A large, stylized fish logo in dark green and light green, positioned on the left side of the page. The fish is facing right and has a circular eye. The background is a gradient of light green to dark green.

Regular Meeting

**April 21, 2021**

CHEMEKETA COMMUNITY COLLEGE  
4000 Lancaster Drive NE  
Salem, Oregon

**BOARD OF EDUCATION**



Regular Meeting

**April 21, 2021**

CHEMEKETA COMMUNITY COLLEGE  
4000 Lancaster Drive NE  
Salem, Oregon

- |   |  |                                     |      |
|---|--|-------------------------------------|------|
| <b>I. Workshop</b>  | <b>4:30 pm</b>                             | <b>Web Conferencing/Live Stream</b> |      |
| Budget Committee Meeting                                    |  |                                     | 1    |
| Jessica Howard, President/Chief Executive Officer           |  |                                     |      |
| <b>II. Administration Updates</b>                           | <b>5:30 pm</b>                             | <b>Web Conferencing</b>             |      |
| <b>III. Regular Session</b>                                 | <b>6 pm</b>                                | <b>Web Conferencing/Live Stream</b> |      |
| <b>A. Call to Order</b>                                     |  |                                     |      |
| <b>B. Roll Call</b>   |  |                                     |      |
| <b>C. Comments from the Public</b>                          |  |                                     |      |
| <b>D. Separate Action</b>                                   |  |                                     |      |
| 1. Approval of Retirement Resolution                        |  | [20-21-138]                         | 2–4  |
| No. 20-21-12, Johnny L. Mack, and                           |  |                                     |      |
| No. 20-21-13, Daniel A. “Dan” Loop                          |  |                                     |      |
| David Hallett, Vice President—Governance and Administration |  |                                     |      |
| <b>E. Approval of Minutes—</b>                              | Workshop and Regular Board Meeting         |                                     | 5–11 |
| of March 17, 2021   |  |                                     |      |
| <b>F. Reports</b>   |  |                                     |      |
| 1. Reports from the Associations                            |  |                                     |      |
| a. Antonio Martinez   | Associated Students of Chemeketa (ASC)     |                                     | 12   |
| b. Steve Wolfe  | Chemeketa Faculty Association              |                                     | 13   |
| c. Terry Rohse  | Chemeketa Classified Employees Association |                                     | 14   |
| d. Marshall Roache  | Chemeketa Exempt Employees Association     |                                     | 15   |
| 2. Reports from the College Board of Education              |  |                                     |      |
| 3. Academic and Student Affairs Report                      |  |                                     |      |
| a. Jim Eustrom  |  |                                     |      |
| b. Bruce Clemetsen  |  |                                     |      |

## **G. Information**

- |   |       |
|---|-------|
| 1. PERS Bonds Issuance<br>Jessica Howard, President/Chief Executive Officer   | 16    |
| 2. Budget Committee Member Selection Process for Vacancies<br>in Zone 1 and Zone 5 for 2021–2024<br>David Hallett, Vice President—Governance and Administration | 17    |
| 3. Proposed Schedule of College Board of Education<br>Meetings for 2021–2022<br>Jessica Howard, President/Chief Executive Officer                               | 18    |
| 4. Presidential Evaluation Process<br>Ed Dodson, Chair—Board of Education   | 19–24 |
| 5. Suspension of Adult High School Diploma Program<br>Jim Eustrom, Vice President—Academic Affairs/<br>Campus President, Yamhill Valley                         | 25    |

## **H. Standard Reports**

- |   |       |
|---|-------|
| 1. Personnel Report<br>David Hallett, Vice President—Governance and Administration  | 26    |
| 2. Budget Status Report<br>Jessica Howard, President/Chief Executive Officer  | 27–31 |
| 3. Purchasing Report<br>Jessica Howard, President/Chief Executive Officer   | 32    |
| 4. Capital Projects Report<br>Michael Kinkade, Interim Vice President—CSSD  | 33    |
| 5. Institutional Advancement Foundation Quarterly Report<br>David Hallett, Vice President—Governance and Administration       | 34–35 |
| 6. Grant Activities for January 2021–March 2021<br>David Hallett, Vice President—Governance and Administration                | 36–39 |
| 7. Chemeketa Community College COVID-19<br>Health and Safety Operational Plan<br>Michael Kinkade, Interim Vice President—CSSD | 40    |
| 8. Recognition Report<br>Jessica Howard, President/Chief Executive Officer  | 41–42 |

