all individuals receive equitable support to reach their full potential. We do this through fair treatment, access, opportunity, and advancement for all, aiming to identify and eliminate barriers that have prevented the full participation of some groups.

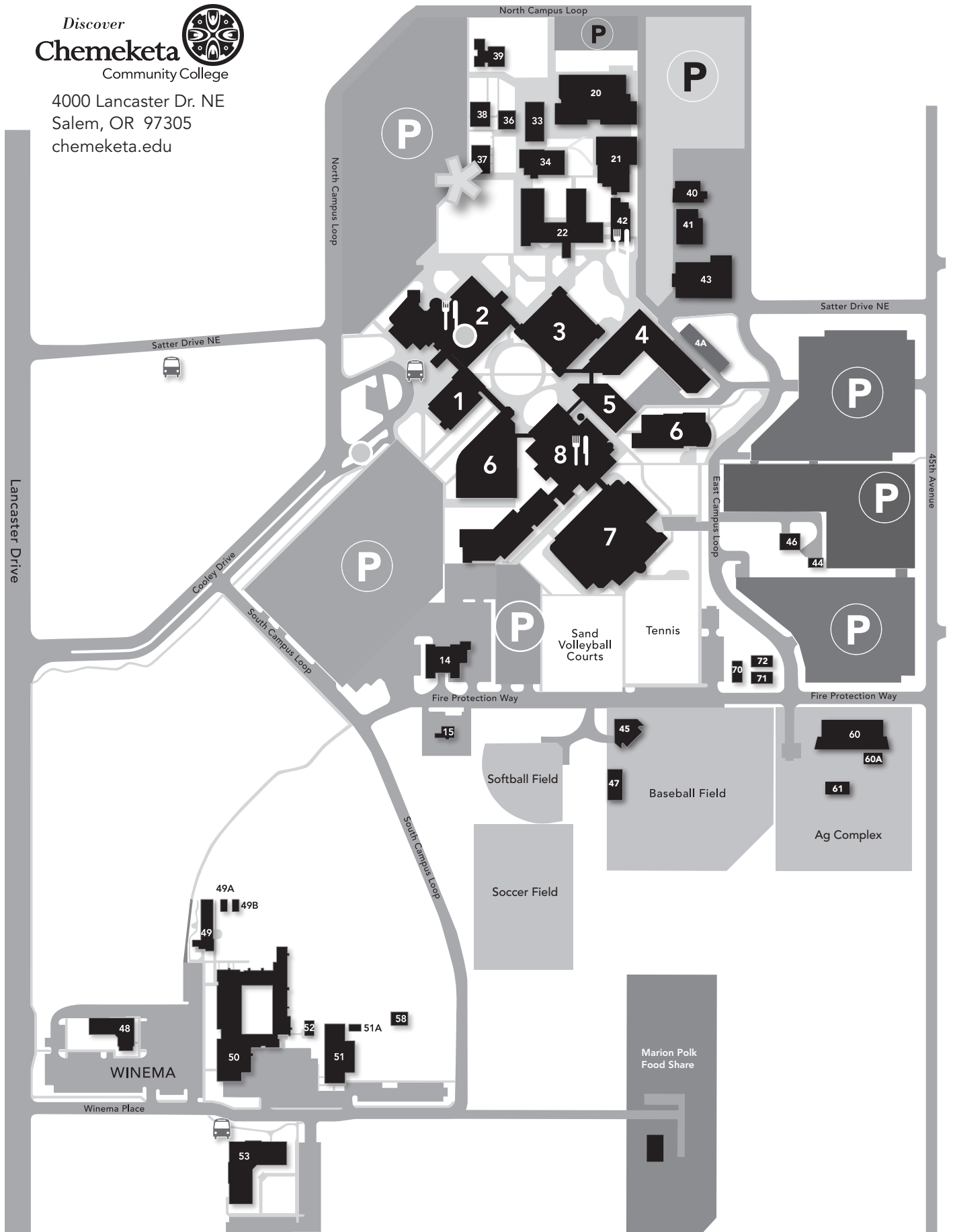
Innovation – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

Stewardship – We act with personal and institutional accountability for the responsible use of environmental, financial, and human resources to meet the needs of current students without compromising the needs of future generations of students.

