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Regular Meeting

July 21, 2021

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

July 21, 2021

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

- | | | | |
|--|---------------------|---|-------|
| I. Workshop | 3:30–4:30 pm | Salem Campus—Building 2,
Room 170—Boardroom,
web conferencing, livestream | |
| A. Diversity, Equity and Inclusion Department Presentation
Jessica Howard, President/Chief Executive Officer | | | 1 |
| II. Executive Session | 4:30–4:45 pm | Boardroom/web conferencing | |
| Executive Session is called in accordance with ORS 192.660(2) (a) employment; (b) complaints; (d) negotiations; (e) real property; and/or (h) legal rights. | | | |
| III. Administration Updates | 4:45–5:45 pm | Boardroom/web conferencing | |
| IV. Regular Session | 6 pm | Salem Campus—Building 2,
Room 170—Board Room,
web conferencing, livestream | |
| A. Call to Order | | | |
| B. Pledge of Allegiance | | | |
| C. Roll Call | | | |
| D. Comments from the Public | | | |
| E. Approval of Minutes —Regular Board Meeting of June 23, 2021 and
Special Meeting of July 7, 2021 | | | 2–11 |
| F. Separate Action | | | |
| 1. Approval of Retirement Resolution
No. 21-22-01, Mark W. Miller, and
No. 21-22-02, Betty Jo Jones
David Hallett, Vice President—Governance and Administration | [21-22-100] | | 12–14 |
| G. Reports | | | |
| 1. Reports from the Associations | | | |
| a. (new individual in fall) Associated Students of Chemeketa (ASC) | | | — |
| 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 | | | |
| 3. Academic and Student Affairs Report | | | |
| a. Bruce Clemetsen | | | |
| b. Michael Vargo | | | |

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David Hallett, Vice President—Governance and Administration		
I. Standard Reports		
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David Hallett, Vice President—Governance and Administration		
2. Budget Status Report		22–23
Jessica Howard, President/Chief Executive Officer		
3. Capital Projects Report		24
Michael Kinkade, Interim Vice President—CSSD		
4. Institutional Advancement Foundation Quarterly Report		25–26
April 1, 2021 through June 30, 2021		
David Hallett, Vice President—Governance and Administration		
5. Grant Activities for April 202–June 2021		27–31
David Hallett, Vice President—Governance and Administration		
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2. Approval of Resolution No. 21-22-03, Adopting the	[21-22-101]	38–39
Pension Adjustment Fund and Making Appropriations		
Jessica Howard, President/Chief Executive Officer		
3. Approval of Resolution No. 21-22-04, Alcohol and	[21-22-102]	40–41
Tobacco Tax and Trade Bureau (TTB) Certificate		
of Label Approval (COLA) Account Authority		
Jessica Howard, President/Chief Executive Officer		
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 College Policy #5010—Student Rights	[21-22-103]	42–43
and Responsibilities		
Bruce Clemetsen, Vice President—Student Affairs		
2. Acceptance of Program Donations April 1, 2021	[21-22-104]	44
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David Hallett, Vice President—Governance and Administration		

3. Approval of Grants Awarded April 2021–June 2021 David Hallett, Vice President—Governance and Administration	[21-22-105]	45–46
4. Approval of Contract Award for Student Success and Retention Management System Jessica Howard, President/Chief Executive Officer	[21-22-106]	47
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O. Adjournment		

Chemeketa Community College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, protected veteran status, age, gender, gender identity, sexual orientation, pregnancy, whistleblowing, genetic information, domestic abuse victim, or any other status protected by federal, state, or local law in any area, activity or operation of the college. The college also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under federal, state, or local laws.

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-A
July 21, 2021

DIVERSITY, EQUITY, AND INCLUSION DEPARTMENT PRESENTATION

Prepared by

Vivi Caleffi Prichard, Chief Diversity Officer
Jessica Howard, President/Chief Executive Officer

The chief diversity officer will provide a presentation to the members of the board of the college's diversity, equity, and inclusion program and current initiatives.

Minutes
July 21, 2021

APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meetings of June 23, 2021, and July 7, 2021, 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
July 21, 2021

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

June 23, 2021

I. EXECUTIVE SESSION

Ed Dodson, Chair, called Executive Session to order at 4:05 pm in the Board Room, Building 2, Room 170, at the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(i) evaluating the chief executive officer, ORS 192.660(h) legal matters, and ORS 192.660(2)(d) negotiations.

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

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; Jim Eustrom, Vice President, Academic Affairs/Campus President, Yamhill Valley Campus; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; and Michael Kinkade, Interim Vice President, College Support Services.

Executive Session ended at 4:35 pm.

II. ADMINISTRATION UPDATES

Ed Dodson, Chair, called the meeting to order at 4:47 pm.

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

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; Jim Eustrom, Vice President, Academic Affairs/Campus President, Yamhill Valley Campus; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; and Michael Kinkade, Interim Vice President, College Support Services.

Updates were discussed with the board regarding the Association of Community College Trustees (ACCT) fall conference, Chemeketa Board of Education chair and vice chair roles for 2021–2022; state legislative matters; Academic Affairs staffing update, applied baccalaureate; academic calendar; redistricting board zones; mask update; technology update; adjustments to FY 20-21 budget; federal HERF grant reporting; and agenda preview.

A recess was taken at 5:09 pm.

III. REGULAR SESSION

A. CALL TO ORDER

Ed Dodson, Chair, reconvened the board meeting at 5:30 pm. The meeting was held in the Board Room, Building 2, Room 170, at the Salem Campus.

B. PLEDGE OF ALLEGIANCE

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July 21, 2021

Meeting Minutes
Chemeketa Board of Education
June 23, 2021
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C. ROLL CALL

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

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; Jim Eustrom, Vice President, Academic Affairs/Campus President, Yamhill Valley Campus; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; and Michael Kinkade, Interim Vice President, College Support Services.

Board Representatives in Attendance: Steve Wolfe, Chemeketa Faculty Association (CFA); Terry Rohse, Chemeketa Classified Association (CCA); and Marshall Roache, Chemeketa Exempt Association (CEA).

D. COMMENTS FROM THE PUBLIC

None.

E. APPROVAL OF MINUTES

Ken Hector moved and Diane Watson seconded a motion to approve the Workshop and College Board of Education minutes from May 19, 2021.

The motion CARRIED.

F. REPORTS

Reports from the Associations

Antonio Martinez, Associated Students of Chemeketa (ASC), was unable to attend.

Steve Wolfe, Chemeketa Faculty Association, said his report stands as written.

Terry Rohse, Chemeketa Classified Association, introduced Aaron King, the new Classified Association President. Ed Dodson thanked Terry for his service.

Marshall Roache, Chemeketa Exempt Association, said his report stands as written, and he informed the board that Megan Cogswell will be next year's Exempt Association President.

Reports from the College Board of Education

Ken Hector attended the Stayton Sublimity Chamber of Commerce Annual Awards Luncheon, participated in the presentation to the Silver Falls school district board meeting with Jessica Howard, joined two Oregon Community College Association (OCCA) legislative calls, participated in a teleconference with Diane McLaran regarding the possibility of a bond in future years at the college, attended a special executive session for President Howard's evaluation, and served at the 70th Annual Silverton Strawberry Festival with Silverton Rotary.

Diane Watson attended a meeting with Vivi to discuss an ACCT presentation, Keizer Greeters, special executive session for President Howard's evaluation, Chemeketa virtual graduation, DEI Trauma training, and a meeting with Neva Hutchinson to talk about Keizer.

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Ron Pittman attended the DEI Trauma training, met with Danielle Hoffman for an update on the Yamhill Valley Campus (YVC), participated in a presentation to the Silver Falls school district board meeting with Jessica Howard, and attended the Board Policies subcommittee.

Betsy Earls attended the DEI Trauma training.

Neva Hutchinson attended the special executive session for President Howard's evaluation, Chemeketa virtual graduation, DEI Trauma training, a meeting with Diane Watson regarding Keizer, and the Board Policy subcommittee.

Jackie Franke attended the special executive session for President Howard's evaluation, agenda review, a meeting with Neva Hutchinson, and multiple meetings with the Mid-Willamette Valley Council of Governments (MWVCOG).

Ed Dodson attended fifteen Zoom meetings. Ed noted that the virtual commencement was very well done, the DEI Trauma training was amazing, and the Juneteenth presentation was excellent and very meaningful.

Academic and Student Affairs Reports

Jim Eustrom thanked staff for their continuing good work around Guided Pathways, assessment, academic plan, and accreditation. Jim thanked his extraordinary support staff over the years -- Pat White, Linda Ringo Reyna, Linda Hodges, Stacey Wells, Maria Dooley, and Mary Scamahorn -- for their assistance.

Bruce Clemetsen noted that new talent in the Institutional Research Office is feeding into student retention practices. The new efforts are data-informed and this allows the college to become more focused on students' needs that may be different than what the college currently offers.

H. INFORMATION

Annual Evaluation of the President

Ed Dodson reported that the board conducted the annual evaluation of the president and reviewed the year-long process. Neva Hutchinson read the evaluation statement. Jessica Howard was reviewed on the following categories: Board of Education; Management Competencies; Communicates Effectively; Facilitates Team Success; Community; Educational Planning and Leadership; Business, Finance and Facilities; and College Personnel. In addition, Jessica asked for feedback on her performance related to the annual key college initiatives. The board rated Jessica's performance as exceptional in these categories and outstanding in dealing with this year's issues, both large and small.

