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 background is a solid dark green color.

Regular Meeting

February 21, 2018

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

February 21, 2018

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

I. Workshop	4:30 pm	Salem Campus—Building 2, Room 170, (Board Room)
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- | | | |
|----|---|------|
| A. | Introduction of Student Athletes
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley | 1–5 |
| B. | Introduction of Student Leaders
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley | 6–12 |

II. A. Executive Session	5:30 pm	Salem Campus—Building 2, Room 172
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Executive Session is called in accordance with ORS 192.660(2) (d) negotiations.

B. Administration Updates

III. Regular Session	7 pm	Salem Campus—Building 2, Room 170, (Board Room)
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- | | | |
|--|-------------|-------|
| A. Call to Order | | |
| B. Pledge of Allegiance | | |
| C. Roll Call | | |
| D. Ratification of Chemeketa Faculty Association Contract | [17-18-134] | 12a |
| E. Comments from the Audience | | |
| F. Approval of Minutes—Workshop and Regular Board Meeting of January 17, 2018, and Board Work Session and Budget Committee Orientation of January 24, 2018 | | 13–28 |

G. Reports

- | | | |
|--|--|-------|
| 1. Reports from the Associations | | |
| a. Isaac Acosta | Associated Students of Chemeketa (ASC) | 29–30 |
| b. Justus Ballard | Chemeketa Faculty Association | 31 |
| c. Terry Rohse | Chemeketa Classified Employees Association | 32–33 |
| d. Allison Stewart Hull | Chemeketa Exempt Employees Association | 34 |
| 2. Reports from the College Board of Education | | |
| 3. Reports from the Administration | | |
| a. Jim Eustrom | | |

H. Information

- | | |
|--|-------|
| 1. College Policies #2280—Access to College Property;
#2410—College Safety and Security; and #6210—
Purchasing and Expenditures
Julie Huckestein, President/Chief Executive Officer | 35–38 |
|--|-------|

I. Standard Reports

- | | |
|---|-------|
| 1. Personnel Report
David Hallett, Vice President—Governance and Administration | 39–40 |
| 2. Budget Status Report
Julie Huckestein, President/Chief Executive Officer | 41–44 |
| 3. Purchasing Report
Julie Huckestein, President/Chief Executive Officer | 45 |
| 4. Capital Projects Report
Julie Huckestein, President/Chief Executive Officer | 46 |
| 5. Chemeketa Cooperative Regional Library Service Report
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley | 47–48 |
| 6. Student Success Data Points
David Hallett, Vice President—Governance and Administration | 49 |
| 7. Recognition Report
Julie Huckestein, President/Chief Executive Officer | 50–51 |

J. Separate Action

- | | | |
|---|-------------|-------|
| 1. Approval of Proposed Student Tuition
for 2018–2019
Julie Huckestein, President/Chief Executive Officer | [17-18-129] | 52–54 |
| 2. Approval of Retirement Resolutions
No. 17-18-17, Sherie L. Ball and
No. 17-18-18, Teresa “Terri” Landau
David Hallett, Vice President—Governance and Administration | [17-18-130] | 55–57 |

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 2018–2019 Proposed Budget Calendar
and Resolution No. 17-18-16, Setting Budget
Committee Meeting Dates
Julie Huckestein, President/Chief Executive Officer | [17-18-131] | 58–60 |
|--|-------------|-------|

2. Approval of Anesthesia Technology Associate of Applied Science Degree Jim Eustrom, Vice President—Instruction and Student Services/ Campus President, Yamhill Valley	[17-18-132]	61–62
3. Approval of the Contract Award for Site Planning and Facility Design Services for the Agricultural Complex on the Salem Campus Julie Huckestein, President/Chief Executive Officer	[17-18-133]	63
L. Appendices		
1. Mission – Vision – Values – Core Themes		64
2. Campus Map		65–66
3. District Map		67
M. Future Agenda Items		
N. Board Operations		
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, victim of domestic violence, genetic information, 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 503.365.4723, 4000 Lancaster Dr NE, Salem, OR 97305, or <http://go.chemeketa.edu/titleix>. Individuals may also contact the U.S. Department of Education, Office for 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, Oregon 97305.

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

INTRODUCTION OF STUDENT ATHLETES

Prepared by

Cassie Belmodis, Dean—Health, Human Performance and Athletics
Don Brase, Executive Dean—General Education and Transfer Studies
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The Chemeketa student-athletes listed below represent the seven athletic programs at the college. Chemeketa is a member of the Northwest Athletic Conference (NWAC), which includes 36 community colleges from Oregon, Washington, British Columbia, and Idaho. The Chemeketa Storm athletic program provides quality and competitive athletic opportunities for student-athletes in the classroom, labs, and the athletic arena. The college's athletic program focuses on academic progress, retention, persistence, completion and competition as everyday goals.

WOMEN'S PROGRAM REPRESENTATIVES

Sport	Name	Year	Degree
Soccer	Elena Garcia	Freshman	AAOT
Basketball	Majestic Moler	Freshman	AAOT
Softball	Kendal Bailey	Sophomore	AAOT
Volleyball	Elenor Belton	Freshman	AAOT

MEN'S PROGRAM REPRESENTATIVES

Sport	Name	Year	Degree
Soccer	Ammon Teubner	Sophomore	AAOT
Basketball	Andrew Dufort	Sophomore	AAOT
Baseball	Victor Perez Jr.	Sophomore	AAOT

ABBREVIATIONS

Associate of Arts Oregon Transfer—AAOT

Associate of General Studies—AGS

Associate of Science/Oregon Transfer in Business—ASOT/Bus

Associate of Science/Oregon Transfer in Computer Science—ASOT/CS

Associate of Applied Science—AAS

RS—Red Shirt

Workshop-A
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WOMEN'S SOCCER

Coach: Sara Landis

Assistant Coaches: Kyle Ruhlin, Julian Esquivel

No.	Name	Year	High School/City, State	Degree
0	Kaelyn Ramsay	Freshman	Salem Academy/Salem, OR	AAOT
2	Jodi Byers	Freshman	Thurston/Eugene, OR	AAOT
3	Brooke Hagen	Freshman	Thurston/Eugene, OR	AAOT
4	Kolbie Kopp	Freshman	McNary/Keizer, OR	AAOT
5	Mikaela Symons	Freshman	McMinnville/McMinnville, OR	AAOT
6	Erika Vargas Flores	Freshman	North Salem/Salem, OR	AAOT
7	Alexandra Benitez	Freshman	McMinnville/McMinnville, OR	AAOT
8	Abigail Rodriguez	Freshman	McNary/Keizer, OR	AAOT
9	Abigail Smith	Freshman	McNary/Keizer, OR	AAOT
10	Megan Stewart	Freshman	Corvallis/Albany, OR	AAOT
12	Elena Garcia	Freshman	West Salem/Salem, OR	AAOT
13	Cierra Howard	Sophomore	Lebanon/Lebanon, OR	AAOT
14	Monica Maciel	Freshman	McKay/Salem, OR	AAOT
15	Isabella Heath	Freshman	McNary/Keizer, OR	AAOT
16	Katie Foster	Sophomore	Molalla/Molalla, OR	AAOT
18	Katelyn Tallon	Freshman	Willamette Valley Christian/Salem, OR	AAOT
19	Kassidy Large	Freshman	South Salem/Salem, OR	AAOT
20	Gladys Melendrez	Freshman	McKay/Salem, OR	AAOT
21	Kaisha Davis- Caberto	Freshman	Kapaa/Kauai, HI	AAOT

WOMEN'S BASKETBALL

Head Coach: Kevin McCarrell

Assistant Coaches: Ty Reeder, Kayla Reyna

No.	Name	Year	High School/City, State	Degree
2	Kailin Hoylman	Freshman	The Dalles/The Dalles, OR	AAOT
3	Tess Hendricks	Freshman	Stayton/Stayton, OR	AAOT
5	Ally Gambill	Freshman	North Eugene/Eugene, OR	AAOT
10	Gabbi Mathis	Freshman	Henley/Klamath Falls, OR	AAOT
11	Hailey Smisek	Freshman	Silverton/Silverton, OR	AAOT
12	Lakin Susee	Sophomore	Kennedy/Mt. Angel, OR	AAOT
14	Tori Swanson	Sophomore	South Salem/Salem, OR	AAOT
15	Ashly Brady	Sophomore	Roosevelt/Portland, OR	AAOT
20	Destiny Fahndrich	Freshman	Crater/Central Point, OR	AAOT
22	BreeAnn Mike	Freshman	McKay/Salem, OR	AAOT
23	Mariah Hollenbeck	Freshman	Cascade/Stayton, OR	AAOT
RS	Majestic Moler	Freshman	Horizon Christian/Tualatin, OR	AAOT

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SOFTBALL

Head Coach: Pam Knox

Assistant Coaches: Susan Sasano, Jami Strinz-Penner, Stephanie Jones

Jersey numbers to be determined.

No.	Name	Year	High School/City, State	Degree
	Erica Anyanwu	Freshman	Grant/Portland, OR	AAOT
	Kendal Bailey	Sophomore	Scappoose/Scappoose, OR	AAOT
	Jessica Ball	Freshman	West Salem/Salem, OR	AAOT
	Tyrah Baron	Freshman	Brookings/Brookings, OR	AAOT
	Britnee Benson	Freshman	Yamhill Carlton/ Yamhill, OR	AGS
	Brittany Ensley	Sophomore	Harrisburg/Harrisburg, OR	AAOT
	Kaitlin Hanson	Freshman	AJ Dimond/Anchorage, AK	AGS
	Teddi Hop	Freshman	Dayton/Dayton, OR	AGS
	Savannah Hoyle	Freshman	Yamhill Carlton/Yamhill, OR	AAOT
	Katherine Lieberenz	Freshman	Ridgeview/Redmond, OR	AAOT
	Shelby Lund	Sophomore	North Salem/Salem, OR	AAOT
	Katie Salka	Freshman	Ridgeview/Redmond, OR	AAOT
	Jennifer Tuatagaloa	Freshman	Tillamook/Tillamook, OR	AGS
	Delcie Williams	Sophomore	Kailua/Kailua, HI	AGS

VOLLEYBALL

Head Coach: Traci Stephenson

Assistant Coaches: Courtney Higlin, Kayla Piper

No.	Name	Year	High School/City, State	Degree
1	Morgan Bolger	Sophomore	Lake Oswego/Lake Oswego, OR	AGS
3	Jane Cale	Freshman	West Albany/Albany, OR	AGS
6	Joie Pascoe-Long	Freshman	Churchill/Eugene, RO	AGS
7	Hayden Quartre	Freshman	Summit/Bend, OR	AAOT
8	Ialah Ochse	Sophomore	Westview/Portland, OR	AAOT
9	Madison Leno	Freshman	Willamina/Willamina, OR	AAOT
10	Lauren Kerlegan	Freshman	Lebanon/Lebanon, OR	AAOT
11	Haley Patterson	Sophomore	Canby/Canby, OR	AGS
13	Avery Sundberg	Freshman	Barlow/Gresham, OR	AAOT
14	Elenor Belton	Freshman	Corvallis/Corvallis, OR	AAOT

Workshop-A
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MEN'S SOCCER

Head Coach: Cristian Curiel

Assistant Coaches: Oscar Monteblanco, Vicky Cruz

No.	Name	Year	High School/ City, State	Degree
2	Rodrigo Gonzalez	Freshman	North Marion/Aurora, OR	AGS
3	Samuel Mexicano	Freshman	McKay/Salem, OR	AAOT
4	Ismael Carrillo	Freshman	North Marion/Donald, OR	AGS
5	Victor Omboke	Freshman	St. Helens/St. Helens, OR	AAOT
6	Alvin Salazar	Sophomore	Oregon City/Gladstone, OR	AGS
7	Omar Alcazar	Sophomore	Century/Hillsboro, OR	AGS
8	Alejandro Anaya	Freshman	Brookings/Brookings, OR	AAOT
9	Zeferino Cuevas	Freshman	Oregon City/Gladstone, OR	AGS
10	Jonathan Medel	Freshman	Glencoe/Cornelius, OR	AGS
11	Abner Carrillo	Freshman	North Marion/Donald, OR	AAOT
12	Antonio Rincon	Freshman	Central/Independence, OR	AAOT
13	Carlos Perez	Freshman	Woodburn/Woodburn, OR	AGS
14	Xavier Mendoza	Freshman	Sprague/Salem, OR	AGS
15	Mario Rodriguez	Freshman	Menlo-Atherton/East Palo Alto, CA	AAOT
16	Oscar Rosas	Freshman	Dayton/Dayton, OR	AAOT
17	Jorge Garcia	Freshman	McNary/Keizer, OR	AAOT
19	Angel Ortiz	Freshman	South Albany/Albany, OR	AGS
20	Jose Herrera	Freshman	Central/Independence, OR	AAOT
21	Maycol Diaz	Freshman	McKay/Salem, OR	AAOT
22	Ammon Teubner	Sophomore	Cascade/Turner, OR	AAOT
23	Julian Hernandez	Freshman	West Salem/Salem, OR	AGS
24	SanSan Joel Kambou	Freshman	Andre Malrouz/Abidjan	AAOT
25	Brandon Morales	Freshman	McKay/Salem, OR	AAOT
33	Jack Cuevas	Sophomore	Corvallis/Corvallis, OR	AAOT

MEN'S BASKETBALL

Head Coach: David Abderhalden

Assistant Coaches: Jeff Williams, Justin Sherwood, Jacob Begin

No.	Name	Year	High School/ City, State	Degree
3	Shaton Daniels	Freshman	McKay/Salem, OR	AAOT
5	Mason Elliott	Freshman	Westview/Beaverton, OR	AGS
10	Austin Evans	Sophomore	Canby/Canby, OR	AAOT
11	Jack Frazier	Sophomore	South Salem/Salem, OR	AAOT
12	Gage Johnson	Freshman	Weber/Eden, UT	AAOT
13	Jamel Merriweather	Sophomore	South Salem/Salem, OR	AGS
20	Deshawn Cannoy-Stephens	Freshman	Putman/Milwaukie, OR	AAOT
23	Bryson Gray	Freshman	West Salem/Salem, OR	AGS
24	Zac Schmerber	Freshman	Westview/Portland, OR	AAOT
31	Jason Richey	Freshman	The Dalles/The Dalles, OR	AAOT
33	Stepan Zavydovskyy	Sophomore	Cascade/Salem, OR	AAOT
34	Eric McKinstry	Freshman	Glencoe/Cornelius, OR	AAOT
RS	Andrew Dufort	Sophomore	Tigard HS/Tigard, OR	AAOT

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BASEBALL

Head Coach: Nathan Pratt

Assistant Coaches: Blake Woosley, Dillon Keene, Kyle Springer

Jersey numbers to be determined.