Appendix-2
February 16, 2022



4000 Lancaster Dr. NE
Salem, OR 97305
chemeketa.edu



Building directory on reverse side

Appendix-2 February 16, 2022

Building and Primary Function(s)

- 001** 1st Floor: Bookstore,
- 001** 2nd Floor: Faculty Offices
- 002** 1st Floor: Advising & Counseling; Career Center; Convenience Store; Food Court; Information Center; Multicultural Center; Placement Assessment; Planetarium; Public Safety; Student Accessibility Services; Student Recruitment; Student Retention & College Life; Student Support Services
- 002** 2nd Floor: Business Services; CAMP; Chemeketa Completion Program; College Support Services; Enrollment Center; Financial Aid; Graduation Services; Human Resources; President's Office; Procurement; TRiO; Talent Search; Title IX Office; Tutoring Services; Upward Bound; Veterans Services
- 003** 1st Floor: Gretchen Schuette Art Gallery; Classrooms
- 003** 2nd Floor: Classrooms; Instruction and Student Services; Math Hub; Math Faculty; Testing Center
- 004** 1st Floor: Automotive Program; Electronics Program; Faculty Offices
- 004** 2nd Floor: Visual Communications; Robotics; Electronics & Networking Programs; Faculty Offices
- 005** 1st Floor: Art Classrooms
- 005** 2nd Floor: Classrooms; Foundation, Marketing & Public Relations; Public Information
- 006** 1st Floor: Auditorium; Classrooms
- 006** 2nd Floor: Classrooms; Employee Development
- 007** Gymnasium; Physical Education Classrooms
- 008** 1st Floor: Dental Clinic; Health & Science Classrooms;
- 008** 2nd Floor: Health & Science Classrooms
- 009** 1st Floor: Classrooms; The Center for Academic Innovation; Academic Effectiveness; IT Help Desk; Television Studio; Online Programs
- 009** 2nd Floor: Library; Writing Center; Computer Lab; Study Rooms
- 014** Public Safety
- 015** Burn Tower
- 020** Drafting; Engineering; Machining Program; Faculty Offices
- 021** Welding Program
- 022** Academic Development; HEP; Information Technology
- 033** Apprenticeship Programs
- 034** Conference Rooms; SOAR
- 037** Faculty Offices
- 038** Faculty Offices; Occupational Skills Training; Cooperative Work Experience
- 039** Child Development Center
- 040** Facilities & Operations
- 041** Facilities & Operations

- 042** Catering Kitchen; Northwest Innovations
- 043** Copy Center; Mail Room; Recycling
- 044** Horticulture Potting Shed
- 045** Activity Field
- 046** Greenhouse
- 048** Conference Rooms; MaPS Credit Union; Blue Moon Cafe
- 049** Mid-Willamette Education Consortium, Youth GED Options
- 050** High School Partnerships
- 051** Winema High School; Lab
- 052** Classrooms
- 053** Department of Human Services
- 058** Facilities & Operations Annex
- 060** Agricultural Sciences
- 061** Headhouse
- 062** Pavillion

Area or Service—Building/Room

- Academic Development—22/100
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Athletics—7/103
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Career Center—2/115
- Chemeketa Cooperative Regional Library Service—9/136
- Chemeketa Online—9/106
- Computer Labs, Library—9/Second Floor
- Convenience Store—2/180
- Cooperative Work Experience—38
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- Employee Development Center—6/218b
- English for Speakers of Other Languages—22/100
- Enrollment Center—2/200
- Extended Learning—3/252
- Financial Aid—2/200
- First Aid—2/173
- Food Service—2/First Floor, 8, & 42
- GED—22/100
- General Information (Welcome Center)—2/110
- Gymnasium—7
- Human Resources—2/214
- International Programs and Study Abroad—2/174
- Instruction & Student Services—3/272
- IT Help Desk—9/128
- Library—9/Second Floor
- Lost & Found—2/173
- Mail Room—43
- Multicultural Center—2/177A
- Northwest Innovations—42
- Parking Permits—2/173 Public Safety Placement Assessment—2/201
- Planetarium—2/171
- Posting Notices on Campus—2/176
- President's Office—2/216

- Public Information—5/266
- Public Safety—2/173—503.399.5023
- Registration—2/200
- Scholarships—5/266
- Student Accessibility Services—2/174
- Student Center—2/179
- Student Clubs—2/176
- Student Identification Cards—1/First Floor
- Bookstore
- Study Skills—2/210
- Television Studio—9/162
- Testing Center—3/267
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—2/210
- Vending Machine Refunds—1/First Floor
- Bookstore
- Veterans Services—2/201
- Veterans Resource Center—2/116
- Writing Center—9/210