Oregon Community College Association (OCCA) Update

Cam Preus, Executive Director, OCCA, provided a presentation to the board on the state of the state of community colleges. Cam discussed, via PowerPoint, the OCCA 2021 legislative session preparation and commitment to racial equality, the virtual annual conference, the December 2020 board meeting, CTE month and Workforce Wednesdays, the community college caucus, the use of "voter voice," the national legislative summit, the call-in week

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regarding budget advocacy, community college month including the OCCA virtual legislative summit, the All-Oregon Academic Team 2021, the Ways & Means Budget committee hearing discussing community college funding needs, and the DOC education contracts. Cam thanked the college for its support and advocacy for community colleges, students, and the institutions.

Ed Dodson thanked Cam for her excellent service, and wished her well in retirement.

Regional High School Mathematics Contest

Jim Eustrom provided a recap of the regional high school mathematics contest. Due to COVID, the Math program created a virtual math contest titled "Escape from Arkham." The contest was available to high school students in the Chemeketa region. Jim thanked Wayne Barber, on behalf of the college, for his ongoing work reaching out to high schools.

College Policy #5010-Student Rights and Responsibilities

The policy was reviewed by the Student Success and Completion Advisory Council in May, and combined language from the OCCA policy, specific to Chemeketa, with the existing policy. This policy will be brought forward to the July board meeting for approval. Neva Hutchinson would like a copy of the discipline procedures when they are ready.

Affirmative Action Annual Report

David thanked Vivi Caleffi Prichard, Heather McDaniel, Alice Sprague, and the entire Human Resources team for all of their hard work on the Affirmative Action annual report. Heather McDaniel, Director of Human Resources, gave an overview of the tables in the report, provided information about the work the college has done remotely in the last year, and discussed the important continuing work towards creating a composition of faculty and staff that is representative of the college's student population and community. Board members asked several questions regarding women leaving the workforce and what strategies are being utilized to bring in minority applicants. Heather replied that it is important to follow the available workforce closely, know what the trends are, be aware of the data and statistics so the right areas are being targeted, and discuss ideas regarding how to bring diverse applicants to the college.

Ed Dodson thanked Heather for her work.

H. STANDARD REPORTS

Personnel Report

David Hallett said the report stands as written.

Budget Status Report

Rich McDonald, Interim Chief Financial Officer, and Katie Bunch, Director of Business Services, reviewed the budget status reports. On the Statement of Resources and Expenditures, Katie reviewed the property tax resources, tuition and fees, and interest revenue. There were no significant changes on the Budget Status report. On the Status of Investments, Rich stated, the biggest change last month was six maturities and that money was moved into the Local Government Investment Pool (LGIP).

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July 21, 2021

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Capital Projects Report

Rory Alvarez, Facilities Director, said the report stands as written. Rory noted that it will be hot this weekend so there may be warm buildings. A transformer blew up on the back of campus from a squirrel, and PGE quickly repaired it.

Chemeketa Cooperative Regional Library Service (CCRLS) Report

Bruce Clemetsen introduced John Hunter, the new Executive Director of CCRLS. John said the report stands as written.

Chemeketa Community College COVID-19 Health and Safety Operational Plan

John McIlvain, Emergency and Risk Manager, announced that there were no changes to the Chemeketa Community College COVID-19 Health and Safety Plan and that it is available on the public website. The state inches closer to the Governor's goal of a 70% vaccination rate and certain restrictions will be lifted when that goal is met. Everyone is looking at the Center for Disease Control's guidance for institutions of higher education. John also mentioned the partnership with Salem Health and their vaccination efforts that allowed two drive-through clinics at Chemeketa. In partnership with the White House, Department of Education, and CVS, another vaccination clinic will be held in the lobby of the gym from 9 am to 1 pm.

Recognition Report

Jessica Howard acknowledged all the employees in the written report.

I. Separate Action

Approval of Retirement Resolution No. 20-21-23, Clifford W. "Cliff" Munson and No. 20-21-24, Zelda J. Emmert [20-21-149]

Board members read each retirement resolution. These two employees represent a total of 36 years and 6 months of service.

Ken Hector moved and Betsy Earls seconded a motion to approve the retirement resolutions as noted above.

The motion CARRIED.

Approval of Presidential Contract [20-21-150]

Jackie Franke moved and Neva Hutchinson seconded a motion to approve the presidential contract as noted above.

The motion CARRIED.

Approval of Resolution No. 20-21-27, Declaration of Election Results [20-21-151]

Betsy Earls moved and Diane Watson seconded a motion to approve the declaration of election results.

The motion CARRIED.

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July 21, 2021

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Administration of Oath of Office for Ron Pittman-Zone 2, Ken Hector-Zone 4, and Jackie Franke-Zone 5 [20-21-152]

David Hallett administered the Oath of Office to Ron Pittman, Ken Hector, and Jackie Franke.

Approval of Resolution No 20-21-25, Adopting the Budget, Making Appropriations, and Levying Taxes [20-21-153]

Ron Pittman moved and Jackie Franke seconded a motion to approve adopting the budget, making appropriations and levying taxes.

The motion CARRIED.

Approval of Resolution No. 20-21-28, Increasing the Special Projects Fund Budget [20-21-154]

Ken Hector moved and Neva Hutchinson seconded a motion to approve increasing the special projects fund budget.

The motion CARRIED.

Approval of Revised Academic Calendar for 2021-2022 [20-21-155]

The academic calendar for 2021-2022 has been revised to reflect the official Juneteenth holiday.

Jackie Franke moved and Ken Hector seconded a motion to approve the revised academic calendar for 2021-2022.

The motion CARRIED.

Approval of Resolution No, 20-21-29, Pursuit, Development, and Offering of Applied Baccalaureate Degrees at Chemeketa Community College [20-21-168]

Jim Eustrom requested board approval of five baccalaureate degrees allowed by the Oregon state legislature this year.

Ken Hector moved and seconded by Diane Watson a motion to approve the pursuit, development and offering of applied baccalaureate degrees at Chemeketa Community College.

The motion CARRIED.

J. Action

Ken Hector moved and Betsy Earls seconded a motion to approve consent calendar items No. 1–12.

1. Approval of Budget Transfer Requests [20-21-156]
2. Approval of Resolution No. 20-21-26, Authorizing Interfund Borrowing [20-21-157]
3. Approval of Lay Representative for the Chemeketa Cooperative Regional Library Service (CCRLS) Council [20-21-158]
4. Approval of Suspension of Automotive Body Repair Certificate of Completion [20-21-159]

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July 21, 2021

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5. Approval of Automotive Body Repair Certificate of Completion [20-21-160]
6. Approval of Suspension of Automotive Machining Certificate of Completion [20-21-161]
7. Approval of Automotive Machining Certificate of Completion [20-21-162]
8. Approval of Construction Trades and Apprenticeship Readiness Certificate of Completion [20-21-163]
9. Approval of Suspension of Diesel Technology Degree [20-21-164]
10. Approval of Diesel Technology Degree [20-21-165]
11. Approval of Suspension of Basic Healthcare Certificate [20-21-166]
12. Approval of Classified; Exempt; and Hourly, Part-Time/Temporary Salary Schedules for 2021–2022 [20-21-167]

The motion CARRIED.

Jessica Howard and the board members thanked Ed Dodson for his year of service as Chair of the Board of Education and he was presented with several gifts.

K. APPENDICES

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

L. FUTURE AGENDA ITEMS

None were heard.

M. BOARD OPERATIONS

None.

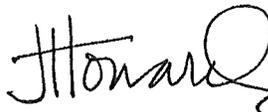
N. ADJOURNMENT

The meeting adjourned at 7:01 pm

Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Chair

July 21, 2021

Date

Minutes
July 21, 2021

CHEMEKETA COMMUNITY COLLEGE

**SPECIAL BOARD OF EDUCATION
MEETING MINUTES**

July 7, 2021

I. ADMINISTRATION UPDATES

Ed Dodson, Chair, called the Administration Updates to order at 12:52 pm. The meeting was held remotely via Zoom.

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

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer.

The chair thanked each of the board members for their support of him and the college during this difficult year of COVID, Zoom board meetings and other challenges. There was a discussion regarding Reorganization of the Board that included the past practice of the vice chair becoming chair and keeping with that tradition. The role of the chair and vice chair in the next two years holds great responsibility, that includes continued work with the community.

The meeting adjourned at 12:59 pm.

II. SPECIAL SESSION

A. CALL TO ORDER

Ed Dodson, Chair, called the special board meeting to order at 1:01 pm. The meeting was held remotely via Zoom and it was live streamed and captioned.

B. ROLL CALL

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

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer and David Hallett, Vice President, Governance and Administration.

Board representation in Attendance: Steve Wolfe, Chemeketa Faculty Association (CFA), and Megan Cogswell, Chemeketa Exempt Association (CEA).

C. COMMENTS FROM THE PUBLIC

None were heard.

D. REORGANIZATION OF THE COLLEGE BOARD OF EDUCATION

Neva Hutchinson nominated Jackie Franke for board chair for 2021–2022; the motion was seconded by Betsy Earls.

A unanimous roll call vote was taken, and the motion CARRIED.

Jackie Franke nominated Ron Pittman for board vice chair for 2021–2022; the motion was seconded by Neva Hutchinson.

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July 21, 2021

Special Meeting Minutes
Chemeketa Board of Education
July 7, 2021
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A unanimous roll call vote was taken, and the motion CARRIED.

E. ADJOURNMENT

The meeting adjourned at 1:13 pm.

Respectfully submitted,



Interim Board Secretary



President/Chief Executive Officer



Board Chair

July 21, 2021
Date

Separate Action-1
July 21, 2021

**APPROVAL OF RETIREMENT RESOLUTION
NO. 21-22-01, MARK W. MILLER, AND NO. 21-22-02, BETTY JO JONES
[21-22-100]**

Prepared by

David Hallett, Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached are resolutions honoring Mark W. Miller who retires effective August 31, 2021, and Betty Jo Jones who retires effective September 30, 2021.

It is recommended that the College Board of Education adopt Resolution No. 21-22-01, Mark W. Miller, and No. 21-22-02, Betty Jo Jones.