No.	Name	Year	High School/ City, State	Degree
	Robert Ahlstrom	Freshman	North Eugene/Eugene, OR	AAOT
	Ken Akiya	Sophomore	Kanagawa/Kanagawa, Japan	AAOT
	Humberto Alarcon	Freshman	Central/Independence, OR	AAOT
	Luis Amador	Freshman	Central/Independence, OR	AAOT
	Jacob Asa	Sophomore	Thurston/Springfield, OR	AGS
	Cade Baggerly	Sophomore	Canby/Canby, OR	AAOT
	Wyatt Baptiste	Freshman	North Medford/Medford, OR	AAOT
	Josh Benson	Freshman	McNary/Keizer, OR	AAOT
	Blake Buchheit	Freshman	West Salem/Salem, OR	AAOT
	Kallan Collett	Freshman	South Delta Secondary/Delta, BC	AAOT
	Justin Culpepper	Freshman	Sprague/Salem, OR	AAOT
	Morgan Dugi	Sophomore	Skyview/Billings, MT	AAOT
	William Gapasin	Sophomore	Blanchet/Independence, OR	AAOT
	Austin Gerding	Freshman	Philomath/Philomath, OR	AAOT
	Jacson Holstad	Freshman	Central/Independence, OR	AAOT
	Dillon Hord	Freshman	Oregon City/Oregon City, OR	AAOT
	Keegan Huey-Woods	Freshman	Westview/Beaverton, OR	AAOT
	Andrew Ishii	Freshman	Sprague/Salem, OR	AAOT
	Miles Norman	Freshman	LaSalle/Portland, OR	AGS
	Dylan Morgan	Sophomore	Crater/Central Point, OR	AAOT
	Victor Perez	Sophomore	Churchill/Eugene, OR	AGS
	Jack Sartin	Freshman	Emerald Ridge/Puyallup, WA	AAOT
	Trevor Slawter	Freshman	Crook County/Prineville	AAOT
	Eric Sommerfield	Sophomore	Banks/Banks, OR	AAOT
	Kyle Sturgeon	Sophomore	Henley/Klamath Falls, OR	AAOT
	Jack Suing	Freshman	Kennedy/Mt. Angel, OR	AAOT
	Cody Vestal	Freshman	Sprague/Salem, OR	AGS
	Cole Warren	Freshman	Clatskanie/Clatskanie, OR	AAOT
	Logan Williams	Freshman	Philomath/Philomath, OR	AAOT
	Brody Wittman	Sophomore	West Salem/Salem, OR	AAOT

INTRODUCTION OF STUDENT LEADERS

Prepared by

Mike Evans, Dean—Student Retention and College Life
Manuel Guerra, Executive Dean—Student Development and Learning Resources
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The Chemeketa Leadership Development Program provides many services to the college community. At all times students are expected to learn as much as possible about these services and how they can contribute to the college through these positions.

STUDENT LEADER REPRESENTATIVES

Leadership Team	Name	Year	Degree
ASC	Anthony Rosario	Sophomore	AAOT
LGBTQ+ Safe Zone	Michael Clute	Sophomore	AAOT
College Access Programs	London Barajas	Sophomore	AAS—HTM
International Ambassadors	Priyashna Ram	Sophomore	Medical Assisting
Multicultural Student Services	Keterrinne Camey Racquec	Freshman	AAOT and Human Services
Peer Assistants	Ranferi Natalie Herrera Flores	Sophomore	AAOT
Woodburn	Martha Guerrero	Sophomore	AAOT
Yamhill Valley Campus	Christine Stewart	Freshman	ASOT—CS

ABBREVIATIONS

Associate of Arts Oregon Transfer—AAOT

Associate of General Studies—AGS

Associate of Science/Oregon Transfer in Business—ASOT/Bus

Associate of Science/Oregon Transfer in Computer Science—ASOT/CS

Associate of Applied Science—AAS

ECE—Early Childhood Education

HTM—Hospitality and Tourism Management

CAD/CAM—Computerized-Assisted Drafting/Computerized-Aided Manufacturing

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ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Supervisor: Adam Holden

Name	Year	High School/City, State	Degree
Isaac Acosta	Freshman	Sprague High School/Salem, OR	AAOT
Fabian Curiel	Sophomore	Cascade High School/Turner, OR	AAS— Electronics
Christina Flinn	Sophomore	Sprague High School/Salem, OR	AAOT
Marisa Hall	Freshman	Silverton High School/ Silverton, OR	AAOT
Kaitlyn Young	Freshman	Livingstone Adventist Academy/Salem, OR	AAOT
Anthony Rosario	Sophomore	Sprague High School/Salem, OR	AAOT
Curtis Smith	Sophomore	East Beverly High School/Los Angeles, CA	AAS—Law Enforcement
Sara Vega-Flores	Sophomore	Gervais High School/Gervais, OR	AAOT

LGBTQ+ SAFE ZONE AND CLUB RESOURCE CENTER

Supervisor: Adam Holden

Name	Year	High School/City, State	Degree
Lindsey Caudle	Sophomore	Creswell High School/ Creswell, OR	AAOT
Michael Clute	Sophomore	Gervais High School/Gervais, OR	AAOT
Patricia Martinez	Sophomore	Barbara Roberts/Salem, OR	AAOT

DESIGN OP

Supervisor: Yesica Navarro

Name	Year	High School/City, State	Degree
Luz Herrera	Sophomore	Gervais High School/Gervais, OR	AAS—Graphic Design and Interactive Media
Morgan King	Sophomore	Pekin Community High School/Pekin, IL	AAS—Graphic Design
Keyiah McClain	Sophomore	North Salem High School/ Salem, OR	AAS—Graphic Design

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COLLEGE ACCESS PROGRAMS

Supervisors: Liliana Landa, Rosalba Aguilar-Luna, Joel Gisbert

Name	Year	High School/City, State	Degree
London Barajas	Sophomore	Summit Community College High School/Salem, OR	AAS—HTM
Diana Curiel	Sophomore	Cascade High School/ Turner, OR	AAS—ECE
Misael Ramon Gonzalez	Sophomore	North Marion High School/ Aurora, OR	AAOT
Josue Rodriguez	Sophomore	GED, Chemeketa Community College/Salem, OR	AAS—CAD/CAM
KaShan Snell	Sophomore	Tillamook High School/ Tillamook, OR	AAOT
Gracie Wilson	Sophomore	Sprague High School/Salem, OR	AAOT
Maya Zavala	Sophomore	South Salem High School/ Salem, OR	AAOT
Sandra Cerda Lezama	Sophomore	South Salem High School/ Salem, OR	AAOT
Denisse Lopez Rodriguez	Sophomore	Silverton High School/ Silverton, OR	AAOT
Guadalupe Martinez	Sophomore	McKay High School/Salem, OR	AAOT
Cindy Trinh	Sophomore	North Salem High School/Salem, OR	ASOT
Tony Acosta	Sophomore	South Salem High School/Salem, OR	AAOT
Gonzalo Cardenas	Sophomore	South Salem High School/Salem, OR	AAOT
Cynthia Rivera	Sophomore	McKay High School/Salem, OR	AAS
Abraham Rodriguez Guillen	Sophomore	North Salem High School/ Salem, OR	AAOT
Claudia Camacho	Sophomore	Stayton High School/Stayton, OR	AAOT
Carlos Del Rio	Sophomore	Richmond High School/ Richmond, CA	AAOT
Manuel Reyes	Sophomore	Cascade High School/Turner, OR	AAOT
Kim Subee	Sophomore	Roberts High School/Salem, OR	AAOT
Laria Chernishoff	Sophomore	GED, Kenai Peninsula College/University of Anchorage, AK	AAOT
J.P. Cruz	Sophomore	McKay High School/Salem, OR	ASOT
Alisa Couce	Sophomore	South Bay Faith Academy/ Redondo Beach, CA	ASOT

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MULTICULTURAL STUDENT SERVICES (MSS)

Supervisor: Linda Ringo-Reyna

Name	Year	High School/City, State	Degree
Jason Harding	Freshman	North Salem High School/ Salem, OR	AAOT
Claudia Juarez	Sophomore	Mt. Angel High School/ Mt. Angel, OR	AAOT
Blanca Lopez	Sophomore	McKay High School/ Salem, OR	AAOT
Omobusola Olofin	Freshman	Nigeria	AAOT
Victoria Vedrode	Sophomore	South Salem High School/ Salem, OR	AAOT
Keterinne Camey- Racuec	Freshman	South Salem High School/ Salem, OR	AAOT
Dieumaitre Jemet	Sophomore	Haiti	AAOT
Adrian Manriquez	Sophomore	McNary High School/ Salem, OR	AAOT
Gerardo Naranjo	Sophomore	McKay High School/ Salem, OR	AAOT

STUDENT RETENTION ASSISTANTS

Supervisors: Grecia Garcia-Perez, Michelle Limas

Name	Year	High School/City, State	Degree
Giani Adou	Sophomore	Lycee Maurice Delafosse/ Abidjan, Ivory Coast	AAOT
Alison Acosta-Vega	Sophomore	McNary High School/ Salem, OR	AAOT
Kimberly Botero	Sophomore	Gervais High School/ Gervais, OR	AAOT
Marissa Buyas	Sophomore	Gresham HS/Gresham, OR	AAS—Law Enforcement
Ariel Careaga	Sophomore	McNary High School/ Salem, OR	ASOT
Jasmine Hill	Sophomore	Silverton High School/ Silverton, OR	AAOT
Andrew Le	Sophomore	Sprague High School/ Salem, OR	ASOT—Bus
Annettee Huerta- Luna	Freshman	South Salem High School/ Salem, OR	AAOT
Yadira Mendoza	Freshman	GED, Chemeketa Community College/Salem, OR	AAOT

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PEER ASSISTANTS

Supervisors: Blanca Aguirre, Erika Coker

Name	Year	High School/City, State	Degree
Bishop Funk	Sophomore	Home School/Salem, OR	AAOT
Ashley Roth	Sophomore	Cascade High School/ Turner, OR	AAOT
Kacey Garcia	Sophomore	Liberty High School/ Bakersfield, CA	AAOT
Mayra Cisneros Espinoza	Sophomore	Latino College Preparatory Academy/San Jose, CA	AAOT
Salvador Pantoja Ramirez	Sophomore	Woodburn High School/ Woodburn, OR	AAOT
Andrea Gutierrez	Sophomore	Yakima Online/Yakima, WA	AAOT
Eva Arndt	Sophomore	Nampa High School/ Nampa, ID	Certificate— Addiction Counselor
Chase Newton	Sophomore	Early College High School/ Salem, OR	AAOT
Ranferi Natalie Herrera Flores	Sophomore	McKay High School/ Salem, OR	AAOT

INTERNATIONAL AMBASSADORS

Supervisor: Kim Eitner

Name	Year	High School/City, State	Degree
Aye Myat Htoo Mon	Sophomore	Yangon, Myanmar	ASOT—Bus
Bao Nguyen	Sophomore	Bien Hoa, Vietnam/ Blanchett Catholic School, Salem, OR	Pre-Engineering
Tho Nguyen	Sophomore	Danang, Vietnam	Pre-Dentistry
Priyashna Ram	Sophomore	Saweni, Lautoka Fiji	Certificate—Medical Assisting
Hidemi Kamada	Freshman	Osaka, Japan	AAS—ECE

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STUDENT AMBASSADORS

Supervisors: Cristina Barba, Esthela Zendejas

Name	Year	High School/City, State	Degree
Ranferi Natalie Herrera Flores	Sophomore	McKay High School/ Salem, OR	AAOT
Victoria Solares	Sophomore	Scappoose High School/ Scappoose, OR	AAOT
Omar Cruz Rosales	Freshman	McKay High School/ Salem, OR	AAS—Electrician Apprenticeship
Abraham Rodriguez	Sophomore	North Salem High School/ Salem, OR	AAOT
Naomi Suarez	Sophomore	Blanchet Catholic School/ Salem, OR	AAOT
Mayra Ibarra	Sophomore	Woodburn High School/ Woodburn, OR	AAOT
Farhan Habib	Sophomore	Bahir Dare Academy School/ Ethiopia	AAS—Management
Laura Garcia Moreno	Junior	Preparatoria de Tonalá/ Mexico	AAS—Management

STUDENT ACCESSIBILITY SERVICES

Supervisor: Tiffany Kennell

Name	Year	High School/City, State	Degree
Taylor Sanders	Freshman	T.C. Williams High School/ Alexandria, VA	AAS—Management
Katherine Wallace	Sophomore	Princeton High School/ Princeton, NC	AAOT
Chyra Andrews	Junior	Woodrow Wilson High School/ Portland OR	AAOT
Dan Cammack	Sophomore	Sprague High School/ Salem, OR	AAS—Management
Patricia Gonzalez	Junior	McNary High School/Keizer OR	AAOT

PUBLIC SAFETY OFFICE ASSISTANTS

Supervisor: Chris Cooper

Name	Year	High School/City, State	Degree
Mya Ibarra	Freshman	McKay High School/ Salem, OR	AAOT
Yerina Sharabarin	Sophomore	Canby High School/ Canby, OR	AAOT
Domnika Reutov	Sophomore	Silverton High School/ Silverton, OR	Certificate

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TUTORING AND STUDY SKILLS

Supervisors: Ashley Dern, Abby Grewatz

Name	Year	High School/City, State	Degree
Ariel Careaga	Sophomore	McNary High School/ Salem, OR	ASOT
Victoria Solares	Sophomore	Scappoose High School/ Scappoose, OR	AAOT

WOODBURN PEER LEADERS

Supervisor: Efrain Alonso

Name	Year	High School/City, State	Degree
Carla Gallegos	Junior	North Marion/Aurora, OR	AAOT
Gabriela Paniagua	Sophomore	GED Woodburn Chemeketa Center/Woodburn, OR	AAOT
Mario Ramon Carbajal	Sophomore	Woodburn High School/ Woodburn, OR	AAOT
Martha Guerrero	Sophomore	GED Woodburn Chemeketa Center/Woodburn, OR	AAOT
Mark D Wai	Sophomore	Tigard High School/ Tigard, OR	AAOT
Cinthia Pliego	Sophomore	Woodburn High School/Woodburn, OR	AAOT and Certificate—Medical Assisting
Sergio Ixmatlahua Cocotle	Freshman	GED High School Equivalency Program/Salem, OR	Certificate— Accounting

YAMHILL VALLEY RECRUITMENT AND RETENTION STUDENT LEADERS

Supervisor: Kelsey Anderson

Name	Year	High School/City, State	Degree
Grace Janzen	Freshman	Homeschool/Amity, OR	AAS—HTM
Joana Garcia	Freshman	GED, Chemeketa Community College/Salem, OR	AAS—ECE
Katie Ash	Sophomore	Mark Morris High School/ Longview, WA	AAOT
Troyellen Cooper	Sophomore	Sunset High School/ Portland, OR	AAS— Accounting
Christine Stewart	Freshman	Farmington High School/ Farmington, MI	ASOT—CS
Wesley Padilla (Kyle)	Sophomore	Life Academy/Dallas, OR	AAOT

**RATIFICATION OF CHEMEKETA FACULTY ASSOCIATION CONTRACT
[17-18-134]**

Prepared by

David Hallett, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

Details of the faculty contract have been discussed in executive session. This is a three-year contract which runs from July 1, 2017, through June 30, 2020.

The Chemeketa Faculty Association has voted and approved this contract contingent on board approval.

It is recommended that the College Board of Education ratify the collective bargaining agreement with the Chemeketa Faculty Association to be effective July 1, 2017.

APPROVAL OF BOARD MINUTES

Prepared by

Jeannie Odle, Executive Coordinator/Board Secretary
Julie Huckestein, President/Chief Executive Officer

Minutes of the board meeting of January 17, 2018, and the board work session and budget committee orientation of January 24, 2018, are submitted for review by the board.

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

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

January 17, 2018

I. WORKSHOP

Ken Hector, Chair, called the workshop to order at 4:32 pm. The workshop was held in the Board Room, Building 2, Room 170, at the Salem Campus.