Instructional Department Offices

- Agricultural Sciences—60
- Applied Technologies—20/203
- Business & Technology, Early Childhood Education & Visual Communications—1/204
- Chemeketa Online/Tech Hub—9/106
- Dental Programs—8/109
- Education, Languages & Social Sciences—3/252
- Emergency Services—Brooks Regional Training Center
- Health, & Human Performance—7/103
- Life Sciences and Physical Sciences—8/104
- Liberal Arts—1/204
- Math, Engineering & Computer Science—3/252
- Nursing—8/104
- Pharmacy Technology—8/113

Restrooms

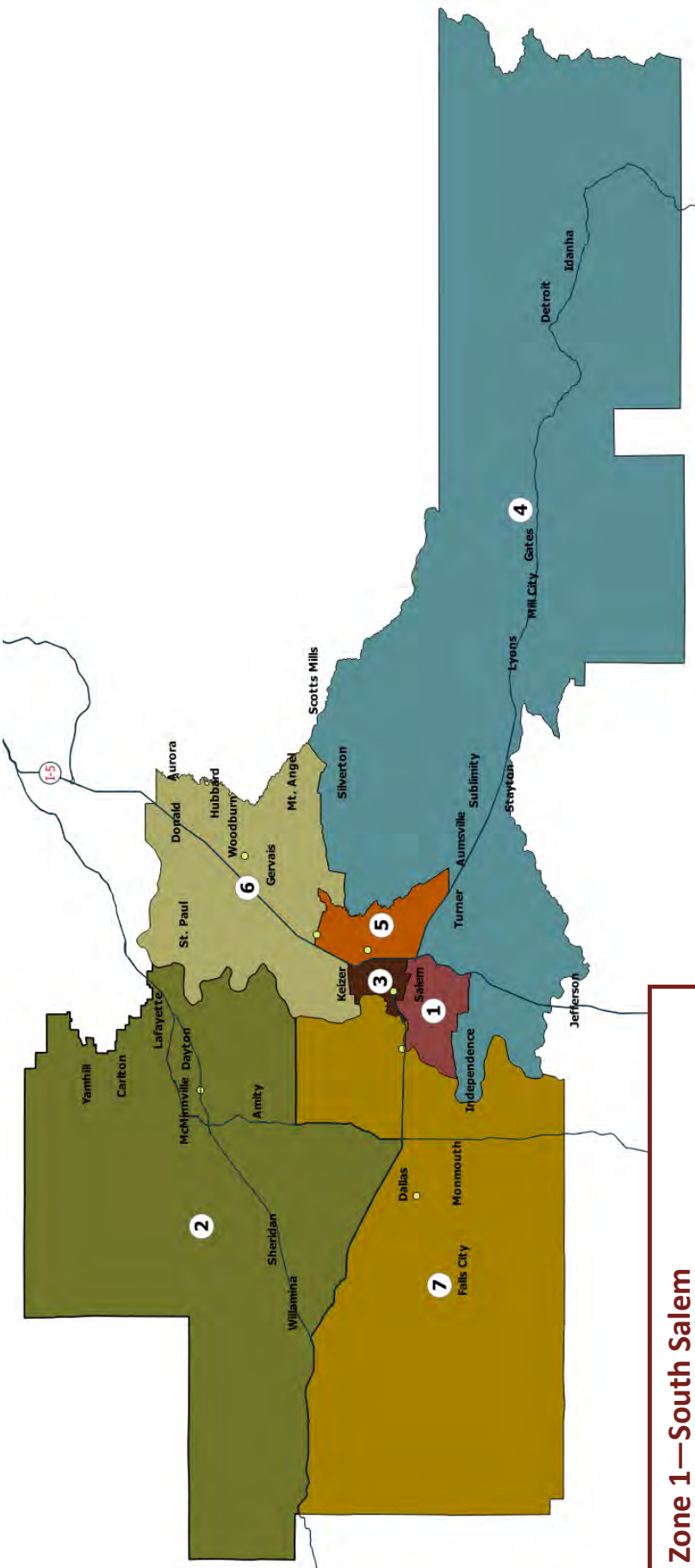
SINGLE OCCUPANCY

- Building 2—First floor, across from C-Store
- Building 4—Second floor
- Building 5—Second floor
- Building 6—First floor
- Building 8—First floor
- Building 20—First floor
- Building 36—First floor
- Building 37—First floor
- Building 38—First floor
- Building 40—Second floor
- Building 50—First floor
- Building 51—First floor

MOTHER'S ROOM

- Building 2—First floor, next door to C-Store
- Building 8—First floor
- Building 20—Second floor
- Building 40—Second floor