Separate Action-1
July 21, 2021

**RETIREMENT RESOLUTION NO. 21-22-01,
MARK W. MILLER**

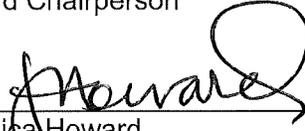
WHEREAS, Mark W. Miller began his 30-year association, as a salaried employee, with Chemeketa Community College in September, 1991; and

WHEREAS, Mark W. Miller gave dedicated service to Chemeketa Community College currently as Instructor-Engineering/Math, Engineering, Math and Computer Sciences Department of General Education and Transfer Studies Division; therefore,

BE IT RESOLVED, that upon his retirement date of August 31, 2021, the College Board of Education hereby honors and commends Mark W. Miller for his loyalty, dedication and personal commitment to Chemeketa Community College.



Jackie Franke
Board Chairperson



Jessica Howard
President/Chief Executive Officer

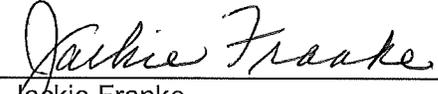
Separate Action-1
July 21, 2021

**RETIREMENT RESOLUTION NO. 21-22-02,
BETTY JO JONES**

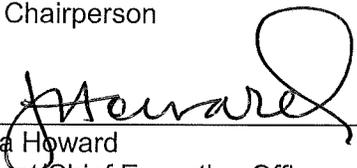
WHEREAS, Betty Jo Jones began her 19-year association, as a salaried employee, with Chemeketa Community College in October, 2002; and

WHEREAS, Betty Jo Jones gave dedicated service to Chemeketa Community College currently as Instructional Specialist, Academic Development Department of Regional Education and Academic Development Division; therefore,

BE IT RESOLVED, that upon her retirement date of September 30, 2021, the College Board of Education hereby honors and commends Betty Jo Jones for her loyalty, dedication and personal commitment to Chemeketa Community College.



Jackie Franke
Board Chairperson



Jessica Howard
President/Chief Executive Officer

Report-1b
July 21, 2021

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

The CFA Executive Board held its last meeting of the academic year via email the second week of June. Monthly board meetings will resume in September. Association work continues during the summer, though, and CFA officers have met and communicated with many faculty members in recent weeks regarding a variety of concerns.

CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

Tim King, Director of Public Relations—Chemeketa Classified Employees Association
Mary Schroeder, External Vice President—Chemeketa Classified Employees Association
Aaron King, President—Chemeketa Community College Classified Employees Association

PRESIDENT'S NOTE

“Terry Rohse is a tough act to follow and definitely shined in the spotlight. He has done so much for the Classified Employees—it's too much to list. We thank Terry for all his contributions and look forward to hearing all about the wonderful adventures he is certain to find. Thank you, Terry “The Thorn” Rohse!

What makes it easier to step into the President's role is the knowledge that I have an amazing group of colleagues I get to work with. I am looking forward to the personal growth this opportunity is going to provide, as well as a greater understanding of how our community college works.

“The gifts we treasure most over the years are often small and simple. In easy times and in tough times, what seems to matter most is the way we show those nearest us that we've been listening to their needs, to their joys, and to their challenges.” ~ Fred Rogers

The college and its employees have dealt with a lot over the last year and a half; from a pandemic that has forever changed how the college operates, to destructive fires and freezing temperatures. I would like to acknowledge how the college has responded during these difficult times by listening to their employees and rising to the ever-changing challenges.” ~ Aaron King

WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS

- On June 22, 2021, Troy Morris began as Department Technician II in Human Resources.
- On July 1, 2021, Amanda Beckner moved from Department Technician II with High School Partnerships/Drivers Education/Team Oregon to a Department Technician II position in Health Sciences.

RETIREEES

- As of July 10, 2021, Zelda Emmert, Department Specialist, Polk Center, is retiring after working at the college for 24 years. Zelda worked her entire career for the college in the Dallas area for the Dallas Center, Dallas Campus, and now Polk Center. Zelda has been a dedicated employee and has served both students and college staff.

Zelda says, “I decided to retire mid-spring so that my husband and I would have more time to spend with our grandchildren out of state before they are of school-age because we know the time with them will go faster then. Earlier this spring we had spent a week of vacation with the family taking care of the little boys. The older one said to me, “Grandma, if you

Report-1c
July 21, 2021

would just retire you could come be with me more often." That was the encouragement I needed to retire.

It has been a good many years at CCC, a lot of change from working at the Academy building in the 1990's, moving to the high school for a few years, and then to the current

building. I've seen a lot of change, experienced a lot of different leaders, enjoyed supporting the teachers, and loved seeing the success of the students here. Now, I'm looking forward to having more time to spend with and enjoy all of our family."

NEW 2021–2022 CCA BOARD OFFICERS AND DIRECTORS

Beginning July 1, 2021, the following individuals are the current CCA board. They represent a variety of college departments.

- President: Aaron King, Financial Aid and Veteran Services
- Internal Vice President/Grievance Officer: Allison Stewart Hull, Human Resources
- External Vice President: Mary Schroeder, Library and Learning Resources
- Secretary: Ariel Salgado, Scheduling Office
- Treasurer: Nancy Espinosa, Business Services
- Director of Committee Recruitment: Amanda Beckner, Health Sciences
- Director of Membership: Pilar Torres-Barrera, Academic Development
- Director of Public Relations: Tim King, Bookstore
- Director of Training: Judy Allen, Center for Academic Innovation
- Director of Union Stewards: Susana Garcia, STEP Program
- Director of Union Stewards: Tim Richardson, Public Safe

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 during early fall to discuss board goals, plan agendas and set dates for upcoming meetings during the 2021–2022 year. This year’s board members are Megan Cogswell as president, Gaelen McAllister as president-elect, Marshall Roache as past-president, Lynn Irvin as vice president and Kate Hoerauf as treasurer. Julie Peters, Marie Gabbard, Adam Mennig, Liliana Landa-Villalba, Brett Matti, Adrian Lutz, Jordan Bermingham and Stacey Wells were elected to serve as members-at-large.

The association is honored to welcome new exempt employees John D. Hunter, Executive Director of Chemeketa Cooperative Regional Library, Blanca E. Lule Carreno, Manager of Technical Support in Information Technology, Timothy Ray, Dean of Agricultural Science and Technology and Michael Vargo, Vice President of Academic Affairs.

Exempt Association members are pursuing higher education, serving on statewide and national boards, volunteering in the community, and winning awards in their disciplines. R. Taylor completed her Doctorate in Education Leadership at Portland State University in June. Megan Cogswell began her service on the Statewide CTE Advisory Board in July. Cassie Belmodis received the Jim Jackson Outstanding Service Award for 2021 from the Northwest Athletic Conference. Lynn Irvin recently received the AAWCC Woman of the Year award.

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July 21, 2021

2021 FALL KICKOFF

Prepared by

David Hallett, Vice President—Governance and Administration

On Tuesday, September 14, the college will be closed for a day dedicated to employee inservice activities for the 2021–2022 academic year. This day will include a morning gathering and program, a hosted lunch, networking opportunities, professional development for classified and exempt employees and academic program/discipline meetings for faculty employees.

PERSONNEL REPORT

Prepared by

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

NEW HIRES AND NEW POSITIONS

Rosana Cruz, Administrative Assistant—Yamhill Valley Campus, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range B-2, Step 4.

Adaira “Addy” Floyd, Corrections Education Program Assistant—Corrections Education, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range B-2, Step 6.

Maria Guzman Flores, Custodian I—Capital Projects and Facilities, College Support Services Division, 100 percent, 12-month assignment, Range A-2, Step 3.

Timothy D. “Tim” Ray, Dean-Agriculture Sciences and Technology—Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range D-4, Step 5.

POSITION CHANGES

Amanda M. Beckner, Department Specialist—Health Sciences, Career and Technical Division, 100 percent, Range B-3, Step 5, from Department Technician II—High School Partnerships, Regional Education and Academic Development Division.

Larry D. Cheyne, Dean-Applied Technologies—Career and Technical Education Division, 100 percent, Range D-4, Step 10, from Interim Director—Agriculture Sciences and Technology, Regional Education and Academic Development Division.

Nolan “Nol” Cobb, Coordinator-Applied Technologies—Applied Technologies, Career and Technical Education Division, 100 percent, Range C-3, Step 11 from Interim Dean-Applied Technologies—Career and Technical Education Division.

Douglas E. “Doug” Yancey, Technology Analyst II—Chemeketa Cooperative Regional Library Service (CCRLS), Student Development and Learning Resources Division, 100 percent, Range C-2, Step 10, from Interim Executive Director-Chemeketa Cooperative Regional Library Service—Student Development and Learning Resources, Division.

RETIREMENTS

Betty Jo Jones, Instructional Specialist—Academic Development, Regional Education and Academic Development Division, effective September 30, 2021.

Mark W. Miller, Instructor-Engineering/Math—Math, Engineering and Computer Science, General Education and Transfer Studies Division, effective August 31, 2021.

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SEPARATIONS

Adrienne R. Beebe, Instructional Specialist—Library and Learning Services, Student Development and Learning Resources Division, effective August 31, 2021.

Rachel M. Danskey, Department Specialist—Human Resources, Governance and Administration Division, effective June 25, 2021.

Amy R. Early, Executive Assistant—Career and Technical Education Division, effective June 30, 2021.

Juan C. Duran, Student Services Specialist—Academic Development, Regional Education and Academic Development Division, effective June 30, 2021.

Gail Sanchez, Department technician II—Education, Languages and Social Sciences, General Education and Transfer Studies Division, effective August 31, 2021.