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

College Administrators in Attendance: Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; Johnny Mack, Executive Dean, Career and Technical Education (for Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus).

A. Mid-Willamette Education Consortium (MWEC) Update

Ed Woods, director of the Mid-Willamette Education Consortium (MWEC); Sheila McCartney, regional coordinator; and Debbie Johnson, financial analyst shared an update on MWEC. Ed Woods reported MWEC is the largest consortium in the state with 15 regions covering Marion, Polk, Yamhill, and Lincoln counties. It is comprised of 23 high school districts, two community colleges (Chemeketa and Oregon Coast), the Willamette Education School District (WESD) which includes the Oregon School for the Deaf and MacLaren and Hillcrest youth facilities.

Ed used a PowerPoint to guide the presentation. In summary, MWEC writes the Perkins Basic and Reserve grants and oversees the spending, does Career and Technical Education licensure, develops programs of studies and renewals, oversees secondary and post-secondary technical skill assessments (TSAs), organizes and works with a number of professional learning communities (PLC), hosts a number of professional development activities for high school administrators and teachers, oversees CTE program data collections and reporting, participates in federal monitoring visits, manages purchasing and inventory control, develops and manages contracts and agreements, and conducts civil rights reviews. Another component of MWEC is dual credit or College Credit Now managed by Bruce Scanlon.

Ed briefly shared the history of Carl Perkins funds which started in 1984, followed by Perkins 2 in 1990 and Perkins 4 in 2006; a reauthorization is planned for Perkins 5 by 2019. Carl Perkins is a federal grant of \$1.1 billion administered in all 50 states. MWEC's grant was \$1.1 million with 50 percent to Chemeketa and the other 50 percent to secondary schools. Ten percent must be spent on professional development and 5 percent goes to administrative fees. Perkins funding has been flat the past few years for high schools. Last year (2016–2017) was \$481,083, this year (2017–2018) is \$477,000. In comparison, Measure 98 High School Success brought in \$7,137,023 for the 2017–2018 school year.

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Career Pathways was funded at \$497,530 last year and had 34 programs of study and 19 high schools; this year funding dropped to \$318,330, with 43 programs of study and 24 high schools. The CTE Revitalization grant for 2015–2017 was approximately \$1.1 million for the region; for 2017–2019 the grant awarded is approximately \$2.5 million, with 25 percent of the available money going to our region. In all the funding streams, our region was awarded \$2.1 million in 2016–2017 and \$10.5 million for 2017–2018.

Ed explained a program of study is a secondary to post-secondary pathway that leads to a certificate or degree. The state has six career-related areas: agriculture/natural resources; arts information and communication; business/management; human resources/emergency services; industrial engineering systems; and health services. The programs of study must fall within five elements: standards of content (skillsets); alignment/articulation (align with college program); accountability and evaluation (advisory groups); student support services (counseling, career exploration, guidance); professional development.

Professional Learning Communities (PLCs) are meetings made up of administrators in Marion, Polk, Yamhill, and Lincoln counties that are held four times a year to hear updates and for professional development activities. This year the group discussed and organized speakers, tours, best practices, equipment demonstrations, and presentations on subjects of interest.

Sheila McCartney, regional director, shared a slide with a summary of her duties. Sheila is one of 15 regional coordinators in the state. Sheila helps principals and teachers develop budgets, set up classes and programs of study, recruits and sponsors new teachers to teach CTE courses, assists them to get their teaching license, develops pilot programs with the Oregon Department of Education or other agencies and organizations, and does reporting to federal and state government for funding.

She shared a few stories on how MVEC sponsors individuals to teach courses. She connected a retired health provider with Stayton High School, which was interested in starting a health program. MVEC helped her get a teaching license, and she taught a health occupations course which led to the development of a health program. Sheila worked with a charter school in Lincoln County and a retired marine/environmental scientist. MVEC helped him get a teaching license; a marine science/drone technology program of study was developed; the teacher applied and received a \$427,000 grant; students were given the opportunity to use drones to get data on the wave generator and transmit it back to OSU; used drones to follow whale migration to send DNA back to NOVA; drones were used to make virtual tours of property for real estate companies; and a video was developed for tourism. Because of the flexibility of being a sponsor, MVEC has added 63 new teachers.

Also, last year Sheila worked with Megan Cogswell on a pre-apprenticeship program. It was approved by the Department of Education, and the pilot program is being offered at North Marion High School this year and next year it will be offered at Cascade, Willamina, Jefferson and Salem-Keizer.

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Debbie Johnson, financial analyst, shared some additional funding streams and grants including Perkins Basic and Perkins Reserve, CTE Salem/Keizer, and Delta Teacher Development. She noted the split has been 52 percent for post-secondary and 48 for secondary schools. Of that 52 percent Chemeketa received 95 percent of the funds and 5 percent went to Oregon Coast. However, starting next year, it will be a 50/50 split. Debbie reviewed her major job duties and shared examples of big equipment purchases through Perkins funds, including CNC plasma cutting system for manufacturing, drones for electronics, 3-D printers for drafting and welding equipment. The board thanked Ed, Sheila, and Debbie for their presentation.

A recess was taken at 5:10 pm.

II. A. EXECUTIVE SESSION

Executive Session was called to order at 5:36 pm in Building 2, Room 172, on the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(d) negotiations and (e) real property.

Members in Attendance: Ed Dodson; Betsy Earls (arrived at 5:45 pm); Jackie Franke; Ken Hector, Chair; Neva Hutchinson, Vice-Chair; Ron Pittman; and Diane Watson.

College Administrators in Attendance: Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; Johnny Mack, Executive Dean, Career and Technical Education (for Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus); and Greg Harris, Director, Marketing, Public Relations, and Student Recruitment. Guests: Andrew Bone, Holly Nelson, and Miriam Scharer.

Executive Session ended at 6 pm.

II. B. ADMINISTRATION UPDATES

The following updates were shared or discussed with the board: Winter board work session and budget committee orientation; visit to Mt. Angel District School Board meeting; board calendar preview; legislative update/legislator visits; Oregon President's Council update; Anesthesia Technology AAS program; ISS organization changes; accreditation visit April 4–5; and board agenda preview.

A recess was taken at 6:55 pm.

III. REGULAR SESSION

A. CALL TO ORDER

Ken Hector, Chair, reconvened the board meeting at 7:02 pm. The meeting was held in the Board Room, Building 2, Room 170, at the Salem Campus.

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B. PLEDGE OF ALLEGIANCE

Ken Hector led the group in the Pledge of Allegiance.

C. ROLL CALL

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

College Administrators in Attendance: Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; and Johnny Mack, Executive Dean, Career and Technical Education (for Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley).

Board Representatives in Attendance: Isaac Acosta, Associated Students of Chemeketa (ASC); Justus Ballard, Chemeketa Faculty Association; Terry Rohse, Chemeketa Classified Association; and Allison Stewart Hull, Chemeketa Exempt Association.

Board Chair Ken Hector welcomed David Hallett, Vice President of Governance and Administration, who replaced Andrew Bone who retired at the end of November.

D. COMMENTS FROM THE AUDIENCE

None

E. APPROVAL OF MINUTES

Ed Dodson moved and Betsy Earls seconded a motion to approve the minutes of December 20, 2017.

The motion CARRIED.

F. REPORTS

Reports from the Associations

Isaac Acosta, ASC executive coordinator, said his report stands as written with one addition. A student forum on the tuition increase will be held on February 14 (he later said it was February 15). A member of ASC will be the moderator.

Justus Ballard, Chemeketa Faculty Association, made one addition to the written report. The Faculty Association contributed \$500 for the Holiday Social.

Terry Rohse, Chemeketa Classified Association, stated the report stands as written. He reported last month that the Classified Association purchased 14 more food cards to add to the 15 they received. Terry noted those additional food cards were from donations from friends of the classified Association and the classified board members. The Emergency Fund that was established three years ago is still fully funded for classified staff in need.

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Allison Stewart Hull, Chemeketa Exempt Association, said the report stands as written.

Reports from the College Board of Education

Betsy Earls had no report.

Neva Hutchinson attended the Holiday Social, the welcome for David Hallett, and the Keizer Chamber Forum luncheon.

Diane Watson attended the Mt. Angel District School Board meeting, Keizer Chamber/Rotary annual luncheon, Keizer Chamber Forum luncheon, and the Senator Merkley and Representative Kurt Schrader Town Hall at Claggett Middle School in Keizer.

Jackie Franke attended the Holiday Social, a Mid-Willamette Valley Council of Government (COG) Executive Board meeting, Salem-Keizer Education Foundation Board meeting, and a Salem Council monthly meeting. Jackie met with Salem-Keizer school board member Kathy Goss.

Ron Pittman recognized Jackie Franke for being elected to the COG Executive Council.

Ed Dodson attended the welcome for David Hallett, faculty art exhibit, Oregon Community College Association (OCCA) Forum, and the OCCA Board meeting.

Ken Hector attended the Silver Falls Emergency Management Advisory Committee, a SEDCOR Forum luncheon, the Senator Merkley and Representative Kurt Schrader Town Hall, and he accompanied Julie for a meeting with Representative Mike Nearman.

Reports from the Administration

Johnny Mack shared four updates:

1. The Early Childhood Education Educator Development (ECEED) is a collaboration between Developmental Education, English Speakers of Other Languages (ESOL), Early Childhood Education, Career and Technical Education, and community partners. The first cohort started winter term 2017 in Salem with 26 students and will finish this winter 2018; the second cohort started winter 2018 at YVC and has 16 students.
2. Chemeketa Works is an industry-driven, grow-your-own, paid internship with ten industry partners. This project is in collaboration with Cooperative Work Experience (CWE), which will incorporate this new model into existing infrastructure.
3. The Wine Studies program competed in a San Francisco wine competition that had 7,000 entries. The 2013 Pinot Noir won a silver medal, and the 2016 Pinot Blanc won a bronze medal.
4. A number of volleyball athletes received awards from the American Volleyball Coaches Association (AVCA): Jane Cale, 2017 AVCA Two-Year College First Team All-American; Haley Paterson, Second Team All-American; Ialah Ochse, 3rd Team All-American; and Traci Stephenson, the AVCA Two-Year College Western Region Coach of the Year.

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G. INFORMATION

2018–2019 Proposed Budget Calendar

Miriam Scharer reported the board must adopt the Budget Calendar in advance of the budget process. The calendar lists critical dates and timelines. The first Budget Committee meeting is scheduled for Wednesday, April 11, at 6 pm, to present the budget; the second meeting is Wednesday, April 18, at 4:30 pm, for final discussion and approval; and an optional third meeting is scheduled on Wednesday, April 25, if needed. A public hearing will be held on May 16; and final adoption on June 20. The Budget Calendar will be brought back next month for action.

Proposed Student Tuition for 2018–2019

Miriam Scharer referred to two handouts in the board folder—the green sheet and the chart of 2017–2018 Oregon Community Colleges Tuition and Fees; on the reverse is the Oregon University System Tuition and Fees for public and private universities. The chart reflects current tuition and fees rates. The narrative on the green sheet details the college's financial position and rationale for the recommendation. Miriam reiterated as the college builds the budget projections, key factors are resources, expenditures, and tuition revenue. While the state allocation is known, there is fluctuation in Chemeketa's share due to the loss of enrollment, which has a direct impact on tuition revenue. Also, there will be additional expenditure increases due to rising employee costs in PERS and unfunded mandates. In order to maintain current service levels and offset increases in costs, the college proposed the following tuition increase:

- Tuition increase of \$3 per credit for a total of \$87 per credit
- Universal fee increase (credit) of \$3 per credit for a total of \$18 per credit
- Universal fee increase (noncredit) of 10 cents per billing hour for a total of 40 cents per billing hour
- Out-of-state and international tuition increase of \$6 for a total of \$252

A chart of the current rates, the proposed increase, and the proposed total is on the reverse side of the green sheet.

The total annualized in-district tuition and universal fee cost of 45 credits would be \$4,725 compared to the current \$4,455, which would still keep Chemeketa in the third lowest among the 17 community colleges based on current year rates. Chemeketa is usually the first college to make a tuition recommendation.

Julie Huckestein reported raising tuition is a difficult decision and is not taken lightly. It was discussed at length by Executive Team before making this recommendation to the board. When there was low state revenue, the college was fortunate to experience high tuition revenue. However, even though there is steady state revenue, the college has experienced enrollment declines resulting in a significant decrease in tuition revenue. The college

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recognizes the impact this has on students; however, in order to maintain the operations and provide quality services and programs to students, a tuition increase is necessary.

Discussion highlights:

- Jackie Franke asked why the college does not have a technology fee. Miriam replied Chemeketa's universal fee includes a technology fee.
- Ed Dodson said the board does not like tuition increases; however, Chemeketa had no tuition increase for four years. He asked Isaac if raising tuition \$1–\$2 a year would be more preferable than a large increase during a random year.
- Betsy Earls said the \$6 increase worries her and that smaller, gradual increases each year might have been a better strategy.
- Isaac Acosta said the \$6 increase will come as a shock to many students, but it will be important to communicate why the increase and that tuition was not increased four years in a row. In his opinion, it would be better to do small increases each year instead of a big increase. He will make sure the moderator asks this question at the student forum.
- Diane Watson was amazed that Chemeketa had been able to keep tuition the same for four years. In looking at the annualized tuition, Chemeketa's rate with the \$6 increase is \$4,725. The statewide average among 17 community colleges is \$5,169 and with the highest being \$5,963, it is most likely that Chemeketa will still be in the lower range. Diane does not like to raise tuition, but understands the need in order to maintain quality instruction and provide necessary student support services.
- Ken Hector requested an updated chart of tuition and fees as soon as the other colleges have set their rates. Miriam said the other colleges will be making tuition recommendations between now and June and will bring back a revised chart to the board.

Board action will be requested at the February board meeting.

Strategic Plan

Julie Peters, director of Planning and Lean Development, referred to the Strategic Plan in the board folder. She explained the format change from last year and how it relates to the placemat. Last year there were 52 initiatives and it was difficult to identify the scope, magnitude, and importance of each initiative to the college at large. This new format is more readable, it identifies and applies focus on four key initiatives under each core theme, and it will be easier to communicate and track progress on the most important work for this year.

Julie reviewed the structure and format of the Strategic Plan. It includes an overview (why we do what we do) of the vision, mission, values, and core themes and the objectives of each core theme. The four core themes have been broken down into seven categories—

1. Strategic Initiatives – Description of initiative
2. Activity Timeline – When work will actively take place in the seven-year timeframe
3. Related Operational Initiatives – A crosswalk between last year's plan and this year's plan; may include additional initiatives from last year that relate to the Strategic Initiative
4. 2017–2018 Planned Activities – Major activities that relate to the Strategic Initiative

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5. 2017–2018 Milestone – What will be accomplished by the end of June
6. Operational Initiatives – Other institutional initiatives that rolled over from last year that are not tied to a core theme but will have continued activity
7. Completed Initiatives – Initiatives that have been completed since the seven-year cycle began

Julie Peters referred to the placemat that was in the board folder. This is a condensed version of the Strategic Plan and is a great way to communicate and see at-a-glance the work of the college. Side 1 lists the four core themes with the four key Strategic Initiatives under each for a total of 16 Strategic Initiatives. The description, planned activities, and annual milestones are also listed. On the reverse side are the objectives and measures for the Strategic Initiatives broken down by 3–6 objectives, a number of high-level measures to track progress and identify status of each objectives of the core themes, status as of 2016–2017, and a 2022 target, which is the end of the seven-year accreditation and strategic planning cycle. Julie noted some of the targets are aspirational. The accreditation process is all about the journey and continuous improvement in meeting and tracking progress towards the objectives and measures rather than focusing achieving a specific target.