Chemeketa Community College Board Zone Boundary Map




- Zone 1—South Salem**
- Zone 2—Yamhill County**
- Zone 3—North Salem**
- Zone 4—South Marion County**
- Zone 5—East Salem**
- Zone 6—North Marion County**
- Zone 7—Polk County**

- Board Members
- ZONE 1 Ed Dodson**
 - ZONE 2 Ron Pittman, Vice Chair 2021-2022**
 - ZONE 3 Neva Hutchinson**
 - ZONE 4 Ken Hector**
 - ZONE 5 Jackie Franke, Chair 2021-2022**
 - ZONE 6 Diane Watson**
 - ZONE 7 Betsy Earls**

Handouts
February 16, 2022

Chemeketa Pathways Impact on Post-Completion Success



Chris Potts, Associate Dean, Counseling and Career Services

Don Brase, Executive Dean, General Education and Transfer Studies

Heidi Gilliard, Director, Institutional Research and Reporting

February 16, 2022

Chemeketa Pathways – Action Team

Membership on the A Team

- **Bruce Clemetson**, Vice President of Student Affairs
- **Mike Vargo**, Vice President of Academic Affairs
- **Leslie Maksun**, Faculty Senate Representative, Math/Gen Ed
- **Bret Malley**, Faculty Senate Representative, Visual Comm./CTE
- **Mary Hughes**, Faculty Senate Representative, ESOL/R.E.A.D.
- **Manuel Guerra**, Exec. Dean Student Development & Learning Resources
- **Gary West**, Manager Academic & Organizational Effectiveness
- **Julie Peters**, Dean Academic & Organizational Effectiveness
- **Don Brase**, Executive Dean, Gen Ed and Transfer Studies
- **Mary Scamahorn**, Administrative Coordinator, Academic Affairs
- **Adrian Lutz**, Executive Assistant, Gen Ed and Transfer Studies

Chemeketa Pathways – Pillar 1

Students coming into Chemeketa Community College are finding a Chemeketa Pathway before they even set foot on campus. Here is what the college is putting in place.

Clarify the Path

- New application form capturing student intent better
- Website and Catalog organized by Chemeketa Pathways
 - Website: chemeketa.edu\Programs & Classes (scroll down)
 - Catalog: chemeketa.edu\Programs & Classes\College Catalog
- Lanyards for each pathway; upcoming posters on campus
- First version of maps have been completed
- Second version being worked on beginning with five programs (Biology, Business, English, Psychology, Visual Communications)

Chemeketa Pathways Updates – Pillar 2

Enter the Path

- Advising and Counseling preparing for Chemeketa Pathways
- Degreeworks software updated so students can see pathway
- EAB Navigate software implementation
 - Captures student services activities and all advising communication
 - Training already started and will be used in Academic Support
- Slate is additional software to be used in recruitment

Chemeketa Pathways Updates – Pillar 3

Stay on the Path

- Software: Slate during recruitment, EAB Navigate and Degreeworks once attending
- Personnel: recruitment, advising, career counseling, academic support, faculty guidance, and transfer specialists
- The Arc:
 - From high school or job force
 - Into a Chemeketa Pathway, and once attending at Chemeketa guided support along pathway
 - Exit into a career or transfer to a university

Chemeketa Pathways Updates – Pillar 4

Ensure Learning and Track Progress

- Early Momentum Measures used at Chemeketa and Oregon community colleges
- Learning Outcomes Advisory Committee (LOAC) for college accreditation and learning in pathways - setting outcomes by “Track” (degree) so progress can be checked
- Disaggregated data to ensure progress by all students and build a system to support BIPOC, first generation students

The four pillars are built. The foundation of Chemeketa Pathways is laid.

EMSI/Burning Glass – *Career Coach*

Online tool that helps individuals (pre-college, currently enrolled students, and alumni) explore career pathways and connect them to programs within Chemeketa Pathways.

- [Chemeketa Pathways Career Development Model](#)
 - Directed and Self-Directed Opportunities for student to explore career pathways
- [Career Coach for Chemeketa](#)
 - Student Facing
 - Career Interest Assessment (short and long)
 - Search jobs in career categories - select area (local MSA, regional, national) - live jobs
 - Search programs as connected to career categories and jobs
 - Build resume with preset job duties for more jobs
 - Employers post jobs with direct connect to apply with resume in Career Coach

EMSI/Burning Glass – *Analyst*

Are your programs relevant?

Discover new opportunities - Validate successful programs - Identify at-risk programs

- Labor market data shows top industries and employers in our area
- Analyzes local job postings to:
 - Find jobs that are in-demand
 - Find skills listed in job postings
 - Technical skills and essential employment skills

Questions?