BUDGET STATUS REPORT

Prepared by

Katie Bunch, Director—Business Services
Rich McDonald, Interim Chief Financial Officer
Jessica Howard, President/Chief Executive Officer

Closing of year-end financial reports and preparation for the audit are now in progress. The General Fund Revenue and Expense statement In-Progress for the period ending June 30, 2021, will be included in the September board report.

Final year-end financial reports will be available at the completion of the 2020–2021 audit. College auditors will be presenting the audit report at the December board meeting.

The Status of Investments for the period ending June 30, 2021, is included.

STATUS OF INVESTMENTS AS OF JUNE 30, 2021

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 6-30-2021</u>
Oregon Short-Term Fund - General	6-30-2021	On demand	\$34,490,626.57	0.60%
Oregon Short-Term Fund - Capital	6-30-2021	On demand	\$8,824,423.22	0.60%
<u>Other Investments</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
Corporate Note – Toyota Motor Credit Corp.	12-20-2019	07-20-2021	\$2,071,165.00	1.735%
Corporate Note – Microsoft Corp.	01-21-2020	08-08-2021	\$2,015,356.11	1.507%
Corporate Note – Shell International	01-21-2020	09-12-2021	\$2,016,661.67	1.622%
Treasury Note – United States Treasury	01-17-2020	10-31-2021	\$2,007,448.57	1.471%
Treasury Note – United States Treasury	01-17-2020	11-15-2021	\$2,060,271.92	1.473%

13 week Treasuries 0.05% as of 6/30/2021

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

CAPITAL PROJECTS REPORT

Prepared by

Rory Alvarez, Director—Facilities and Operations
Michael Kinkade, Interim Vice President—CSSD

PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- Building 9 Chillers
The college is continuing work with Energy Trust of Oregon and RACI, an engineering consultant, on design documents so new chillers can be installed. Chillers have been ordered and delivery dates are unknown due to industry-wide delays.

CURRENT AND COMPLETED CAPITAL PROJECTS

- Agricultural Complex
Exterior Projects: Additional solar funded by a PGE Grant is substantially complete. The greenhouse and hoop houses are on site but additional permitting requirements have delayed installation. Design teams are working with the county to ensure these structures can be used as intended by the program.
- Building 49
Construction and renovation of the building are well underway and the project is still expected to meet the August 15 deadline. Multiple unforeseen conditions were discovered in the first few weeks but facilities employees are monitoring progress closely and will provide notification if the schedule changes.

See Appendix–2; Campus Map pages 49–50.

**INSTITUTIONAL ADVANCEMENT FOUNDATION QUARTERLY REPORT
APRIL 1, 2021 THROUGH JUNE 30, 2021**

Prepared by

Jamie Wenigmann, Director of Development—Foundation
Marie Hulett, Executive Director—Institutional Advancement
David Hallett, Vice President—Governance and Administration

NEW SCHOLARSHIPS ESTABLISHED

There have been three new scholarships/assistance funds established this quarter.

W.L. “Bud” Mekkers Law Enforcement Scholarship: This scholarship was established in memory of long-term Sheriff, W.L. “Bud” Mekkers of Yamhill County. These funds provide assistance to second-year students enrolled in one of the following programs at Chemeketa Community College: LERE, CORE, Criminal Justice, or Juvenile Justice.

Mekkers Family Law Enforcement Award: This award was established in memory of long-term Sheriff, W.L. “Bud” Mekkers of Yamhill County. These funds are to provide uniforms, equipment, and required testing for first-year students in law enforcement.

Teresa Hall Family Scholarship: This scholarship was established by Terri Hall, a former Yamhill Valley Campus instructor. Terri also helped create the dialysis program at Chemeketa. She will be funding her scholarship via a \$50,000 endowment in support of Nursing students.

BANDIT BIKING FOR BOOKS

The Chemeketa Foundation is participating in a special summer fundraiser with Clatsop Community College. Fernando Rojas Galván, an instructor at Clatsop and avid bike rider, will be embarking on a 1,600 mile ride over the month of July to visit every Oregon Community College and raise awareness (and funds) for books for students. He hopes to reach Chemeketa on July 6. To celebrate his endeavor, the Foundation is holding a special "micro" fundraiser, *Bandit Biking for Books*. Though Fernando's total biking distance is 1,600 miles, he will be traveling 31 miles from his second stop to Chemeketa. Therefore, we suggested a donation amount of \$31. This will cover the cost of a workbook or lab manual for a Chemeketa student. The fundraiser was included in the Foundation's June e-newsletter and in an all-staff email. In response, we have received 12 gifts totaling \$801 as of July 6, 2021.

2020 FOUNDATION ANNUAL REPORT

The 2020 Foundation annual report is now complete. Approximately 550 reports were sent out to donors of the Chemeketa Foundation in the mail. A link to the report is available on the Foundation's website.

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BENCH DEDICATION FOR SELMA PIERCE

The Foundation will be hosting a small dedication ceremony on July 8, 2021 to honor Selma Pierce's incredible work in the community. The ceremony will take place in front of the dental clinic on the Salem Campus where a memorial bench will be installed in her memory.

QUARTERLY DONATION REPORT

The total amount of cash contributions for April 1, 2021 through June 30, 2021 is \$258,777.07; the total valuation of in-kind contributions during April 1, 2021 through June 30, 2021 is \$26,943.86.

GRANT ACTIVITIES FOR APRIL 2021–JUNE 2021

Prepared by

Gaelen McAllister, Grants Coordinator—Institutional Grants
David Hallett, Vice President—Governance and Administration

GRANTS SUBMITTED—April 2021–June 2021

Grantor	Department	Descriptions	Amount
IME BECAS-Mexican Consulate	General Education and Transfer Studies (GETS)- Education	Funds tuition for students of Mexican heritage seeking the Biliiteracy Seal. Cecelia Monto. Submitted April 29, 2021.	\$5,000
Meyer Memorial Trust-Grow Your Own Educator Accelerator	GETS-Education	Funds additional student support for the Grow Your Own Educator program and the publishing of a teacher pathway companion anthology through Chemeketa Press. Cecelia Monto. Submitted April 29, 2021.	\$60,200
NSF-DUE Advancing Innovation and Impact in Undergraduate STEM Education at Two-year Institutions of Higher Education	GETS-Computer Science	Collaboration with Northwest Center for Women in Technology (NCWIT) to increase participation and completion of women in Computer Science through engaging faculty in communities of practice. Andrew Scholer. Submitted May 10, 2021.	\$10,000
U.S. Department of Education: Rehabilitation Services Administration-Disability Innovation Fund	Regional Education and Academic Development-(READ) Academic Transition Services (ATS)	Statewide partnerships with DHS and community colleges to connect Vocational Rehabilitation eligible participants with career pathways, pre-apprenticeships / apprenticeships and occupational skills training; 5-year grant. Adam Mennig. Submitted April 9, 2021.	\$822,794

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SNAP Training and Employment Program	READ-ATS	Renewal application to assist Supplemental Nutrition Assistance Program participants through success coaching, connections to resources, assistance with financial aid and CTE program applications and gap funding to assist with required CTE certificate or degree program expenses. First year of new 5-year cycle. Adam Mennig. Submitted April 14, 2021.	\$563,366
National Security Administration- National Centers of Academic Excellence in Cybersecurity Education Innovation	Career and Technical Education (CTE) Computer Information Systems	Partnership with Portland State University to support the cyber security program through activities, student support, courseware development and industry connections; 3-year grant. Zachary Yamada. Submitted April 8, 2021.	\$149,997
PGE Drive Change	College Support Services- Operations (CSSO) Capital Projects and Facilities	Funds for modernizing and increasing electric charging stations and acquiring an electric van for student activity transport. Supports Chemeketa's sustainability commitments. Isaac Talley. Submitted June 12, 2021.	\$221,186
HECC-Talent Innovation and Equity	Diversity, Equity and Inclusion	Partnership with NAACP, Oregon Marshallese Association and other community-based organizations serving equity groups to innovate in engaging students from underrepresented backgrounds. Vivi Caleffi-Prichard. Submitted June 7, 2021.	\$61,528
HECC- First Generation Student Success	Student Development and Learning Resources (SDLR)-CAP	Renewal application to fund IStart, Success Coaches, embedded math tutoring, emergency funds and lending library (2-year). Mike Evans Submitted May 9, 2021.	\$385,604
Total:			\$2,279,675

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GRANTS PENDING NOTIFICATION—Grants submitted prior to the current quarter

Grantor	Department	Description	Amount
U.S. Department of Education, Institutional Resilience Expanded Postsecondary Opportunity (IREPO)	READ-High School Programs	Expands dual credit opportunities, supports new models for remote instruction, provides free college course for spring high school graduates. Sara Hastings. Submitted October 20, 2021.	\$1,544,971
Oregon Department of Agriculture Specialty Crop	READ-Agricultural Sciences	Partnership for student research project on Dry Farming with OSU. Provides funds for student pay and equipment. Larry Cheyne. Submitted January 31, 2021.	\$88,606
U.S. Department of Education, Talent Search	CAP-Talent Search	Funds Talent Search college readiness support program at McKay and North Salem High Schools and their feeder middle schools; 5-year grant at \$301,784 per year. Lino Solomon. Submitted February 24, 2021	\$1,508,920
USDA, Beginning Farmer and Rancher Development	READ-Agricultural Sciences	Funds planning for Incubator Farm adjacent to Agricultural Complex. Larry Cheyne. Submitted March 24, 2021.	\$49,697

GRANTS DECLINED—April 2021–June 2021

Grantor	Department	Description	Amount
Health Resources and Services Administration, Nursing Workforce Diversity	CTE- Nursing	Provides staffing and scholarships to increase diversity of Nursing program. Sandi Kellogg. Submitted January 19, 2021. 5-year grant.	\$1,904,651
First Tech Credit Union	GETS-Chemistry	Funds Virtual Reality devices to enhance teaching of chemistry concepts. Ben Frankamp. Submitted February 28, 2021.	\$9,400
Educators of America	GETS-Chemistry	Funds Virtual Reality devices to enhance teaching of chemistry concepts. Ben Frankamp. Submitted March 24, 2021.	\$4,600