Ron Pittman asked what does NA mean under the 2016–2017 column. Julie said it means there is not current data yet. Either the work has not begun, is in progress, or not completed. Julie Huckestein said there will be more time for in-depth discussion at next Wednesday's Board Work Session. Julie Peters was thanked for her presentation and her work on the Strategic Plan and the placemat.

Anesthesia Technology Associate of Applied Science Degree

Sandi Kellogg, dean of Health Services, reported a new Anesthesia Technology Associate of Applied Science degree is proposed based on community and employer needs. An anesthesia technician works alongside the anesthesiologist and/or nurse anesthetist, prepares the room, equipment, verifies medications, and at the end of the procedure, gets the room ready for the next patient. Currently, there are only ten anesthesia technology programs in the United States, only two on the west coast—in Renton, Washington, and Pasadena, California. This is an up and coming profession that has positive growth; wages would be around \$50,000 per year. Pending the approval processes, the hope is to offer this program in the fall or winter.

Ed Dodson noted the list of prerequisite courses and asked if students would be required to take them before they start the program. Sandi said that since the program is on a fast track, the first cohort would need to fit in the prerequisites with the regular coursework. The program is very rigorous and is comparable to the nursing program. In the future, it will be a limited enrollment program, with an application process, and students would have to take the prerequisites before they can apply.

H. STANDARD REPORTS

Personnel Report

David Hallett said the report stands as written.

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Budget Status Report

Miriam Scharer referred to the Statement of Resources and Expenditures as of December 31, 2017. Property Taxes is up slightly from last year and the Tuition and Fees reflect revenue before the start of winter term. There was nothing significant to report in the Budget Status Report. Interest rates are slightly up in the Status of Investments report.

The Quarterly Update of Other Funds was included in this month's report. This report itemizes other resources and obligations in both revenue-based and budget-based accounts. The Athletics fund obligations includes the first half of a \$300,000 contribution that Athletics is making towards the athletics complex/softball field. The second half will be transferred out when the complex is completed. In Student Financial Aid, there is a 10 percent reduction in financial aid that has been disbursed due to the decrease in financial aid applications. However, again, this is prior to the winter term disbursements so it only reflects summer and fall terms.

Neva Hutchinson questioned the Regional Library numbers and if the funding is enough for the remainder of the year. Miriam Scharer will research and report back.

Capital Projects Report

Rory Alvarez said the report stands as written. Rory said equipment is on the softball field and work has started. The anticipated completion date is April or May depending on weather conditions.

College Advancement Report October 2017–December 2017

David Hallett reported grant activities lists the grants submitted, pending, and awarded with the awarded grants amounting to \$350,199. David drew attention to the upcoming STARS Receptions scheduled for April 27, at the Broadway Commons in Salem from 3:30–5 pm and May 11, at YVC in McMinnville from 3:30–5 pm.

Recognition Report

Julie Huckestein acknowledged all the employees in the written report.

J. ACTION

Ed Dodson moved and Ron Pittman seconded a motion to approve action item Nos. 1–5:

1. Approval of College Policies #3150, Exempt Supervisory Employees: Definition; #6220, Surplus Property; #6240, Inventory; and #6410, Legal Services
2. Approval of Academic Calendar for 2018–2019
3. Approval of 2017–2018 Faculty Sabbatical Leave Recommendation One-Term Spring 2018
4. Acceptance of Program Donations October 1, 2017 through December 31, 2017
5. Approval of Grants Awarded October 2017–December 2017

The motion CARRIED.

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K. APPENDICES

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

L. FUTURE AGENDA ITEMS

None were heard.

M. BOARD OPERATIONS

None were heard.

N. ADJOURNMENT

The meeting adjourned at 8:10 pm.

Respectfully submitted,

Jeannie Odle

Board Secretary

Edward L. Jackson

Board Representative

Julie Huckestein

President/Chief Executive Officer

2/24/18

Date

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**MINUTES OF BOARD WORK SESSION/
BUDGET COMMITTEE ORIENTATION**

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

January 24, 2018

The Board Work Session was held at the Salem Campus in Building 48, Room 201, at the Winema Meeting Center, 4001 Winema Place.

Members in Attendance: Ed Dodson; Jackie Franke; and Ken Hector, Chair.

Absent: Betsy Earls; Neva Hutchinson, Vice-Chair; Ron Pittman; and Diane Watson.

College Administrators in Attendance: Julie Huckestein, President/CEO; David Hallett, Vice President, Governance and Administration; and Jeannie Odle, Board Secretary.

Guests: Fauzi Naas, Director, Institutional Research; Gary West, project coordinator, Planning and Lean Development.

Board members met together for the first 45 minutes to do their quarterly guiding principles assessment. Board members who were not able to attend today will be asked to complete the quarterly assessment form and return to Jeannie or bring to the February meeting. College staff joined the board at 9:30 am.

Strategic Plan/Placemat

Gary West displayed the Strategic Plan on the big screen. Julie Peters did a detailed review of the Strategic Plan at the board meeting last week. Gary briefly reviewed the new format of the plan which identifies and applies focus on the four key strategic initiatives under each core theme (16 total). It is also more readable and easier to communicate and track progress on the most important work for the year.

Referring to the placemat in the notebook, Gary briefly reviewed the format and explained the categories. Fauzi Naas noted this format is taking an institutional level look at the top strategic initiatives and identifying objectives and tying those objectives to measures, all aligned with the core themes. Fauzi noted there are over 189 pages of indicators and hopes to thin it down with this new approach. Gary added that the placemat does a great job of highlighting the big work of the college and since the placemat has been published and shared at meetings, faculty and staff are paying attention and having good conversation about the initiatives.

There was discussion on a number of strategic initiatives and measures. Some suggestions and/or follow-up were noted.

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Budget Committee Orientation
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Community Collaborations, Objective C

- Tracking graduates is difficult, but is very important. Intentionally communicate with students who graduate by creating a survey to collect their contact information and track their employment; offer an incentive to those who reply (e.g., a laptop)
- Fauzi said the state or an external agency could do this at a cost. It was suggested that Fauzi send a test group of names to the state to see what data they can provide

Academic Quality, Objective A

- Once a target is set and met, continue to track informally to ensure students maintain the level

There was discussion on the Associate of Arts Oregon Transfer (AAOT) and Associate of General Science (AGS) degrees, which were set up initially to be transferable to universities. However, credit transfer was dependent on the university and community college and the majority only accepted the courses as electives. The transfer bill will hopefully address this issue. In the meantime, the college has a number of articulation agreements in place with universities (e.g. WOU, PSU).

Voluntary Framework of Accountability (VFA) Outcomes Report

Fauzi distributed and reviewed a copy of the Voluntary Framework of Accountability (VFA) Student Progress and Outcomes (SPO). This is a national accountability system created for community colleges. The VFA is comparable to Integrated Postsecondary Education Data Survey (IPEDS) which is tailored for higher education. The main difference is the VFA is based on a six-year tracking window and IPEDS is a three-year window. The three cohorts were for main (fall term entering, first-time at Chemeketa, credit students, 3,891), credential (earned 18 credits by the end of two years, 2,724) and first-time college students (fall term entering, first time in any college, 1,944). The data shared was for a six-year cohort (fall term 2010), a two-year cohort (fall term 2014) and for Developmental Education students. Fauzi to check on the bar graph on Development Outcomes across Subjects by Cohort Type. The English bar graph is the same percentage in each category.

Guided Pathways

David Hallett referred and briefly reviewed the Guided Pathways handouts in the notebook. He noted college students are more likely to complete a degree in a timely fashion if they identify a path that meets their goals, have a clear map of the courses they need to take, and receive guidance and support to help them stay on path. The four essential pillars for the college is to clarify paths to student goals, help students choose and enter the pathway, help students stay on path, and ensure students are learning.

Colleges must complete a two-part application to be considered for the first cohort (4–5 colleges to be selected). The application is due on February 1. David referred to the self-assessment document, which evaluates where the college is and if it is ready to take on the task of implementing guided pathways. The third slide in the PowerPoint handout from the

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November 30, 2017, OCCA Board meeting had a project timeline. A decision on which colleges will be in the next cohort should be made by mid-April. The new cohort will then send a team to a two-day Guided Pathways Institute on May 10–11. Work in Year 1 will be to identify meta majors and programs within those majors; Year 2 will be to develop the role of advisors as coaches. Ken asked if the board could see a copy of the Guided Pathways application in February. Julie said that should be doable.

Budget Update

Julie Huckestein reported, as mentioned in her all-staff winter term update email, since the college is losing enrollment at a greater rate than other Oregon community colleges, Chemeketa's share of the state allocation will be reduced by \$1 million this biennium (2017–2019). Tuition revenue for this year is down compared to the budgeted amount of a 2 percent decline; enrollment was down 6 percent in fall term. As a result, Exec Team will be scrutinizing every position opening, looking at cost reductions in materials and services, and making significant changes in 2019–2020. Julie will send an email to board members who were not in attendance today, and will include board members who were in attendance.

EMSI Report

EMSI reports were done for all Oregon community colleges. Julie briefly reviewed the fact sheet and executive summary for Chemeketa Community College in the notebook; a 68-page report is available if board members would like to see the full report. Jackie Franke said if this is shared with others, it would be nice if it said the report was created by an independent company.

Aspen Application

A copy of the Aspen application was included in the notebook. It is a ten-year story of how the college addressed student success. Selection of the final ten colleges will be announced in April or May.

A break was taken at 12 noon for lunch with the Budget Committee members, followed by the afternoon Budget Overview session. The meeting reconvened at 12:35 pm.

Budget Committee Members in Attendance: Ray Beaty, Ed Dodson, Jackie Franke, Ken Hector, Ruth Hewett, Barbara Nelson, and Joe Van Meter.

Absent: Betsy Earls, Gustavo Gutierrez-Gomez, Neva Hutchinson, Don Patten, Ron Pittman, Mike Stewart, and Diane Watson.

Guests: Rich McDonald, Director, Business and Finance; and Miriam Scharer, Associate Vice President, CSSD/Financial Management.

Introductions were made.

Minutes
February 21, 2018

Minutes of Board Work Session/
Budget Committee Orientation
January 24, 2018
Page 4

Budget Process Overview

Copies of the 2016–2017 Audit Report were distributed to budget committee members, and Miriam Scharer, associate vice president of Financial Management, highlighted a few sections of interest and noted that it was a clean audit with no findings.

Miriam referred to the Budget Process Overview handouts. She briefly reviewed the 2018–2019 Budget Calendar and noted the first budget meeting is on April 11, at 6 pm; the second budget meeting is on April 18, at 4:30 pm; and the optional budget meeting date is April 25.

The format of the Budget Principles and Financial Environment for the 2018–2019 Fiscal Year has changed slightly with the college mission, vision, values, and core themes listed in the beginning followed by the Financial Environment, which is broken down by Resources and Expenses. Miriam reviewed the factors under each. She noted the legislature has appropriated \$570 million to community colleges for the biennium, which was a 3.7 percent increase over the previous biennium.

The Proposed Student Tuition for 2017–2018 was shared publicly with the board last Wednesday, and a copy of the report was reviewed. In order to maintain current service levels and offset increases in costs, the college proposed the following tuition increase:

- Tuition increase of \$3 per credit for a total of \$87 per credit
- Universal fee increase (credit) of \$3 per credit for a total of \$18 per credit
- Universal fee increase (noncredit) of 10 cents per billing hour for a total of 40 cents per billing hour
- Out-of-state and international tuition increase of \$6 for a total of \$252

Chemeketa is the first college to make a tuition recommendation. It is anticipated that the other Oregon community colleges will raise tuition; however, even with this increase, the college most likely will still be in the lower third. A student forum on tuition will be held on February 15, at 1 pm in the Student Center.

Lastly, Miriam shared an update on negotiations. The faculty contract expired on June 30, 2017. The negotiation teams have been meeting and are close to reaching tentative agreements on all articles, economic and non-economic. The classified association is in the second year of the contract and has requested a reopener to look at equalizing the salary schedule.

Rich McDonald, director of Budget and Finance, referred to the Budget Process Overview packet of information that contained general financial planning and practices of the college. He briefly reviewed the general fund, ending fund balance, operating funds, other funds, revenue, expenditures, definition of funds, and a list of policies related to finance and budget.

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February 21, 2018

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Budget Committee Orientation
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PERS Update

Rich McDonald distributed a packet of information which covered PERS Valuation. It covered funded status and unfunded actuarial liability (UAL); Chemeketa's contribution rates; unfunded liability by employee status; Governor's Task Force final report; Governor's PERS Plan; and the plan to manage the impact to Chemeketa.

Federal and State Update

Julie Huckestein reported the short session starts in February and community colleges will be meeting with legislators for a \$32 million ask to mitigate tuition increases and to clarify an error in double counting property taxes which shorted the amount to community colleges.

At the state level, work has begun on HB 2998, the transfer bill, which will provide no loss of credits when community college students transfer to a public university.

On the federal side, Julie referred to the National Legislative Summit (NLS) 2018 Community College Priorities handout in the notebook/folder which has a summary of federal legislative priorities. The college relies on the federal government for financial aid and federal grants for TRiO, CAMP, HEP, and Pell grants; however, there may be some changes to legislation that may affect these programs. Julie drew attention to the Perkins Career and Technical Education Reauthorization, opposition to risk sharing and loans, and the DREAM Act and DACA.

Adjournment

Meeting adjourned at 2:10 pm.

Respectfully submitted,

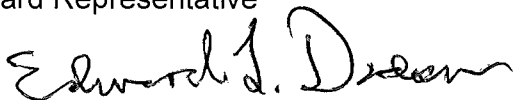


Board Secretary



President/Chief Executive Officer

Board Representative



Date

2/21/18

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Isaac Acosta, ASC Executive Coordinator

ASC PAST EVENTS

Night Strike

- Night Strike is coordinated by Sara Vega Flores (Community Engagement Coordinator) and Jerry Clark. Volunteers met on February 8, in Building 2, Room 178, at 5 pm and ate lunch before leaving for the Portland area to provide different needs for the homeless.

Student Club Officer Training and Council of Clubs

- These two events were combined and occurred on February 2, from 12:30–4:30 pm. Club representatives met with the Student Club Coordinator for an orientation for new clubs and the training of club officers.

Blood Drive

- The Blood Drive was February 7–8, and was coordinated by Sara Vega. The blood drive was held in Building 8, Room 201.

Washington/Oregon Higher Education Sustainability Conference

- The Sustainability Conference was in Portland, Oregon at Portland State University from February 6–8, where Sustainability Coordinator, Christina Flinn and Community Service Coordinator, Sara Vega attended to obtain information on how to make the Chemeketa Campus more sustainable along with additional community service opportunities.

Student Tuition Forum

- The Student Tuition Forum was held on February 15, from 11 am–2 pm in the Building 2 Student Center. Students were able to ask questions relating to the 2018–2019 Tuition Increase, and administrators were able to provide transparency for the current budget situation.