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Travel Oregon	READ-Wine Studies	Funds interpretive Trail about the history of winemaking in the Mid-Willamette Valley overlooking the vineyards at the Northwest Wine Studies Center. Paul Davis. Submitted March 31, 2021.	\$45,700
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GRANTS AWARDED

Grantor	Department	Description	Amount
U.S. Department of Agriculture (USDA), HSI	READ-Agricultural Sciences and Technology	Provides paid internships and mentoring to increase Hispanic student participation in Ag Sciences. Larry Cheyne. Submitted January 26, 2021.	\$274,590
USDA S Secondary Education, Two-Year Postsecondary Education, and Agriculture in the K-12 Classroom Challenge Grants (SPECA)	READ-Agricultural Sciences and Technology	Partnership with Salem Keizer Career and Technical Education Center (CTEC) Agri Science program to develop pathways for CTE students to earn credits and certificates while in high school. Funds a coordinator and student scholarships. Larry Cheyne. Submitted February 4, 2021.	\$149,864
National Science Foundation (NSF) HSI	GETS-Math	Pilots STEM supported cohort and faculty community of practice in culturally responsive STEM teaching. Funds scholarships, faculty professional development. Keith Schloeman, Shannon Othus-Gault. Submitted February 10, 2021.	\$199,994
IME BECAS-Mexican Consulate	GETS-Education	Funds tuition for students of Mexican heritage seeking the Biliteracy Seal. Cecelia Monto. Submitted April 29, 2021.	\$5,000
Meyer Memorial Trust-Grow Your Own Educator Accelerator	GETS-Education	Funds additional student support for the Grow Your Own Educator program and the publishing of a teacher pathway anthology through Chemeketa Press. Cecelia Monto. Submitted April 29, 2021.	\$60,200
HECC Talent Innovation and Equity	Diversity, Equity and Inclusion	Partnership with NAACP, Oregon Marshallese Association and other community-based organizations serving equity groups to innovate in engaging	\$61,528

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July 21, 2021

		students from underrepresented backgrounds. Vivi Caleffi-Prichard. Submitted June 7, 2021.	
	.		
National Security Administration- National Centers of Academic Excellence in Cybersecurity Education Innovation	CTE-Computer Information Systems	Partnership with Portland State University to support the cyber security program through activities, student support, courseware development and industry connections; 3-year grant. Zachary Yamada. Submitted April 8, 2021.	\$149,997
		Total:	\$901,173

SPRING TERM ENROLLMENT REPORT

Prepared by

Beth Holscher, Institutional Research Analyst
Heidi Gilliard, Director—Institutional Research and Reporting
Michael Vargo, Vice President—Academic Affairs

Items included in this report:

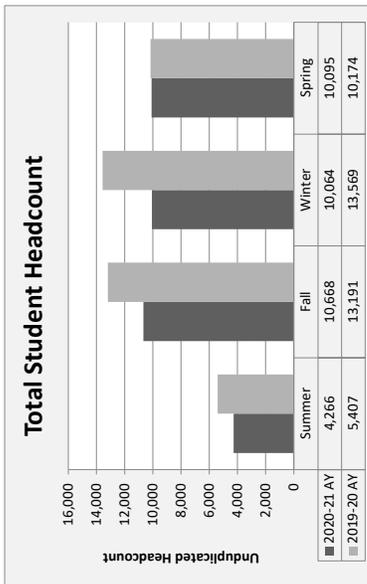
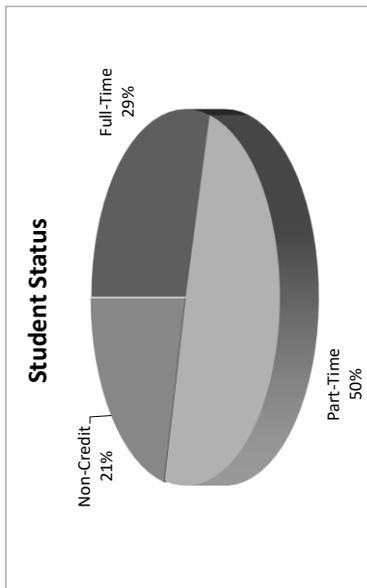
- Student, FTE and Enrollment Profile
- Spring Term Enrollment vs. Prior Years
- Spring Term Cumulative Enrollment

Spring 2021
Student, FTE and Enrollment Profile
All Locations

Spring 2021
STUDENTS (unduplicated headcount)

Total Students	10,095
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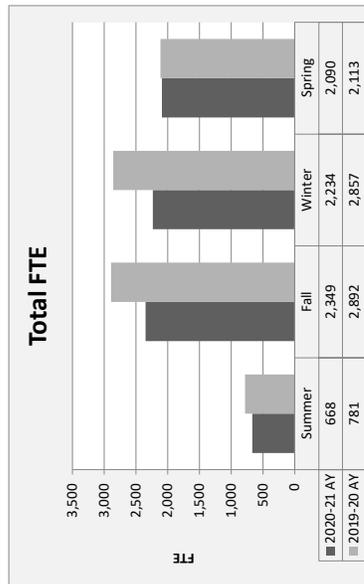
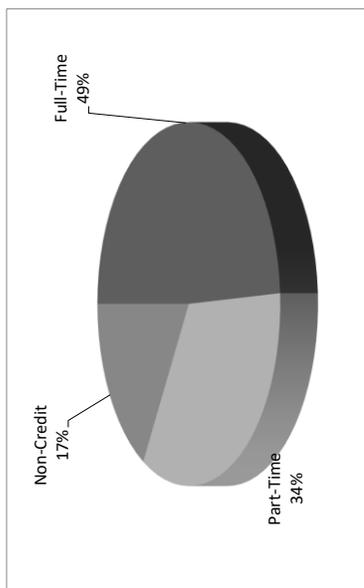
Full-Time	Part-Time	Non-Credit
2,936	4,998	2,161
29.1%	49.5%	21.4%



FTE

Total FTE	2,090
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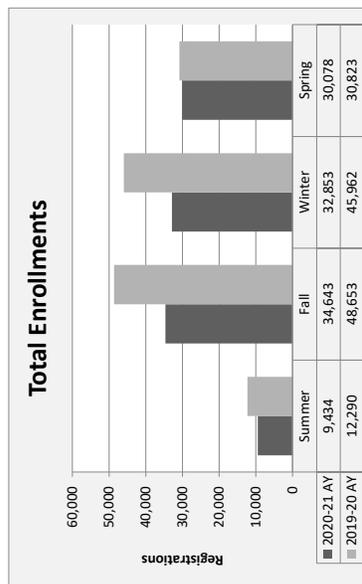
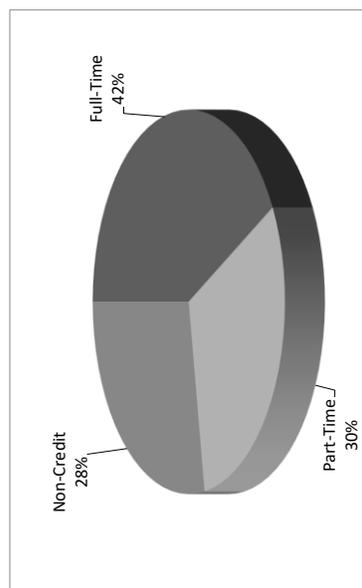
Full-Time	Part-Time	Non-Credit
1,025	716	349
49.1%	34.2%	16.7%



ENROLLMENTS (duplicated headcount)

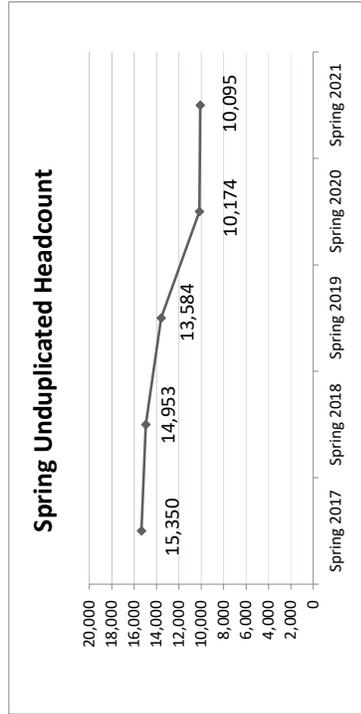
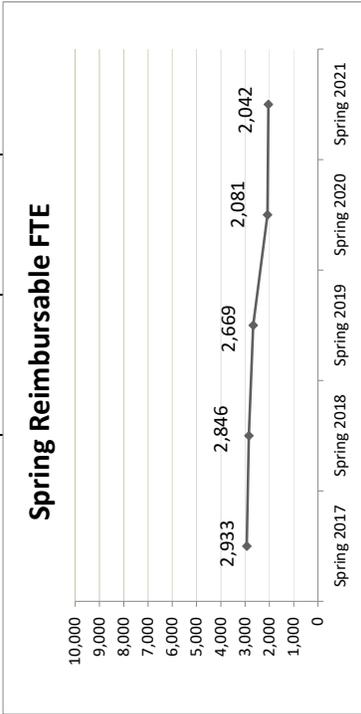
Total Enrollments	30,078
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Full-Time	Part-Time	Non-Credit
12,593	9,172	8,313
41.9%	30.5%	27.6%