ASC FUTURE EVENTS

Food for Thought

- On March 1, from 12–2 pm in the Student Center in Building 2, the Food for Thought topic of Net Neutrality will be presented to the students of Chemeketa. Lunch will be provided for students that attend to listen to a presentation on what Net Neutrality means for all of us.

MULTICULTURAL STUDENT SERVICES (MSS)

MSS PAST EVENTS

MLK “Hunger at Chemeketa” Event

- On January 25, the MLK event presented the realities of food insecurities facing the Chemeketa campus community, and what the college is doing to help. The event was well attended by students, community members, and staff; guest performer Ron Jones presented a skit adapted from the Poor People Campaign, led by Dr. Martin Luther King at the time of his death.

Alcohol and Drug Awareness Event

- On February 7, Multicultural Student Services collaborated with Human Services, Student Accessibility Services, and the President’s Office to provide information and spread awareness concerning alcohol and drug use. The event also featured guest speaker Susan McLaughlin from the Marion County Health Agency.

MSS CURRENT EVENTS

Study Nights

- MSS provides study nights every Monday, Tuesday, and Wednesday from 5–8 pm in Building 2, Multicultural Center, where students can seek help in writing and math while enjoying refreshments.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Justus Ballard, President—Chemeketa Faculty Association

REPORT FROM THE OEA–CCC WINTER TERM MEETING

The Community College Council of the Oregon Education Association held its winter meeting on February 2 and 3.

There was heartening news about the ongoing work to create unified statewide transfer agreements. Workgroups comprised of faculty members and administrators from universities and community colleges have been making progress, and, at least from the perspective of the two members of the workgroup who were present at the meeting, there has been much less resistance and much more agreement than they had anticipated.

One benefit of these workgroups (and this transfer initiative) is that it is increasing communication between university and community college faculty. There was general agreement that it is a good idea for each school (whether university or college) to send representatives to all meetings concerning the transfer agreements to continue that communication.

There was also a legislative update focused on bills of interest to the OEA and community colleges.

One bill worth highlighting is SB 1563. This would allow community colleges to provide scholarships and other financial aid to students who are not citizens or lawful permanent residents, and also exempt those students from paying nonresident tuition.

These are not new rights or benefits for these students; this bill merely allows the status quo to continue by removing the requirement that says these students have to apply to the federal government for an official federal identification document.

In short, the state is attempting to protect Oregon students from the federal government.

CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

Terry Rohse, President—Chemeketa Community College Classified Employees Association
Mary Schroeder, External Vice-President—Chemeketa Community College Classified
Employees Association

Gail Williams Pickett, Director of Public Relations—Chemeketa Community College
Classified Employees Association

GUESS WHO CAME TO (WELCOME NEW MEMBERS) LUNCH?

Approximately forty classified members made the trek to the wilds of Building 20, on January 24, for a lunch to welcome members new to the college since October. Members recognized included:

Renee Jaime, Human Resources; Elijah “Eli” Warren, Counseling and Student Support Services; Mariela “Ariel” Salgado, Curriculum, Instruction and Accreditation; Ashley Taylor, Facilities and Operations; Sarah Viscuso, Library and Learning Resources; Carlos Zuleta, Library and Learning Resources; Matthew Dudek, Tutoring Services; Jacob Begin, Public Safety; Maira Garcia, Accelerated Learning/High School Partnerships; Ana Arrendondo-Franco, College Access Programs; and Brian McCartney, Information Technology.

NEW TO THE COLLEGE

- Public Safety has a new officer 1, Jacob Begin, who joined the department on January 22, 2018.
- Dulce Martinez is the new 11-month department technician I for High School Partnerships as of February 1, 2018.
- Jennifer Badzinski, department technician II, joined Chemeketa Cooperative Regional Library Service on February 20, 2018.

CHANGING PLACES AND POSITIONS

- C “Jason” Bellerive, Facilities and Operations, was promoted from maintenance/trades tech I to II as of December 18, 2017.
- Congratulations to Kristine Medyanik, who left the classified unit in January 2018, but not eLearning and Academic Technology. Kristine is the new exempt coordinator of Opportunity Center functions pertaining to faculty training and professional development opportunities.

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February 21, 2018

- On February 9, 2018, Santiago Lopez, recently of Enrollment Services, became a student services specialist for the Student Opportunity for Achieving Results Program (SOAR). Reflecting on this move, Santiago told Enrollment Services co-workers, "This is both a happy and sad moment for me in my career, as I will miss each and every one of you. I am super excited to help individuals who come from a similar background as me. Educating, training and empowering others with the tools I have learned throughout my life experiences to be successful has always been a passion of mine."
- Virginia "Ginny" Gardiner, formerly a student services specialist in Placement Testing, is the new technology analyst for Advising and First Year Programs as of February 12, 2018.

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Lynn Irvin, Secretary—Chemeketa Community College Exempt Association
Allison Stewart Hull, President—Chemeketa Community College Exempt Association

WINTER 2017 EXEMPT ASSOCIATION MEETING

- The exempt association is planning a winter term association meeting on March 14, after the Admin Team meeting. Lunch will be served along with updates on current initiatives around professional development and student scholarships.

EXEMPT ASSOCIATION EXECUTIVE BOARD MEETING

- The next Exempt Association executive board meeting will be scheduled in February.

EXEMPT ASSOCIATION MEMBER UPDATES

- Mike Morrelli and Lynn Irvin are Exempt Association members being honored for 20 years of service with the college
- Rebecca Bolante and Dee Dixon are Exempt Association members being honored for 15 years of service with the college
- Angela Archer, Jessica Stahl and Kathleen Silva are new exempt association members
- Congratulations to Don Brase for being selected as the new Executive Dean, General Education and Transfer Studies

**COLLEGE POLICIES #2280—ACCESS TO COLLEGE PROPERTY;
#2410—COLLEGE SAFETY AND SECURITY; AND
#6210—PURCHASING AND EXPENDITURES**

Prepared by

Rebecca Hillyer, General Counsel
Julie Huckestein, President/Chief Executive Officer

POLICY #2280—ACCESS TO COLLEGE PROPERTY

This policy was last reviewed by the board in January 2016. The underlined information was added to add clarity to the policy and connect it to the college's mission statement.

POLICY #2410—COLLEGE SAFETY AND SECURITY

This policy was last reviewed by the board in January 2016. This policy has several grammar edits. Additionally, the phrase "civil unrest" was added to the first paragraph to reflect current events happening on other college campuses. In the second paragraph the phrase "and developing safety plans for college events" was added to ensure college safety and the costs associated with it, are considered when scheduling events at Chemeketa.

POLICY #6210—PURCHASING AND EXPENDITURES

This policy was last reviewed by the board in April 2015. There are no recommended edits to this policy.

The proposed changes are underlined and the former language has been stricken with lines through the text. The President's Advisory Council has reviewed the attached policies and recommends them for adoption by the College Board of Education at the March board meeting.

Administrative Series—2000

ACCESS TO COLLEGE PROPERTY

The presence of persons on Chemeketa Community College owned and/or controlled property may be restricted to provide for the safety of users, the security of college facilities, and to provide an environment that fosters learning in accordance with the college's mission.

During business hours, the college will be open to students, employees, and members of the general public. During non-business hours, designated college employees may access to the college buildings ~~is~~ by key or by access cards at limited locations. All access cards or keys are issued through Public Safety. Authorization for access cards and keys requires a college administrator's signature and Public Safety approval.

November 14, 2001

Adopted College Board of Education

March 15, 2006; July 26, 2006; April 21, 2010;
September 19, 2012; January 20, 2016

Revised College Board of Education

Administrative Series—2000

COLLEGE SAFETY AND SECURITY

The safety of students, employees, and visitors, as well as the security of facilities, is a major consideration in the operations of Chemeketa Community College. Every reasonable effort will be made to eliminate or mitigate causes of accidents, fire exposures, ~~and~~ occupational hazards, and civil unrest associated with college activities.

To accomplish this, the college will follow reasonable safety practices; such as providing necessary safeguards, fostering a safe educational and working environment, ~~and~~ providing emergency preparedness and response, and developing safety plans for college events. Students, employees, and visitors are encouraged to report safety and security matters to Public Safety, Facilities and Operations, Safety Committee, or other administrative offices as deemed appropriate.

Chemeketa does not have residential housing for its students.

July 17, 1985

Adopted College Board of Education

March 15, 2006; June 30, 2010;

September 19, 2012; January 20, 2016

Revised College Board of Education

Business Operations Series—6000

PURCHASING AND EXPENDITURES

Purchasing and Authority

Chemeketa Community College shall establish procedures for and conduct public contracting operations that comply with Oregon Revised Statutes, Oregon Administrative Rules, college rules of procedure,¹ and applicable case law.

Private Benefit

Public contracting conducted by or for the college shall not be used for the acquisition of materials and services for private benefit.

Expenditures

No obligation may be incurred by College Board of Education members, employees, or authorized agents unless it has been authorized in the budget per Oregon Revised Statute² or approved by the College Board of Education.

Contract Review Board

Chemeketa Community College's Board of Education acts as the college's local contract review board.³

July 17, 1985

Adopted College Board of Education

June 26, 1996; February 23, 2005; September 20, 2006;

September 15, 2010; October 13, 2010; April 15, 2015

Revised College Board of Education

¹ ORS 279A.065

² ORS 294.338

³ ORS 279A.060

PERSONNEL REPORT

Prepared by

Alice Sprague, Director—Human Resources
David J. Hallett, Vice President—Governance and Administration

NEW HIRES AND NEW POSITIONS

Jacob K. Begin, Public Safety Officer I—Public Safety, College Support Services Division, replacement, 100 percent, 12-month assignment, Range B-2, Step 3.

Natalia Erofeeff, Instructional Technician—Emergency Services, Career and Technical Education Division, limited duration replacement, 100 percent, 12-month assignment, Range B-2, Step 1.

Roxanna Glang, Instructor-Psychology—Liberal Arts and Social Sciences, General Education and Transfer Studies Division, temporary replacement, 100 percent, 180 duty-day annualized assignment, Range F-9, Step 5.

Dulce K. Martinez, Department Technician I-11 month—High School Partnerships, Academic Progress and Regional Education Services Division, replacement, 100 percent, 11-month assignment, Range B-1, Step 1.

Cheila O. Ramirez-Trevino, Instructor-English as a Second Language—Woodburn Center, Academic Progress and Regional Education Services Division, replacement, 100 percent, 180 duty-day annualized assignment, Range F-9, Step 4.

Doug P. Rogers, Instructor-Automotive—Applied Technologies, Career and Technical Education Division, replacement, 100 percent, 180 duty-day annualized assignment, Range F-9, Step 10.

Jared M. Short, Instructor-Communication—Liberal Arts and Social Sciences, General Education and Transfer Studies Division, temporary replacement, 100 percent, 180 duty-day annualized assignment, Range F-9, Step 4.

Kathleen Y. Silva, Manager-Safety and Risk Management—Risk Management and Emergency Management, College Support Services Division, replacement, 100 percent, 12-month assignment, Range C-4, Step 4.

POSITION CHANGES

Donald “Don” L. Brase, Executive Dean-General Education and Transfer Studies, Instruction and Student Services Division, replacement, 100 percent, from Dean—Liberal Arts and Social Sciences, General Education and Transfer Studies Division.

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Santiago Lopez, Jr, Student Services Specialist—Corrections Education, General Education and Transfer Studies Division, replacement, 100 percent, Range B-3, Step 2, from Student Services Technician—Enrollment Services, Student Development and Learning Resources Division.

RETIREMENTS:

Sherie L. Ball, Department Technician II—Applied Technologies, Career and Technical Education Division, effective February 28, 2018.

Teresa “Terri” A. Landau, Financial Services Technician II—Business Services, College Support Services Division, effective March 31, 2018.

SEPARATIONS

Brian E. Charapata, Technology Analyst I—Information Technology, College Support Services Division, effective January 9, 2018.

Suzanne M. Monson, Department Technician II—Agricultural Sciences and Wines Studies, Academic Progress and Regional Education Services Division, effective January 31, 2018.

BUDGET STATUS REPORT

Prepared by

Katie Bunch, Director—Business Services
Rich McDonald, Director—Budget and Finance
Miriam Scharer, Associate Vice President—CSSD/Financial Management
Julie Huckestein, President/Chief Executive Officer

The financial reports of the general fund and investments for January 31, 2018, 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, 2018

Chemeketa Community College
Statement of Resources and Expenditures
As of January 31, 2018

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
Resources:				
Property Taxes	20,690,000	19,901,572	96.19%	(788,428)
Tuition and Fees	20,950,000	14,636,721	69.87%	(6,313,279)
State Appropriations - Current	31,080,000	32,464,237	104.45%	1,384,237
Indirect Recovery	1,910,000	915,737	47.94%	(994,263)
Interest	230,000	220,360	95.81%	(9,640)
Miscellaneous Revenue	180,000	259,737	144.30%	79,737
Transfers In	500,000	-	0.00%	(500,000)
Fund Balance	8,800,000	9,039,874	102.73%	239,874
Total Resources	84,340,000	77,438,238	91.82%	(6,901,762)
Expenditures:				
Instruction	32,862,057	16,914,095	51.47%	15,947,962
Instructional Support	11,614,740	6,470,252	55.71%	5,144,488
Student Services	7,434,957	4,107,989	55.25%	3,326,968
College Support Services	15,668,307	8,809,037	56.22%	6,859,270
Plant Operation and Maintenance	6,609,939	3,515,805	53.19%	3,094,134
Transfers and Contingency	8,650,000	3,052,926	35.29%	5,597,074
Total Expenditures	82,840,000	42,870,104	51.75%	39,969,896
Unappropriated Ending Fund Balance	1,500,000			

Chemeketa Community College
Budget Status Report
As of January 31, 2018

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	7,851,586.00	4,369,037.70	3,097,459.30	385,089.00
6120	Classified Salaries	11,362,258.00	6,455,054.04	4,524,638.85	382,565.11
6124	Part-Time Hourly & Student Wages	1,286,540.00	690,034.11	-	596,505.89
6130	Faculty Salaries	15,303,163.00	7,991,550.16	6,211,086.51	1,100,526.33
6132	Part-Time Faculty	6,398,018.00	3,441,328.89	1,076,559.44	1,880,129.67
6510	Fixed Fringe Benefits	9,264,751.00	5,059,911.69	-	4,204,839.31
6511	Variable Fringe Benefits	12,765,702.00	6,599,074.50	-	6,166,627.50
6512	Other Fringe Benefits	380,000.00	204,433.00	-	175,567.00
Subtotal Personnel Services		64,612,018.00	34,810,424.09	14,909,744.10	14,891,849.81
					53.88%
Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,853,689.00	600,675.22	-	1,253,013.78
720	Equipment \$500-\$4,999	264,725.00	81,302.52	-	183,422.48
7300	Legal Services	115,094.00	15,804.90	41,475.00	57,814.10
7310	Insurance	619,080.00	492,804.18	-	126,275.82
7320	Maintenance	536,145.00	286,094.07	33,674.59	216,376.34
7330	Communications	893,431.00	457,527.59	-	435,903.41
7340	Space Costs	1,847,852.00	768,491.19	24,160.00	1,055,200.81
7350	Staff Development	112,617.00	109,337.48	-	3,279.52
7360	Travel	349,457.00	158,946.21	-	190,510.79
7370	Other Services	2,827,490.00	1,920,129.82	165,185.37	742,174.81
7550	Capital Outlay	158,402.00	115,640.94	-	42,761.06
8150	Transfers Out	4,900,000.00	3,052,926.12	-	1,847,073.88
8500	Contingency	3,750,000.00	-	-	3,750,000.00
Subtotal Non-Personnel Services		18,227,982.00	8,059,680.24	264,494.96	9,903,806.80
					44.22%
Report Totals		82,840,000.00	42,870,104.33	15,174,239.06	24,795,656.61
					51.75%

STATUS OF INVESTMENTS AS OF JANUARY 31, 2018

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 1/31/2018</u>
Oregon Short-Term Fund - General	1/31/2018	On demand	\$32,863,152.37	1.74%
Oregon Short-Term Fund - Capital	1/31/2018	On demand	\$ 9,697,364.46	1.74%

13 week Treasuries 1.44% as of 1/31/2018

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

PURCHASING REPORT

Prepared by

Gail Williams Pickett, Contract Management Analyst
Miriam Scharer, Associate Vice President—CSSD/Financial Management
Julie Huckestein, President/Chief Executive Officer

FINANCIAL AUDIT SERVICES

A Request for Proposal for Financial Audit Services will be advertised on February 22, 2018, in the *Daily Journal of Commerce*, on the college's Procurement Services Website, and on the State of Oregon Procurement Information Network (ORPIN). A recommendation for contract award will be made to the College Board of Education at its April meeting.

CAPITAL PROJECTS REPORT

Prepared by

Rory Alvarez, Interim Director—Facilities and Operations
Tim Rogers, Associate Vice President/Chief Information Officer
Julie Huckestein, President/Chief Executive Officer

PLANNING AND PRE-PLANNING CAPITAL PROJECTS:

- Request for Qualifications (RFQ) for Ag Complex
Architects submitted for review by the selection committee.

PROJECTS UNDER CONSTRUCTION

- Salem Campus Athletics Field
To date, the contractor has completed a majority of both the irrigation and storm drain systems. Overall, the project is ahead of schedule due to unusually mild winter working conditions.
- Yamhill Valley Campus, Building 4, Oregon Kidney and Hypertension Clinic Expansion and Tenant Improvement
This project is also referred to as the “Nephrology Remodel.”
 - Wall framing cover inspection approved
 - Plumbing cover inspection approved
 - Electrical cover inspection approved
 - Fire sprinkler rough-in complete
 - Fire alarm rough-in complete
 - Low voltage wiring rough-in complete
 - Drywall installation complete
 - Drywall taping in progressThis project is on schedule with an anticipated completion date of early March.

See Appendix–2; Campus Map pages 65–66.

CHEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICE REPORT

Prepared by

John Goodyear, Executive Director—Chemeketa Cooperative Regional Library Service
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

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

COUNCIL ACTIVITIES

CCRLS Advisory Council met November 8 and January 10 at the Salem Public Library to review reports and budget. The budget for FY 2018–2019 was approved at the January meeting.

PYM LIBRARIANS' ACTIVITIES

Polk, Yamhill, and Marion (PYM) Library Directors met November 3, at Stayton Public Library; on December 1, at Salem Public Library; and January 5, at Monmouth Public Library. Preparation of the budget precluded efforts toward minimum standards for existing members. Jackie Mills came on as director of Mt. Angel Public Library, Marcia Robbins joins as director of the Amity Public Library, and Christy Davis became director of Silver Falls Library District. Fall City has announced a closure date of August 31, 2018, for the Wagner Community Library. This timing will allow them to complete their summer reading program. CCRLS is working with them on the process to shut down and end their membership. On a positive note, their patrons will remain in the system as basic patrons with service available from the Dallas Public Library.

CCRLS ADMINISTRATIVE OFFICE

CCRLS suffered the resignations of Paul Lightcap and Trina Butler in the fall. CCRLS has been working on replacements for both. Thankfully, both offered to work part-time to help keep up with their areas.

AUTOMATION

Following the completion of the Radio-Frequency Identification (RFID) project, and the complete inventory of library materials, CCRLS has been working to obtain portable RFID shelf readers that will scan books on the shelves. This will allow the libraries to perform perpetual inventories to locate miss-shelved, missing, lost, and incorrectly checked-in items. The hope is that this will keep the catalog much cleaner and save library staff much work checking the shelves with printed lists. CCRLS eagerly anticipates the long awaited delivery of the new mobile app. All who have previewed it are very excited by the features it will make available. Look for it soon.

CCRLS continues to work on upgrading the network components and broadband connections to the libraries in the never ending pursuit of better internet response time for library staff and patrons.

Standard Report-5
February 21, 2018

FALL 2017 QUARTER 2 (OCTOBER, NOVEMBER, DECEMBER)				
	Fall 2017 Quarterly	Fall 2016 Quarterly	Quarterly % change	FY 2017- 2018 totals
Counts				
Patron	223,405	206,696	8.08%	-
Non-resident	34,839	31,929	9.11%	-
CARE cards	16,934	15,714	7.76%	-
Total Items	1,126,977	1,130,226	-0.29%	-
Circulation Statistics				
Checkouts 100%	646,434	656,419	-1.52%	1,370,714
Self-Check 33%	211,886	127,206	66.57%	382,677
Non-resident cards 13%	86,578	85,231	1.58%	179,708
CARE card 6%	41,674	41,441	0.56%	94,412
Small library collection	762	791	-3.67%	1,692
Active patrons	44,891	45,719	-1.81%	-
Holds Filled	102,415	96,375	6.27%	206,983
Interlibrary Loan				
Borrowed from outside	367	239	53.56%	695
Loaned outside	651	27	2311.11%	849
Borrowed/Loaned within CCRLS	74,478	69,850	6.63%	149,919
Online				
Telephone renewal logins	1,230	1,174	4.77%	2,644
Internet initiated catalog visits	12,210	-	-	-
CCRLS Catalog visits/sessions	163,384	155,238	5.25%	332,818
CCRLS Catalog users	57,008	56,784	0.39%	-
CCRLS Catalog searches	319,040	305,468	4.44%	663,969
CCRLS Database use	25,503	33,036	-22.80%	55,551
CCRLS provided eBook use	71,799	62,478	14.92%	147,237
Administrative				
Telephone notices delivered	16,200	14,609	10.89%	32,641
Printed notices	1,484	1,468	1.09%	3,075
CCRLS Help desk resolution	234	399	-41.35%	481
CCRLS Courier Deliveries	210,082	185,036	13.54%	406,846

STUDENT SUCCESS DATA POINTS

Prepared by

Fauzi Naas, Director—Institutional Research
David Hallett, Vice President—Governance and Administration

The following quarterly report on data points of student progression and completion will be presented to the members of the College Board of Education for review:

- College-wide pass rates by course delivery mode
- Attrition rates in Fall 2017
- Average number of credits accumulated at degree completion
- Number of attempts to pass a gateway course

RECOGNITION REPORT

Prepared by

Julie Huckestein, President/Chief Executive Officer

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

Last spring the Earth Day planning committee of STEPH FREGOSI, ADAM HOLDEN, and TETER KAPAN engaged students from the International program and MICHIE SHARPE and SUSAN TANABE'S day and evening Japanese classes to create 2,500 paper cranes from Chemeketa's recycle paper bins. Half of the cranes were sent to the Japanese city of Nagasaki and the other half were sent to Hiroshima. A thank you letter and photo of the cranes from the Nagasaki Atomic Bomb Museum was received expressing their gratitude (see framed photo). *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups)*

MEREDITH SCHREIBER, director of Auxiliary and Contracted Services, presented at the Independent College Bookstore Association (ICBA) Annual Conference in Anaheim, California. She participated in a panel entitled "ICBA Innovators: Making a Difference," and her presentation was on the bookstore's partnership with, and success of, the Chemeketa Press. The panel included presenters from University of California (UC) Davis and the University of Missouri. The purpose was to inspire other campus stores to realize even with a decreased revenue stream they can make a difference and contribute to the success of their institutions. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Thanks to ERIC COLON-CORTES (chair), RASCHEL LARSEN, MARTY LIMBIRD, and NATHAN PRATT, along with colleagues from Clackamas Community College, who planned the 2018 Oregon Higher Education Professionals in Health and Physical Education (OHEPHPE) Conference. The two-day conference was held on January 25–26 at the Oregon 4-H Center in Salem. This annual conference brought together higher education professionals from the areas of health education, physical education, nutrition, kinesiology, and related disciplines throughout Oregon, and Washington. A number of Chemeketa faculty and staff presented including: LINDA HERRERA (keynote speaker); ERIKA LANNING, JIM McCABE, RUSSELL READ, BRYAN ROLLINS, COLIN STAPP, TAMARA TRATTNER, and JACKIE WELTER. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

STEPH FREGOSI, LINDA HERRERA, and ADAM HOLDEN, presented at the Washington and Oregon Education Sustainability Conference on February 7 at Portland State University. Linda's session title was "Chief Diversity Officers: Collaborative Leadership to Align Sustainability Programming with Diverse Communities;" and Steph and Adam's

presentation was “Food Equity and Service Learning: An Unintended Outcome of a Community Partnership.” *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

Thanks to LINDA RINGO-REYNA, student services coordinator, for planning and coordinating a number of college events including the Martin Luther King event entitled “The Reality of Hunger at Chemeketa;” the Alcohol and Drug Awareness information event in collaboration with KAREN ALEXANDER, director of Student Accessibility Services and PETER DAVIS, human services instructor; and three Intercultural Movie Nights. *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

Chemeketa’s MOCK TRIAL TEAM placed third in the regional mock trial competition that was held at the University of Washington Law School in Seattle on the weekend of February 10–11. The top six teams advance to the championships in Los Angeles on March 10–11. Thanks to team advisor and political science instructor MARIA CRUSE for her leadership, coaching, and support. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

**APPROVAL OF PROPOSED STUDENT TUITION FOR 2018–2019
[17-18-129]**

Prepared by

Miriam Scharer, Associate Vice President—CSSD/Financial Management
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley
Julie Huckestein, President/Chief Executive Officer

In January, the college administration presented a proposal to the board asking for their consideration of a tuition and universal fee increase totaling \$6 per credit for in-state tuition. Other increases to out-of-state and international tuition and non-credit universal fee were also presented. The board discussed the impact of these recommendations on students, services and academic programs.

BACKGROUND

Each year the college reviews student tuition as part of the budget development process and the tuition recommendation is first brought to the board in January. In preparing the recommendation the college balances the need for revenue to maintain levels of service with student access and enrollment priorities. 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.

As the college administration formulates a tuition recommendation, the college must consider the financial position and factors such as the state appropriation to community colleges through the Community College Support Fund, enrollment trends, college costs and unfunded mandates.

While the state appropriation for the 2017–2019 biennium of slightly over \$570 million was the highest on record, the college is in its fifth year of enrollment declines with an anticipated further decline next year. With this continued trend, the college will approximate the same level of enrollment as in fiscal year 2005–2006 equating to a 28 percent decline since the peak enrollment levels of 2010–2011. The college expects further expenditure increases due to rising employee costs including the Public Employee Retirement System (PERS) rate increases and other unfunded mandates such as the state's pay equity law, minimum wage increases, etc.

Chemeketa's current tuition rate is \$84 per credit hour for in-state students. Tuition for out-of-state and international students is \$246 per credit hour. The current universal fee rates are \$15 per credit hour on credit courses and \$0.30 per billing hour on non-credit courses. These rates were approved for this year following a period of no increases in the prior four years; though the universal fee on non-credit courses has not been increased since its inception.

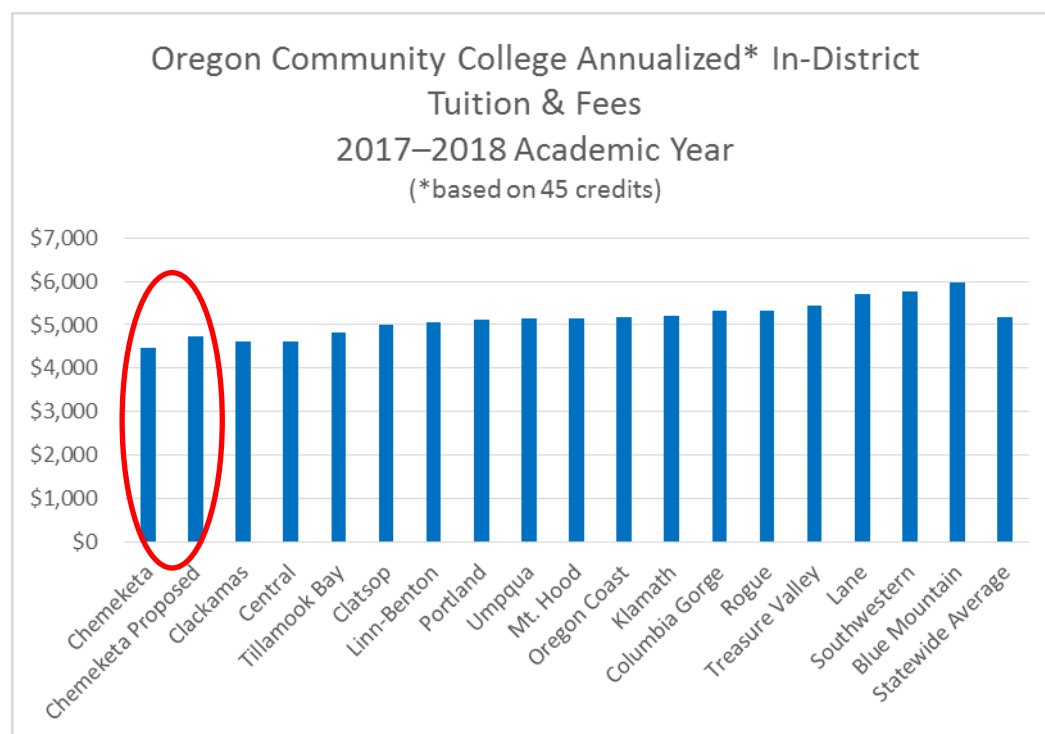
Separate Action-1
February 21, 2018

After a review of the college's projected financial position for this year (2017–2018) and next (2018–2019) the administration is asking the board to consider the following increases:

- Tuition increase of \$3 per credit to \$87 per credit
- Universal fee (credit courses) increase of \$3 per credit to \$18 per credit
- Universal fee (non-credit courses) increase of \$0.10 per billing hour to \$0.40 per billing hour
- Out-of-state and international tuition increase of \$6 to \$252

Rate	Current (2017–2018 rate)	Increase	Proposed
Tuition	\$84	\$3	\$87
Universal Fee (credit courses)	\$15	\$3	\$18
Universal Fee (non-credit courses)	\$0.30 per billing hour	\$0.10 per billing hour	\$0.40 per billing hour
Out-of-State and International Tuition	\$246	\$6	\$252

The college's current annualized in-district tuition and universal fee rate of \$4,455 is the lowest among the 17 community colleges based on current year rates.



The increase under consideration (\$6 = \$3 in tuition and \$3 in universal fee per credit) will place Chemeketa as the third lowest rate (at \$4,725) among the 17 community colleges based on current year rates. This rate remains below the tuition setting guidelines established by the board which guides the college to target increases that place Chemeketa in the middle-third of all community colleges.