Spring 2021
Student, FTE and Enrollment Profile
All Locations

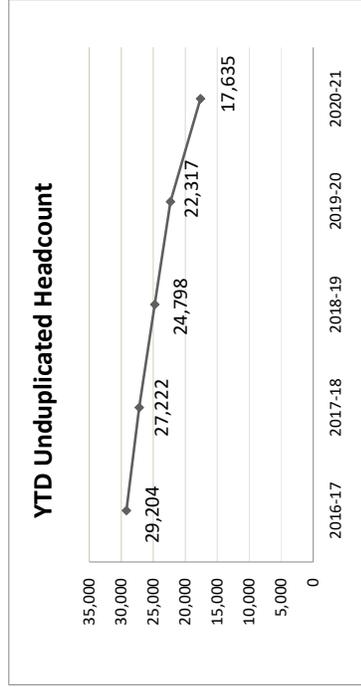
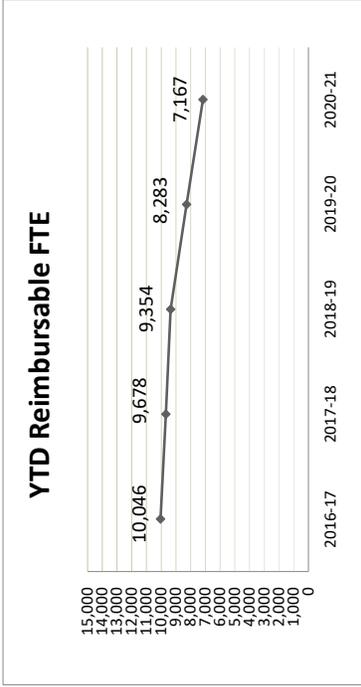
Spring-to-Spring Comparison			
Spring Term FTE and Headcount	Spring 2020	Spring 2021	% Change
Reimbursable FTE	2,081	2,042	-1.9%
Non-Reimbursable FTE	32	48	51.4%
Total FTE	2,113	2,090	-1.1%
Unduplicated Headcount	10,174	10,095	-0.8%



Rate of Change from Spring to Spring				
	2017 to 2018	2018 to 2019	2019 to 2020	2020 to 2021
Change in Reimbursable FTE	↗ 3.0%	↘ -6.2%	↘ -22.0%	↗ -1.9%
Change in Unduplicated HC	↗ -2.6%	↘ -9.2%	↘ -25.1%	↗ -0.8%

* A horizontal arrow indicates that change was flat (within three percent).

Year-to-Date			
Year-to-Date FTE and Headcount	2019-20	2020-21	% Change
YTD Reimbursable FTE	8,283	7,167	-13.5%
YTD Non-Reimbursable FTE	359	174	-51.5%
YTD Total FTE	8,643	7,341	-15.1%
YTD Unduplicated Headcount	22,317	17,635	-21.0%



Rate of Change YTD to YTD				
	2016-17 to 2017-18	2017-18 to 2018-19	2018-19 to 2019-20	2019-20 to 2020-21
Change in YTD Reimbursable FTE	↘ -3.7%	↘ -3.3%	↘ -11.4%	↘ -13.5%
Change in YTD Unduplicated HC	↘ -6.8%	↘ -8.9%	↘ -10.0%	↘ -21.0%

Standard Report-7
July 21, 2021

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

Prepared by

John McIlvain, Manager—Emergency and Risk Management
Michael Kinkade, Interim Vice President—CSSD

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 July 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.

LYNN IRVIN presented a workshop for the national AAWCC sponsored self-care wellness series. The workshop was titled, "Positive Vibes Forum, Tell Me Something Good!" and was presented by Zoom on May 19. *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

Thanks to the Phased Reopening Chemeketa Task Team's "COVID-19 External Events Team" (CEET) RORY ALVAREZ, AMANDA PATRICK, REBECCA HILLYER, TOM HOWARD, REGALADA LOMBARDI, JOHN MCILVAIN, TONY MOORE, and KEVIN WALTHERS for their work in assisting South Coast Business Employment Corporation (SCBEC) at Worksource Willamette with a Drive Through Job Fair. The CEET assesses external community groups requesting use of Chemeketa spaces or facilities during COVID times. This experienced group of subject matter experts has a pragmatic, "can do" attitude and strives to support a successful community event without compromise to the safety of our students, staff, and community members. *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

NursingProcess.org announced that Chemeketa Community College's Nursing program was the #1 Associate Degree nursing program in Oregon for 2021! The Nursing program was also in the top 10 with NursingSchoolHub. Thanks to dedicated nursing faculty CHRISTIE BAILEY, BEVERLY COLEMAN, ELLEN GRIFFITH, LORENE KITTELSON, ELAINE MOHN-BROWN, BERNADETTE MURPHY, KELSI POWELL, CYNTHIA TENNANT, KIMRA TOLLEFSON, DENISE TUFTS, JACK WILLIAMS, and RAMONA VONDERSTRASSE who help out in the skills lab! *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

The 2021 NWAC Administrator awards were announced, and CASSIE BELMODIS received the Jim Jackson Outstanding Service Award for her service to student-athletes for close to 40 years. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Congratulations to COLIN STAPP for contributing to an article that was recently published in the Journal of the Instructional Technology Council. The article, Tales from the Trenches: "Nine Percent," provides the perspective of the faculty members within the Center for Academic Innovation on responding to the COVID-19 crisis. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Standard Report-8
July 21, 2021

On July 8, 2021, the Chemeketa Foundation hosted a special dedication event to honor the late Dr. Selma Moon Pierce. Dr. Pierce had been a longtime advocate for Chemeketa, and was a driving force in the creation of the dental programs building. Over 50 individuals, including faculty, staff, students, Foundation Board members, Chemeketa Board of Education members, friends, and family were in attendance to witness the unveiling of a memorial bench placed directly outside of the front door of the dental programs building. Speakers at the event shared stories about Dr. Pierce and the positive impact she made at Chemeketa and in the community. Funds for the memorial bench were provided by donors who earmarked their donations specifically for this project. Thanks go out to Chemeketa's facilities team for setting up tables and chairs, as well as Northwest Catering for coordinating food service. *(Value: Collaboration)*

Building Inspection Technology student, DANNY DABLER, has been selected to participate in the International Code Council (ICC) Board Shadow Program. He is one of only 15 new professionals selected from around the United States to participate in the Shadow Program at the international conference in Pittsburg, PA in September. The shadow program provides an opportunity for promising new code professionals to shadow the Board of Directors at the ICC Annual Conference to experience real-time leadership as they observe their Board mentors. As part of the program, Danny will also serve on the Emerging Leaders Membership Council (ELMC). *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

Separate Action-2
July 21, 2021

**APPROVAL OF RESOLUTION NO. 21-22-03,
ADOPTING THE PENSION ADJUSTMENT FUND
AND MAKING APPROPRIATIONS
[21-22-101]**

Prepared by

Rich McDonald, Interim Chief Financial Officer
Jessica Howard, President/Chief Executive Officer

Local budget law 294.338 authorizes the creation of a new fund by resolution to receive the proceeds from the sale of bonds.

After careful consideration, the Board of Education approved the participation in the issuance of Full Faith and Credit pension obligation bonds during a regular board meeting on May 19, 2021.

In order to lawfully receive the proceeds and expend the receipts, a new fund appropriation must be established. The funds from this transaction will be transferred to PERS and thereby establish a new side account strictly for Chemeketa's benefit.

Official action is requested to approve Resolution No. 21-22-03 in order to create and adopt the Pension Adjustment Fund with a total budget of \$60,000,000.

Separate Action-2
July 21, 2021

CHEMEKETA COMMUNITY COLLEGE
RESOLUTION NO. 21-22-03
ADOPTING THE PENSION ADJUSTMENT FUND AND MAKING APPROPRIATIONS

WHEREAS, ORS 294.338 authorizes the creation of a new fund by resolution to receive the proceeds from the sale of bonds, and

WHEREAS, the Board of Education approved the sale of pension obligation bonds at a regular meeting on May 19, 2021, the Board of Education is requested to adopt at this time an expenditure budget of \$60,000,000 as stated below,

NOW BE IT RESOLVED, that for the fiscal year beginning July 1, 2021 and ending June 30, 2022, the amounts shown below are hereby appropriated for the purpose indicated within the funds listed:

PENSION ADJUSTMENT FUND

Resources:

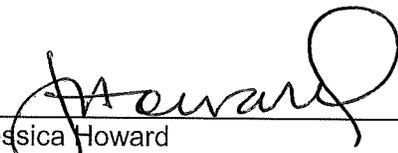
Proceeds from Bonds	<u>60,000,000</u>
Total Resources	60,000,000

Expenditures:

Fringe Benefits	<u>60,000,000</u>
Total Personnel Services	<u>60,000,000</u>
Total Expenditures	60,000,000



Jackie Franke
Chairperson



Jessica Howard
President/Chief Executive Officer

July 21, 2021

Date

Separate Action-3
July 21, 2021

**APPROVAL OF RESOLUTION NO. 21-22-04,
AUTHORIZING ALCOHOL AND TOBACCO TAX AND TRADE BUREAU (TTB)
CERTIFICATE OF LABEL APPROVAL (COLA) ACCOUNT AUTHORITY
[21-22-102]**

Prepared by

Holly Nelson, Executive Dean—Regional Education and Academic Development
Mike Vargo, Vice President—Academic Affairs
Jessica Howard, President/Chief Executive Officer

Authority to have Certificate of Label Approval (COLA) account permissions and licensing through the Alcohol and Tobacco Tax and Trade Bureau (TTB) must be provided by the College Board of Education. The transition of a new college president/chief executive officer and management of Chemeketa Cellars and the Wine Studies Program requires a change of signatory authority with TTB for Certificate of Label Approval. This resolution gives Jessica Howard, President and Chief Executive Officer of Chemeketa Community College, and her designees permissions and authority for a COLA account and TTB licensing.

It is recommended that the board approve Resolution No. 21-22-04 for a change in authority of the Certificate of Label Approval account through the Alcohol and Tobacco Tax and Trade Bureau.

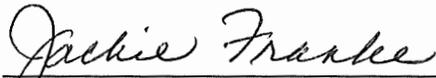
Separate Action-3
July 21, 2021

RESOLUTION NO. 21-22-04
AUTHORIZING DEPARTMENT OF THE TREASURY
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU (TTB)
SIGNING AUTHORITY FOR CORPORATE AND LLC OFFICIALS

WHEREAS, the Department of Treasury regulates the Alcohol and Tobacco Tax and Trade Bureau (TTB), and

WHEREAS, the College Board of Education approves signatory authority for Chemeketa Community College's president/chief executive officer and her designees,

NOW BE IT RESOLVED, that the Chemeketa Community College Board of Education, hereby approves Jessica Howard, and any corporate officials that she authorizes, to have account permissions for licensing and signatory authority for all documents submitted on behalf of Chemeketa Community College, Northwest Wine Studies Center, and Chemeketa Cellars, to the Alcohol and Tobacco Tax and Trade Bureau.



Jackie Franke
Chairperson



Jessica Howard
President/Chief Executive Officer

July 21, 2021

Date

Action-1
July 21, 2021

**APPROVAL OF COLLEGE POLICY #5010—STUDENT RIGHTS AND RESPONSIBILITIES
[21-22-103]**

Prepared by

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

STUDENT RIGHTS AND RESPONSIBILITIES—POLICY #5010

This policy was reviewed and approved by the Student Success and Completion Advisory Council on May 28, 2021.

In the review of this policy, it was compared to language from OCCA Board Policy #5500—Standards and Student Conduct. Language from the OCCA policy and current Chemeketa policy #5010 informed revision of the Chemeketa policy to ensure it meets the needs of the college and Chemeketa students.

For the above noted policy, the new language is underlined and the former language has been stricken with lines through the text.

It is recommended that the College Board of Education approve policy 5010—Student Rights and Responsibilities.

Student Services Series—5000

STUDENT RIGHTS AND RESPONSIBILITIES

~~Chemeketa Community College shall maintain a student rights and responsibilities document which is readily accessible to students. This document addresses student rights of access to education and facilities; provisions of confidentiality, association, and expression; code of conduct; procedure for academic honesty; and student responsibilities.~~

Chemeketa Community College shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state laws and regulations.

The document shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

In addition to the Code of Conduct, this document also addresses student rights of access to education and facilities; provisions of confidentiality, association, and expression; appeals processes; and student responsibilities.

The document shall be made widely available to students through the college catalog, on the public website, and other means.

September 18, 1991

Adopted College Board of Education

March 21, 2007; July 20, 2016

Revised College Board of Education

**ACCEPTANCE OF PROGRAM DONATIONS
APRIL 1, 2021 THROUGH JUNE 30, 2021
[21-22-104]**

Prepared by

Shawn Keebler, Development Associate—Foundation
Jamie Wenigmann, Director of Development—Foundation
Marie Hulett, Executive Director—Institutional Advancement
David Hallett, Vice President—Governance and Administration

These items were donated to Chemeketa Community College from April 1, 2021 through June 30, 2021. It is recommended that the College Board of Education accept these donations.

Item:	1997 Ford F-350	Item:	Various parts and tools
Donor:	Benson Polytechnic High School	Donor:	Benson Polytechnic High School
Declared Value:	\$11,780	Declared Value:	\$10,000
Program:	Diesel Technology Program	Program:	Diesel Technology Program
Item:	DD13 Core engine	Item:	30 Business related books
Donor:	AMC Fleet Services	Donor:	Karen Runkel
Declared Value:	\$4,500	Declared Value:	\$150
Program:	Diesel Technology Program	Program:	CCBI
Item:	SMD Rework Station and SMT	Item:	4 bottles of wine
Donor:	Garmin	Donor:	Argyle Winery
Declared Value:	\$350.86	Declared Value:	\$163
Program:	Electronics Program	Program:	Viticulture Program

**APPROVAL OF GRANTS AWARDED
APRIL 2021–JUNE 2021
[21-22-105]**

Prepared by

Gaelen McAllister, Grants Coordinator—Institutional Grants
David Hallett, Vice President—Governance and Administration

These grants have been awarded to the college from April–June 2021. It is recommended that the board accept these grants.

Grantor	Department	Description	Amount
U.S. Department of Agriculture (USDA), Hispanic Serving Institution (HSI)	Regional Education and Academic Development (READ)-Agricultural Sciences and Technology	Provides paid internships and mentoring to increase Hispanic student participation in Ag Sciences. Larry Cheyne. Submitted January 26, 2021.	\$274,590
USDA Secondary Education, Two-Year Postsecondary Education, and Agriculture in the K-12 Classroom Challenge Grants (SPECA)	READ-Agricultural Sciences and Technology	Partnership with Salem Keizer Career and Technical Education Center (CTEC) Agri Science program to develop pathways for CTE students to earn credits and certificates while in high school. Funds a coordinator and student scholarships. Larry Cheyne. Submitted February 4, 2021.	\$149,864
National Science Foundation (NSF) HSI	General Education and Transfer Studies (GETS)-Math	Pilots STEM supported cohort and faculty community of practice in culturally responsive STEM teaching. Funds scholarships, faculty professional development. Keith Schloeman, Shannon Othus-Gault. Submitted February 10, 2021.	\$199,994
IME BECAS-Mexican Consulate	GETS-Education	Funds tuition for students of Mexican heritage seeking the Biliteracy Seal. Cecelia Monto. Submitted April 29, 2021.	\$5,000

Action-3
July 21, 2021

Meyer Memorial Trust- Grow Your Own Educator Accelerator	GETS- Education	Funds additional student support for the Grow Your Own Educator program and the publishing of a teacher pathway anthology through Chemeketa Press. Cecelia Monto. Submitted April 29, 2021.	\$60,200
Higher Education Coordinating Commission (HECC) Talent Innovation and Equity	Diversity, Equity and Inclusion	Partnership with NAACP, Oregon Marshallese Association and other community-based organizations serving equity groups to innovate in engaging students from underrepresented backgrounds. Vivi Caleffi-Prichard. Submitted June 7, 2021.	\$61,528
National Security Administration- National Centers of Academic Excellence in Cybersecurity Education Innovation	Career and Technical Education (CTE)- Computer Information Systems	Partnership with Portland State University to support cyber security program through activities, student support, courseware development and industry connections. 3-year grant. Zachary Yamada. Submitted April 8, 2021.	\$149,997
Total:			\$901,173

Action-4
July 21, 2021

**APPROVAL OF CONTRACT AWARD FOR STUDENT SUCCESS
AND RETENTION MANAGEMENT SYSTEM**

Prepared by

Mariah Dooley, Procurement Analyst
Katie Bunch, Director of Business Services

STUDENT SUCCESS AND RETENTION MANAGEMENT SYSTEM

A Request for Proposal (RFP) for a Student Success and Retention Management System was advertised on May 6, 2021 on the college's Procurement Services website and on the State of Oregon Procurement Information Network (ORPIN).

Four Proposals were received and opened immediately following the solicitation closing on June 3, 2021, at 2 pm. The firms that submitted Proposals were:

Aviso Retention LLC, Columbus, OH
Civitas Learning, Inc., Austin, TX
EAB Global, Inc., Washington, DC
Engage2Serve, Inc., Austin, TX

Four Proposals were determined to be responsive and subsequently evaluated in accordance with the solicitation document's evaluation criteria. Some of the evaluation criteria included: the firm's experience working with community colleges; advising and caseload management functions; appointment scheduling and check-in; early alert; student experience; reporting and analytics functionality; and the firm's background, history and performance.

It is recommended that the College Board of Education approve the award of the contract for a Student Success and Retention Management System, to EAB Global, Inc., Washington, DC, the most responsive and responsible Proposer, for a period not to exceed five years, for an estimated contract value of \$723,025, contingent upon protests, if any, from unsuccessful Proposers, and successful contract negotiations.

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.