Maintaining tuition at the lowest rate possible is advantageous to students but entails some risk in our long term financial planning. An increase of \$6 (\$3 in tuition and \$3 in universal

Separate Action-1
February 21, 2018

fee) per credit hour would help the college maintain current service levels and offset increasing costs. Future tuition increases may be a necessary component of the college's financial planning strategy.

It is recommended that the College Board of Education approve the following increases to become effective summer term 2018:

- Tuition increase of \$3 per credit to \$87 per credit
- Universal fee (credit courses) increase of \$3 per credit to \$18 per credit
- Universal fee (non-credit courses) increase of \$0.10 per billing hour to \$0.40 per billing hour
- Out-of-state and international tuition increase of \$6 to \$252

Separate Action-2
February 21, 2018

**APPROVAL OF RETIREMENT RESOLUTIONS
NO. 17-18-17, SHERIE L. BALL AND
NO.17-18-18, TERESA “TERRI” LANDAU
[17-18-130]**

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 is a resolution honoring Sherie L. Ball, who retires effective February 28, 2018; and Teresa “Terri” Landau, who retires March 31, 2018.

It is recommended that the College Board of Education adopt Resolutions No. 17-18-17, Sherie L. Ball; and No. 17-18-18, Teresa “Terri” Landau.

**RETIREMENT RESOLUTION NO. 17-18-17
SHERIE L. BALL**

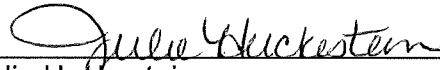
WHEREAS, Sherie L. Ball began her 38-year, 2-month association, as a salaried employee, with Chemeketa Community College in January, 1980; and

WHEREAS, Sherie L. Ball gave dedicated service to Chemeketa Community College currently as Department Technician II, Applied Technologies Department of Career and Technical Education Division; therefore,

BE IT RESOLVED, that upon her retirement date of February 28, 2018, the College Board of Education hereby honors and commends Sherie L. Ball for her loyalty, dedication and personal commitment to Chemeketa Community College.



Ken Hector
Board Chairperson



Julie Huckestein
President/Chief Executive Officer

**RETIREMENT RESOLUTION NO. 17-18-18
TERESA "TERRI" LANDAU**

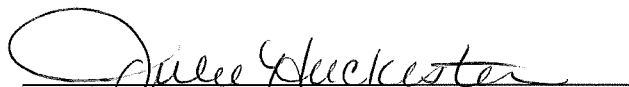
WHEREAS, Teresa "Terri" Landau, began her 19-year, 6-month association, as a salaried employee, with Chemeketa Community College in September, 1998; and

WHEREAS Teresa "Terri" Landau gave dedicated service to Chemeketa Community College currently as Financial Services Technician II, Business Services Department of College Support Services Division; therefore,

BE IT RESOLVED, that upon her retirement date of March 31, 2018, the College Board of Education hereby honors and commends Teresa "Terri" Landau for her loyalty, dedication and personal commitment to Chemeketa Community College.



Ken Hector
Board Chairperson



Julie Huckestein
President/Chief Executive Officer

**APPROVAL OF 2018–2019 PROPOSED BUDGET CALENDAR
AND RESOLUTION NO. 17-18-16,
SETTING BUDGET COMMITTEE MEETING DATES
[17-18-131]**

Prepared by

Rich McDonald, Director—Budget and Finance
Miriam Scharer, Associate Vice President—CSSD/Financial Management
Julie Huckestein, President/Chief Executive Officer

The proposed budget calendar was presented to the board at the January meeting. The attached 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 11, 2018, as the official budget committee meeting, with a meeting also scheduled on April 18, 2018, and an optional meeting on April 25, 2018.

Official action is requested to approve the attached budget calendar for 2018–2019 and adopt Resolution No. 17-18-16.

Action-1
February 21, 2018

CHEMEKETA COMMUNITY COLLEGE
2018–2019 BUDGET CALENDAR

January 17, 2018	Board reviews budget calendar
February 21, 2018	Board approves budget calendar Board adopts resolution setting Budget Committee meeting dates
March 12, 2018– April 6, 2018	Publish legal notices of Budget Committee meetings
April 11, 2018 (6 pm)	Budget Committee meeting: Committee charge Election of Officers President's message Presentation of Budget-General Fund (Location: Salem Campus Board Room)
April 18, 2018 (4:30 pm)	Budget Committee meeting: Presentation of Budget-Other Funds Discussion and approval (Location: Salem Campus Board Room)
April 25, 2018	Optional Budget Committee meeting (Location: Salem Campus Board Room)
April 16, 2018– May 11, 2018	Publish Budget Summary and Notice of Budget Hearing
May 16, 2018 (7 pm)	Public Hearing on the Budget (Location: Salem Campus Board Room)
June 20, 2018	Board adopts the Budget Resolution Board declares Budget Committee vacancies (Location: Salem Campus Board Room)
July 15, 2018	Certify tax levy with county assessor

Action-1
February 21, 2018

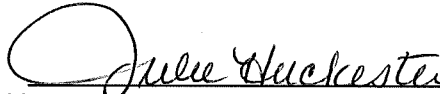
**RESOLUTION NO. 17-18-16,
SETTING BUDGET COMMITTEE MEETING DATES**

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 2018–2019 budget and established dates at which the proposed budget, accompanied by the president's message, will be presented. Meetings will be on April 11, 2018, at 6 pm, April 18, 2018, at 4:30 pm, and an optional meeting on April 25, 2018, in the Board Room in Building 2, Room 170, Salem Campus.



Ed Dodson
Board Representative



Julie Huckestein
President/Chief Executive Officer

2/23/2018

Date

**APPROVAL OF ANESTHESIA TECHNOLOGY
ASSOCIATE OF APPLIED SCIENCE DEGREE
[17-18-132]**

Prepared by

Paula Hendrix, Academic Coordinator—Health Sciences
Sandi Kellogg, Dean—Health Sciences
Johnny Mack, Executive Dean—Career and Technical Education
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The proposed Anesthesia Technology Associate of Applied Sciences (AAS) degree focuses on the student to become a member of the surgical anesthesia team who will directly support the nurse anesthetist and/or anesthesiologist. Chemeketa's Anesthesia Technology program prepares students for entry-level positions in the health care industry. The Anesthesia Technologist works in the surgical areas for major hospitals as well as local surgical centers.

Chemeketa continues to listen to community and employer feedback on training needed for high demand/family wage jobs in the community. The research and development of the Anesthesia Technology program came from a request from Salem Health. Further research done by the Health Science department revealed that there are only ten programs offering this degree in the nation. The nearest programs to Chemeketa are Renton Technical College in Renton, Washington and Kaiser Permanente program located in Pasadena, California.

Chemeketa will seek accreditation through the Commission on Accreditation of Allied Health Education Programs (CAAHEP), as well as the approval process through the American Society of Anesthesia Technologists and Technicians (ASATT).

The development of this program also connects to several of the college's core values such as: collaboration, innovation, and stewardship. Working with local employers in the development of the curriculum, research of facilities, and potential donated equipment has proven that there is a high need and the community is invested in creating a program that will be supported. This program will allow students to gain knowledge in an area that is in high demand, provides family wage jobs, and has considerable amount of career and educational advancement opportunities.

It is recommended that the College Board of Education approve the Anesthesia Technology Associate of Applied Science degree.

ANESTHESIA TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE DEGREE

Yellow highlights indicate an addition of a course, change of course ID, course title, or credit hours.

Course No.	Course Title	Credit Hours
Prerequisite Courses:		
BI 231, 232, 233	Human Anatomy and Physiology series	12
CH110	Foundation of General, Organic, and Biochemistry	5
WR 121	The College Essay	4
MTH 095	Intermediate Algebra (or higher)	4
HM 120 & 121	Medical Terminology 1 & 2	7
PSY201	Psychology: Mind and Body	4
	Total	36
Term 1		
ANES 101	Introduction to Anesthesia Technology	4
ANES103	Anesthesia Technology Lab 1	2
ANES 112	Operating Room Equipment	3
PHM 240	Pharmacology I for the Anesthesia Technologist	3
	Total	12
Term 2		
ANES104	Anesthesia Technology Lab 2	4
PHM241	Pharmacology 2 for the Anesthesia Technologist	4
BI 234	Microbiology	4
	Total	12
Term 3		
ANES 102	Anesthesia Equipment: Principles & Applications	
ANES 105	Anesthesia Technology Lab 3	4
ANES 130	Advanced Cardiac Life Support and Pediatric Life Support (ACLS/PALS) with EKG Analysis	4
	Total	12
Term 4		
ANES 203	Anesthesia Technology Lab 4	4
ANES 210	Anesthesia Technology Clinical Practicum 1	8
	Total	12
Term 5		
ANES 204	Anesthesia Technology Lab 5	4
ANES 211	Anesthesia Technology Clinical Practicum 2	8
	Total	12
Term 6		
ANES 212	Anesthesia Technology Clinical Practicum 3	9
ANES 215	Anesthesia Technology Certification Exam Prep	3
	Total	12
	Total program hours:	108

**APPROVAL OF THE CONTRACT AWARD
FOR SITE PLANNING AND FACILITY DESIGN SERVICES
FOR THE AGRICULTURAL COMPLEX ON THE SALEM CAMPUS
[17-18-133]**

Prepared by

P. Kevin Walther, Procurement Management Analyst
Miriam Scharer, Associate Vice President—CSSD/Financial Management
Julie Huckestein, President/Chief Executive Officer

**SITE PLANNING AND FACILITY DESIGN SERVICES FOR THE AGRICULTURAL
COMPLEX ON THE SALEM CAMPUS**

A Request for Qualifications for Site Planning and Facility Design Services for the Agricultural Complex on the Salem Campus was advertised on the college's Procurement Services Website and the State of Oregon Procurement Information Network on January 5, 2018, and in the *Daily Journal of Commerce* on January 8, 2018.

Seven proposals were received and opened immediately following solicitation closing on January 30, 2018, at 2 pm. The architectural firms who submitted proposals were:

ac+Co Architecture Community, Salem, OR
Carlson Veit Architects, PC, Salem, OR partnering with Opsis Architecture, LLC, Portland, OR
CB Two Architects, Salem, OR
Dangermond Keane Architecture, Portland, OR
FFA Architecture and Interiors, Inc., Portland, OR
Rowell Brokaw Architects, Eugene, OR
Studio 3 Architecture, Inc., Salem, OR

All 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 background and history; key personnel; job understanding; project scheduling and coordination; sustainability; experience in Marion County; previous performance; and proposer interviews.

On February 15, 2018, the evaluation committee conducted interviews with the four most responsive and responsible proposers: Carlson Veit Architects, PC partnering with Opsis Architecture, LLC; Dangermond Keane Architecture; FFA Architecture and Interiors, Inc.; and Rowell Brokaw Architects.

It is recommended that the College Board of Education approve the award of the contract for Site Planning and Facility Design Services for the Agricultural Complex on the Salem Campus, to the most responsive and responsible Proposer, FFA Architecture and Interiors, Inc., 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
February 21, 2018



Appendix-2 February 21, 2018

Building and Primary Function(s)

001 **1st Floor:** Bookstore,
001 **2nd Floor:** Faculty Offices
002 **1st Floor:** Advising & Counseling; Career Center; Graduation Services;
College Assistance Migrant Program; Convenience Store; Disability
Services; Food Court; Information Center; Multicultural Center;
Occupational Skills Training; Planetarium; Public Safety; Student
Retention & College Life; Student Support Services; Testing Services
002 **2nd Floor:** Business Office; Enrollment Center; 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:** Art Gallery; Classrooms;
003 **2nd Floor:** Classrooms; Math Learning Center; Extended Learning,
Instruction and Student Services, Placement Testing
004 **1st Floor:** Automotive Program; Electronics Program
004 **2nd Floor:** Visual Communications; CAD Program
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; Massage Clinic;
008 **2nd Floor:** Health & Science Classrooms
009 **1st Floor:** Classrooms; Distance Education; Curriculum Resource
Center; Opportunity Center; Television Studio; Online Programs
009 **2nd Floor:** Library; Writing Center; Computer Lab; Study Rooms
014 Public Safety
015 Burn Tower
020 Drafting, Engineering, Machine Shop
021 Welding Program
022 Academic Development; HEP; Information Technology
033 Trades & Technology
034 Catering Kitchen, Northwest Innovations, Conference Rooms; SOAR
037 Faculty Offices
038 Faculty Offices
039 Child Development
040 Facilities & Operations
041 Facilities & Operations
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; Trades & Technologies
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

Board Room—2/170

Bookstore—1/First Floor

Business Office—2/202

Chemeketa Cooperative Regional Library Service—9/136

Computer Labs—6/218

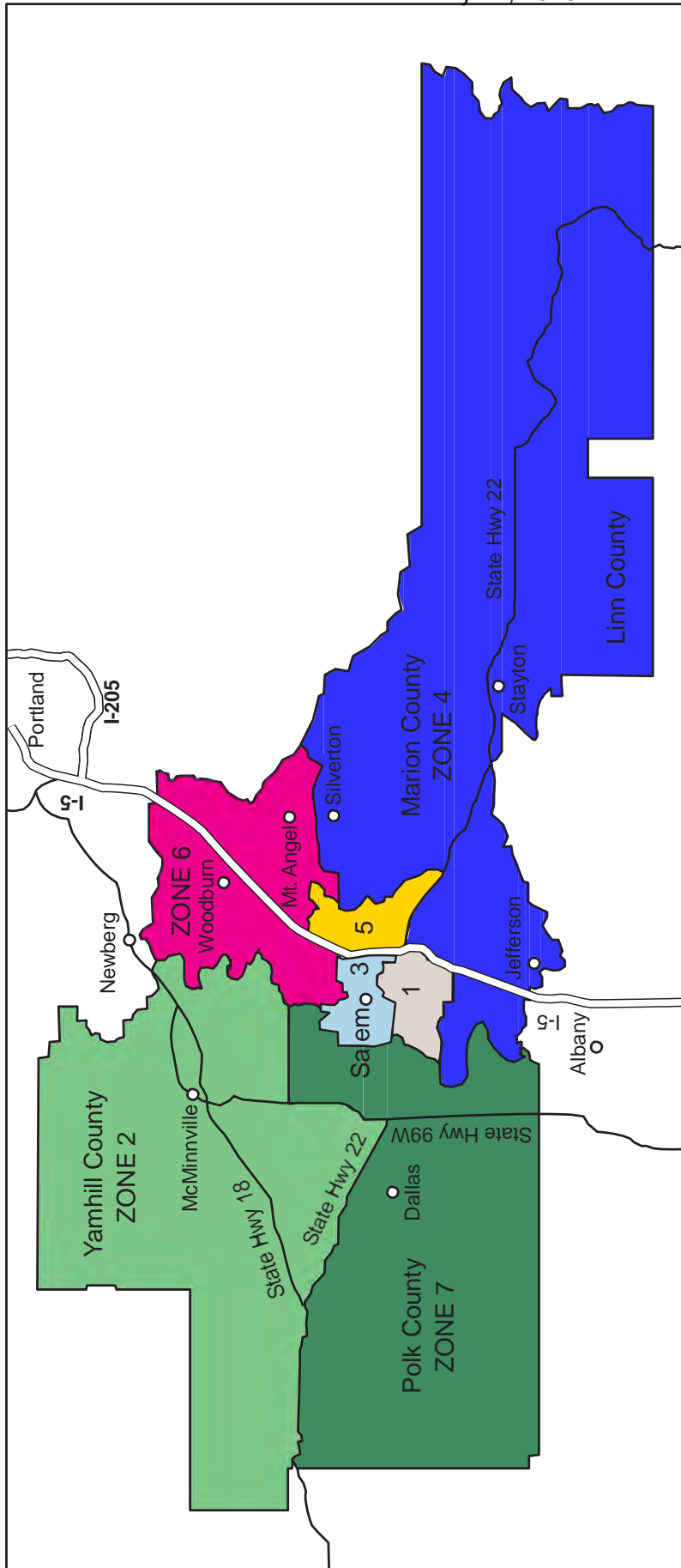
Convenience Store—2/180

Cooperative Work Experience—2/115
Dental Clinic—8/101
Executive Dean of Students—3/272
Disability Services—2/174
Employee Training Facility—33/106
English for Speakers of Other Languages—22/100
Enrollment Center—2/200
Evening & Weekend Programs—5/264
Extended Learning—3/252
Financial Aid—2/200
First Aid—2/173
Food Service—2/First Floor, 4, & 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
Massage Clinic—8/104
Multicultural Center—2/177A
Northwest Innovations—33/101
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
Study Skills—2/210
Television Studio—9/162
Testing Center—2/101 (Testing Annex—6/216)
Transcripts—2/200
Transfer Information—2/110
Tutoring Center—2/210
Vending Machine Refunds—2/Food Court
Veterans' Services—2/200
Writing Center—9/210