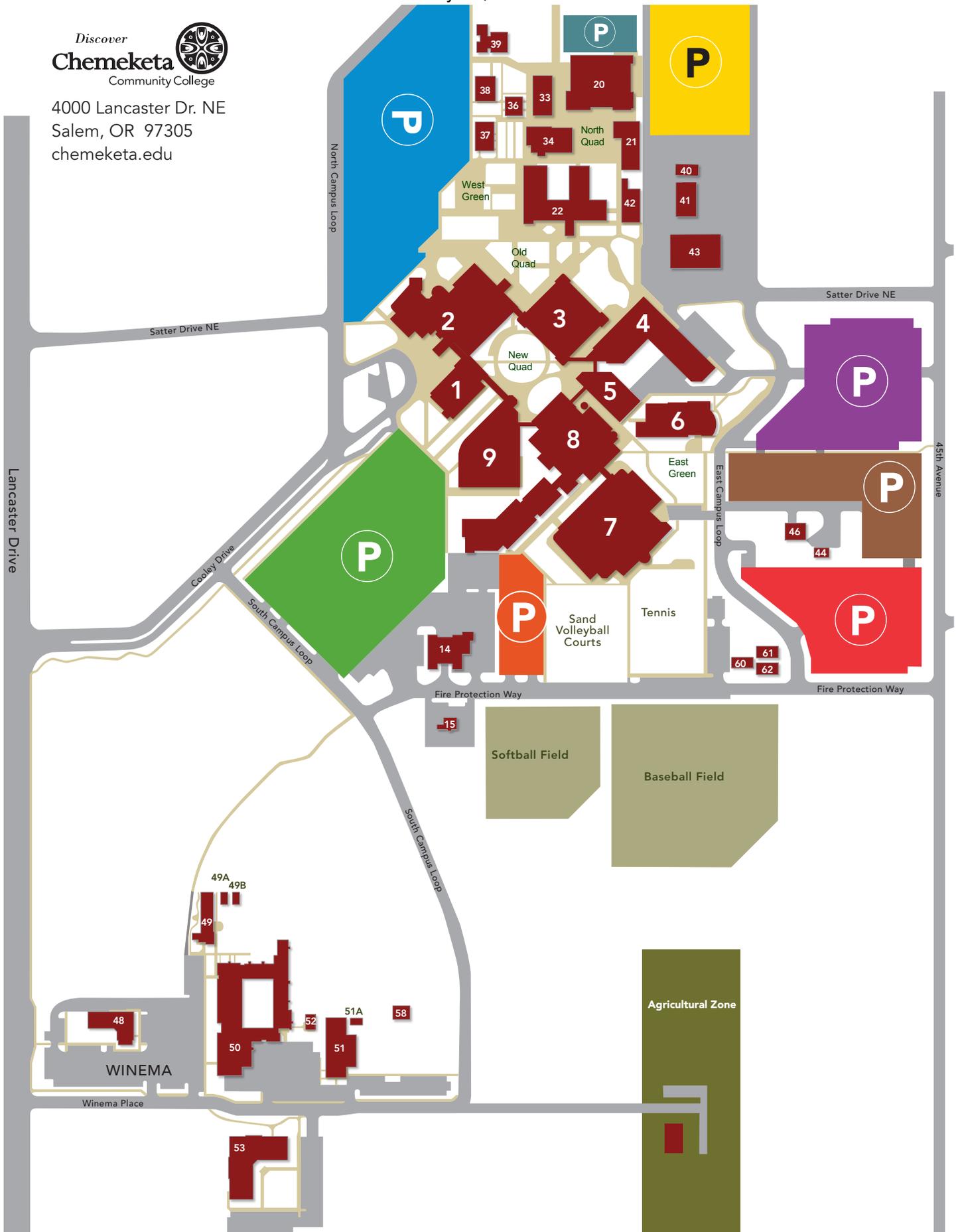
Innovation – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

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
July 21, 2021



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



Appendix-2 July 21, 2021

Salem Campus

Building and Primary Function(s)

- 001 1st Floor: Bookstore,
- 001 2nd Floor: Faculty Offices
- 002 1st Floor: Advising & Counseling;
Career Center; Convenience
Store; **Student Accessibility
Services**; Food Court; Information
Center; Multicultural Center;
Planetarium; Public Safety;
Student Retention & College Life;
Student Support Services; Testing
Services
- 002 2nd Floor: Business Services; CAMP;
Chemeketa Completion Program;
Enrollment Center; Graduation
Services; Financial Aid; TRiO; Talent
Search; Upward Bound; Tutoring
Services; Veteran's Services; College
Support Service's; Human Resources;
Presidents Office; Public Information,
Marketing and Student Recruitment.
- 003 1st Floor: Gretchen Schuette Art
Gallery; Classrooms;
- 003 2nd Floor: Classrooms; Math Learning
Center; Instruction and Student
Services, Placement Testing
- 004 1st Floor: Automotive Program;
Electronics Program
- 004 2nd Floor: Visual Communications;
Robotics; Eletronics & Networking
Programs
- 005 1st Floor: Art Classrooms;
- 005 2nd Floor: Classrooms
- 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**; Scheduling; Television
Studio
- 009 2nd Floor: Library; Writing Center;
Computer Lab; Study Rooms
- 014 Public Safety
- 015 Burn Tower
- 020 Drafting; Engineering; Machining
Program
- 021 Welding Program
- 022 Academic Development; HEP;
Information Technology
- 033 Apprenticeship Program
- 034 Conference Rooms; SOAR
- 037 Faculty Offices
- 038 Faculty Offices; Occupational Skills
Training; Cooperative Work Experience
- 039 Child Development
- 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; Winema Market & Deli
- 049 Mid-Willamette Education Consortium,
Youth GED Options
- 050 High School Partnerships
- 051 Winema High School; Robotics; Lab
- 052 Classrooms
- 053 Department of Human Services
- 058 Facilities & Operations Annex
- 060 Agriculture Sciences
- 061 Classrooms
- 062 Classrooms

Area or Service—Building/Room

- General Information
(Welcome Center)—2/110
- Public Safety—2/173—503.399.5023
- Academic Development—22/100
- Instructional & Student Services—3/272
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Chemeketa Cooperative Regional Library
Service—9/136
- Computer Labs, Library—9/Second Floor
- Convenience Store—2/180
- Cooperative Work Experience—38
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- Disability Services—2/174
- 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, & 48
- GED—22/100
- Gymnasium—7
- Human Resources—2/214
- International Programs and Study
Abroad—2/174
- IT Help Desk—9/128
- Career Center—2/115
- Library—9/Second Floor
- Lost & Found—2/173

- Mail Room—43
- Multicultural Center—2/177A
- Northwest Innovations—42
- Online Courses—9/106
- Parking Permits—2/173
- Planetarium—2/171
- Posting Notices on Campus—2/176
- President's Office—2/216
- Public Information—2/208
- Registration—2/200
- Student Center—2/179
- Student Clubs—2/176
- Student Identification Cards—1/First Floor
- Student Accessibility Services—2/174**
- Study Skills—2/210
- Testing Center—2/101 (Testing
Annex—3/267)
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—2/210
- Vending Machine Refunds—Bookstore
- Veterans' Services—2/200
- Writing Center—9/210

Instructional Department Offices

- Dental Programs—8/109
- eLearning & Academic Technology—9/106
- Emergency Services—19
- Health, & Human Performance—7/103
- Health Sciences—8/114
- Humanities & Communications—1/204
- Applied Technologies—20/203
- Math, Science—9/105
- Agricultural Sciences—60
- Nursing—8/113
- Pharmacy Technology—8/113
- Social Science, Business and Human
Services—1/204 Tech Hub—9/106

Restrooms

SINGLE OCCUPANCY

- Building 2—First floor
- Building 4—Second floor
- Building 5—Second floor
- Building 6—First floor
- Building 8—First floor
- Building 20—First floor

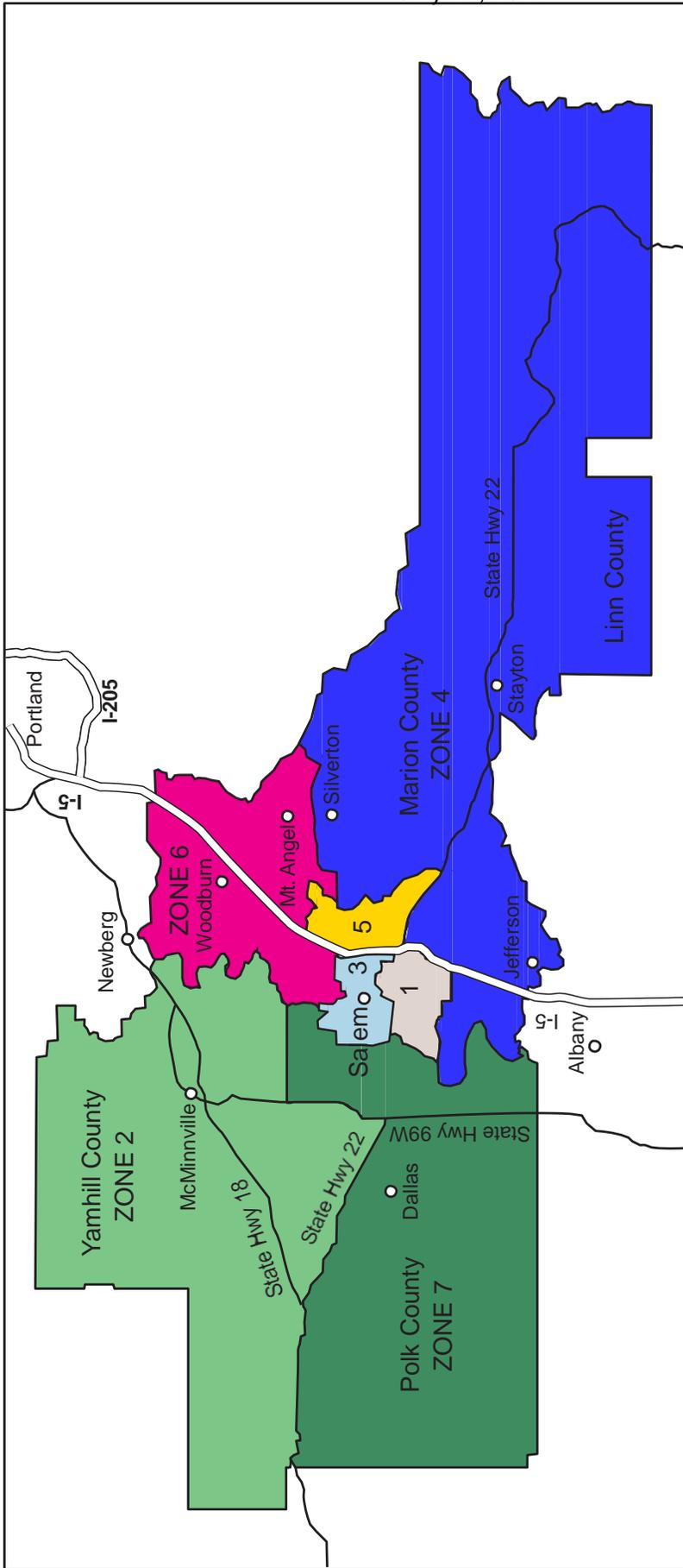
- Building 36—First floor
- Building 37—First floor
- Building 38—First floor
- Building 40—Second floor
- Building 50—First floor
- Building 51—First floor

MOTHER'S ROOM

- Building 2—First floor
- Building 8—First floor
- Building 20—Second floor
- Building 40—Second floor



Chemeketa Community College
District Boundary and Board Zones



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