Instructional Department Offices

Dental Programs—8/109
Distance Education & Academic Technology—9/106
Evening and Weekend Programs—5/264B
Emergency Services—19
Health, & Human Performance—7/103
Health Sciences—8/114
Humanities & Communications—1/204
Applied Technologies—5/264D
Math, Science—9/105
Agricultural Sciences—60
Nursing—8/113
Pharmacy Technology—8/113
Social Science, Business and Human Services—1/204

Chemeketa Community College District Boundary and Board Zones



Board Members

ZONE 1	Ed Dodson
ZONE 2	Ron Pittman
ZONE 3	Neva Hutchinson, Vice Chairperson 2017–2018
ZONE 4	Ken Hector, Chairperson 2017–2018
ZONE 5	Jackie Franke
ZONE 6	Diane Watson
ZONE 7	Betsy Earls

Handouts
February 21, 2018

APPENDIX A-2a

CHEMEKETA COMMUNITY COLLEGE SALARIED FACULTY SALARY SCHEDULE

Effective July 1, 2017

CHEMEKETA COMMUNITY COLLEGE 2017-2018 SALARIED FACULTY SALARY SCHEDULE Effective JULY 1, 2017

STEP	180 DAYS			200 DAYS			230 DAYS		
15	\$82,049	\$6,837.42	\$455.83	\$91,166	\$7,597.17	\$455.83	\$100,282	\$8,356.83	\$436.01
14	\$78,142	\$6,511.83	\$434.12	\$86,825	\$7,235.42	\$434.12	\$95,507	\$7,958.92	\$415.25
13	\$74,421	\$6,201.75	\$413.45	\$82,690	\$6,890.83	\$413.45	\$90,959	\$7,579.92	\$395.47
12	\$71,444	\$5,953.67	\$396.91	\$79,382	\$6,615.17	\$396.91	\$87,320	\$7,276.67	\$379.65
11	\$68,586	\$5,715.50	\$381.03	\$76,207	\$6,350.58	\$381.03	\$83,828	\$6,985.67	\$364.47
10	\$65,842	\$5,486.83	\$365.79	\$73,159	\$6,096.58	\$365.79	\$80,474	\$6,706.17	\$349.89
9	\$63,209	\$5,267.42	\$351.16	\$70,233	\$5,852.75	\$351.16	\$77,256	\$6,438.00	\$335.90
8	\$60,681	\$5,056.75	\$337.12	\$67,423	\$5,618.58	\$337.12	\$74,165	\$6,180.42	\$322.46
7	\$58,254	\$4,854.50	\$323.63	\$64,726	\$5,393.83	\$323.63	\$71,199	\$5,933.25	\$309.56
6	\$55,923	\$4,660.25	\$310.68	\$62,137	\$5,178.08	\$310.68	\$68,350	\$5,695.83	\$297.17
5	\$53,686	\$4,473.83	\$298.26	\$59,651	\$4,970.92	\$298.26	\$65,617	\$5,468.08	\$285.29
NORMAL STARTING STEP 4	\$51,539	\$4,294.92	\$286.33	\$57,265	\$4,772.08	\$286.33	\$62,992	\$5,249.33	\$273.88
3	\$49,992	\$4,166.00	\$277.73	\$55,547	\$4,628.92	\$277.73	\$61,102	\$5,091.83	\$265.66
2	\$48,493	\$4,041.08	\$269.40	\$53,880	\$4,490.00	\$269.40	\$59,269	\$4,939.08	\$257.69
1	\$47,038	\$3,919.83	\$261.32	\$52,264	\$4,355.33	\$261.32	\$57,490	\$4,790.83	\$249.96

APPENDIX A-2b

Part-time (Adjunct) Faculty Salary Schedule Effective Fall Term 2017–Summer Term 2018

CHEMEKETA COMMUNITY COLLEGE PART-TIME (ADJUNCT) FACULTY BARGAINING UNIT SALARY SCHEDULE Effective Fall Term 2017 - Summer Term 2018										
LEVEL	DESCRIPTION	STEPS								LEVEL
		1	2	3	4	5	6	7	8	
A	Lecture Credit Courses ILC Rates	\$ 667.00	\$ 687.00	\$ 716.00	\$ 777.00	\$ 843.00	\$ 914.00	\$ 992.00	\$ 1,094.00	A
	Hourly Rates	\$60.6364	\$62.4545	\$65.0909	\$70.6364	\$76.6364	\$83.0909	\$90.1818	\$99.4545	
B/C	Labs (1 lab hr. = .7 ILC) Hourly Rates	\$ 466.90 \$42.4455	\$ 480.90 \$43.7182	\$ 501.20 \$45.5636	\$ 543.90 \$49.4455	\$ 590.10 \$53.6455	\$ 639.80 \$58.1636	\$ 694.40 \$63.1273	\$ 765.80 \$69.6182	B/C
	ABE/GED/HSC/ESL Labs Agriculture Credit Labs Health Care Skills Credit Labs Laboratory Credit Courses Physical Education Activity Courses Science Credit Labs Studio Art Classes Technology Credit Labs Trade Credit Labs Vocational Preparatory Credit Labs Vocational Supplemental Credit Labs									
D	Workshops/Special Assignments (Bargaining Unit Rate) (See Article 23B.5)	Minimum =	\$ 41.35	(CD = Curriculum Development Rate)						D
E	Hourly Employees Rate Counseling CWE Coordinator Library Work	\$ 25.63	\$ 26.88	\$ 28.26	\$ 29.70	\$ 31.16	\$ 32.85	\$ 34.20	\$ 35.00	E

Required Meeting (RM) Rate = \$ 37.35
 Bargaining Unit (See Article 23-B1)
 Curriculum Development Rate (CD) = \$ 41.35

Level A

- Lecture Credit Courses (one [1] weekly lecture hour per term = one [1] ILC)
- ESL qualifying classes: (one [1] weekly lecture hour per term = one [1] ILC)
- Writing* qualifying classes: (one [1] weekly lecture hour per term = one [1] ILC)
 When the fourth week enrollment report shows sixteen (16) or more students, the writing* courses lecture hour value shall be changed to 1.25 ILC for the entire term.

*Qualifying classes are:

BA214	COM053	<u>WRO89</u>	WR121	WR240	WR243	WR250
BT105	ENL151W	<u>WR 080</u>	WR122	WR241	WR244	WR262
BT210	ENL152W	<u>WR 090</u>	WR227	WR242	WR245	WR263
COM051	<u>WR088</u>	<u>WR115</u>				

Data Points

- Student Pass Rates by Modality?
- Percent of Student Registrations Retained
- Average Credits Earned at Degree Completion
- Pass Rates for Students Who Took a Course Multiple Times

Wednesday February 21, 2018



What are student pass rates by course modality?

2016-17 Grade Distribution & Pass Rates by Course Modality

Course Modality	A	B	C	D	F	P	Other Grades	Total	Pass Rate
Hybrid	2,070	1,072	655	235	712	-	202	4,946	77%
Online	9,109	4,986	3,020	1,030	3,587	3	1,532	23,264	74%
Traditional	24,045	14,347	7,998	2,507	5,707	24	2,365	56,969	81%
Total	35,224	20,405	11,673	3,772	10,006	27	4,099	85,179	79%

Pass Rate includes: A, B, C, P, IB and IC grades. This criteria aligns with the State definition.

Other Grades include: NP, R, IF, ID and W.

Audit grade 'X', CCN and incarcerated student data are excluded

A "W" mark is applied to students who drop week 3 through week 6

What percent of students are retained?

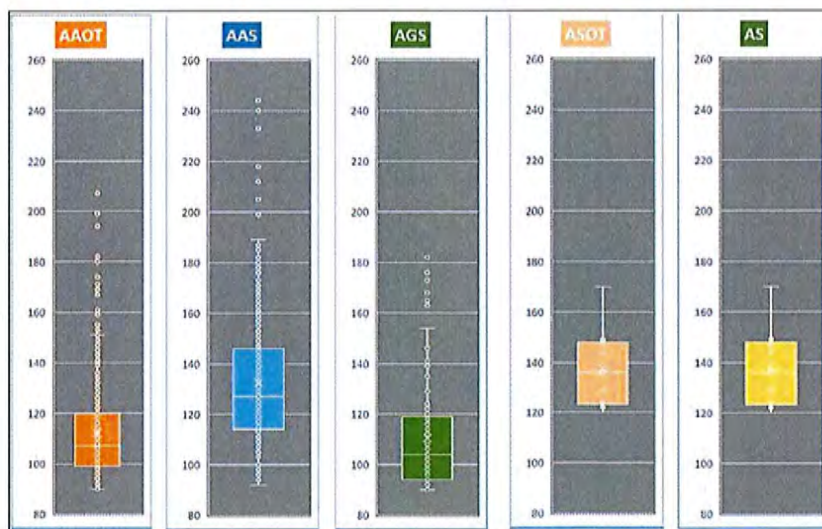
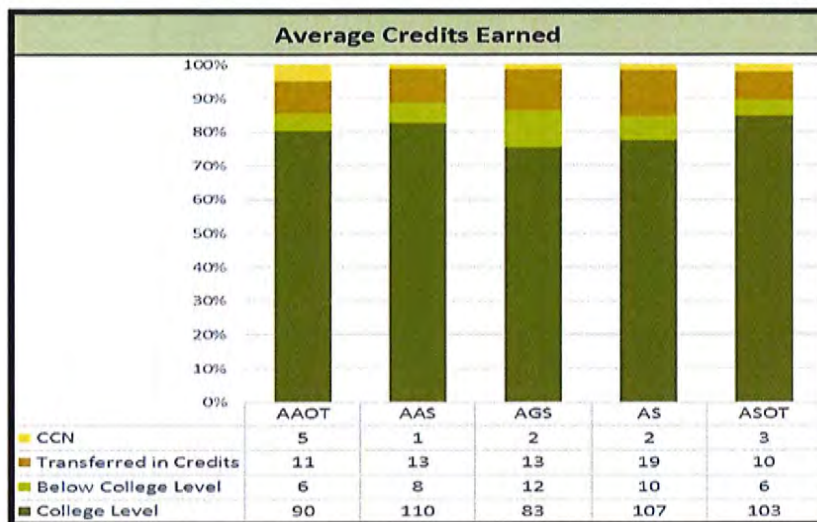
Fall 2017 Credit Registration Activity

	Number of Registrations	Net Change	Percent Retained		Hybrid	Online	Traditional
Day 1	26,810	0	100%	Start of Term	1,580	6,473	18,757
End of Week 1	26,320	(490)	98%	Day 1	100%	100%	100%
End of Week 2	26,247	(563)	98%	End of Week 1	98%	97%	99%
End of Week 3	26,127	(683)	97%	End of Week 2	98%	97%	98%
End of Week 4	25,999	(811)	97%	End of Week 3	97%	96%	98%
End of Week 5	25,840	(970)	96%	End of Week 4	97%	95%	98%
End of Term	25,418	*(1,392)	95%	End of Week 5	96%	95%	97%
*Includes student withdrawals				End of Term	95%	93%	96%

What is the average number & type of credits accumulated at degree completion?

2016-17 Graduates & Credits Earned by Degree

Degree Type	# of Graduates	Range of Credits Earned	Most Common # of Credits Earned	Average Credits Earned
AAOT	561	90—207	102	112
AAS	388	92—244	117	132
AGS	113	90—182	90	110
AS	9	120—170		138
ASOT	58	95—179	116	122
Total Graduates	1,129	All degrees require a minimum of 90 credits		
Excludes students that received multiple degrees				



For the top 20 enrolled courses, what is the pass rate for students who took it multiple times?					
Course ID	Course Title	Unduplicated Headcount	1st Time Pass Rate	2nd Time Pass Rate	3rd Time Pass Rate
WR121	The College Essay	1,100	77%	56%	43%
WR115	Intro to Composition	980	75%	53%	48%
MTH095	Intermediate Algebra	804	68%	61%	65%
MTH070	Elementary Algebra	786	59%	48%	27%
MTH111	College Algebra	764	75%	54%	40%
PSY201	Intro to Psych: Mind & Body	740	86%	79%	100%
CIS101	Intro to Microcomputer Apps	668	74%	61%	62%
COMM111	Fund of Public Speaking	611	90%	70%	100%
WR122	Argument and Research	598	81%	55%	63%
HPE295	Health and Fitness for Life	585	82%	67%	100%
FYE105	Creating College Success	572	82%	77%	
WR090	Fundamentals of Writing	553	79%	53%	50%
MTH060	Introductory Algebra	469	63%	36%	39%
SOC204	The Sociological Perspective	462	79%	70%	100%
PSY101	Psychology of Human Relations	435	79%	68%	
BA101	Introduction to Business	351	77%	67%	67%
PSY104	Workplace Psychology	323	85%	76%	100%
PSY202	Intro to Psych: Mind & Society	314	87%	80%	100%
RD090	College Textbook Reading	310	79%	36%	100%
PE185CA	Conditioning, Beg	288	77%	62%	83%
Grand Total		11,713	77%	57%	51%



Tuition and Fee Rates History 2008-09 through 2018-19

Year	Tuition (per credit)	Universal Fee (per credit)	Total (per credit)	Change from prior year	Notes
2008-09	\$61	\$6.50	\$67.50		
2009-10	\$70	\$8	\$78	\$10.50	
2010-11	\$72	\$9	\$81	\$3	
2011-12	\$77	\$10	\$87	\$6	
2012-13	\$80	\$10	\$90	\$3	
2013-14	\$80	\$14	\$94	\$4	\$6 recommended; \$2 of the \$6 increase rescinded due to state appropriation
2014-15	\$80	\$14	\$94	\$0	
2015-16	\$80	\$14	\$94	\$0	\$0-\$2 increase recommended; no increase due to state appropriation
2016-17	\$80	\$14	\$94	\$0	
2017-18	\$84	\$15	\$99	\$5	\$5-\$6 increase recommended; \$5 increase due to state appropriation
2018-19 PROPOSED	\$87	\$18	\$105	\$6 PROPOSED	