## **I. 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 2021–2022 Faculty Sabbatical Leave Requests<br>Jim Eustrom, Vice President—Academic Affairs/<br>Campus President, Yamhill Valley | [20-21-139] | 43–44 |
|---|-------------|-------|

2. Approval of Irrigation Technician Certificate of Completion Jim Eustrom, Vice President—Academic Affairs/ Campus President, Yamhill Valley	[20-21-140]	45-46
3. Approval of Grants Awarded January 2021–March 2021 David Hallett, Vice President—Governance and Administration	[20-21-141]	47–48
4. Acceptance of Program Donations January 1, 2021– March 31, 2021 David Hallett, Vice President—Governance and Administration	[20-21-142]	49
<b>J. Appendices</b>		
1. Mission – Vision – Values – Core Themes		50
2. Campus Map		51–52
3. District Map		53
<b>K. Future Agenda Items</b>		
<b>L. Board Operations</b>		
<b>M. Adjournment</b>		

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

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

Persons having questions or concerns about Title IX, which includes gender based discrimination, sexual harassment, sexual violence, interpersonal violence, and stalking, contact the Title IX coordinator at 503.584.7323, 4000 Lancaster Dr NE, Salem, OR 97305, or <http://go.chemeketa.edu/titleix>. Individuals may also contact the U.S. Department of Education, Office 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.

Workshop  
April 21, 2021

AGENDA  
**BUDGET COMMITTEE**  
Chemeketa Community College  
4000 Lancaster Drive NE  
Salem, Oregon

**April 21, 2021**

The Chemeketa Community College Budget Committee will meet on Wednesday, April 21, at 4:30 pm via Zoom Webinars.

- A. Call to Order and Roll Call  
Budget Committee Chairperson
- B. Approval of Minutes of April 14, 2021  
Budget Committee Chairperson
- C. Questions from Prior Meeting  
Budget Committee Chairperson
- D. Presentation of 2021–2022 Other Funds  
Rich McDonald, Interim Chief Financial Officer  
Jim Eustrom, Vice President—Academic Affairs/Campus President, Yamhill Valley
- E. Public Testimony Regarding Proposed Budget  
Budget Committee Chairperson
- F. Presentation of Budget Recommendation—Action Required  
Rich McDonald, Interim Chief Financial Officer
- G. Discussion of Recommended Budget  
Budget Committee Chairperson
- H. Action on Recommended Budget  
Budget Committee Chairperson
- I. Adjournment

Separate Action-1  
April 21, 2021

**APPROVAL OF RETIREMENT RESOLUTION  
NO. 20-21-12, JOHNNY L. MACK, AND NO. 20-21-13, DANIEL A. “DAN” LOOP  
[20-21-138]**

**Prepared by**

David Hallett, Vice President—Governance and Administration

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The College Board of Education honors employees who retire after years of service to the college. Attached are resolutions honoring Johnny L. Mack who retires effective April 30, 2021 and Daniel A. “Dan” Loop who retires effective May 31, 2021.

It is recommended that the College Board of Education adopt Resolution No. 20-21-12, Johnny L. Mack, and Resolution No. 20-21-13, Daniel A. “Dan” Loop.

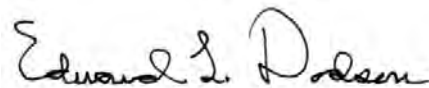
Separate Action-1  
April 21, 2021

**RETIREMENT RESOLUTION NO. 20-21-12**  
**JOHNNY L. MACK**

WHEREAS, Johnny L. Mack began his 25-year, 8-month association, as a salaried employee, with Chemeketa Community College in September, 1995; and

WHEREAS, Johnny L. Mack gave dedicated service to Chemeketa Community College currently as Executive Dean-Career and Technical Education, of Academic Affairs Division; therefore,

BE IT RESOLVED, that upon his retirement date of April 30, 2021, the College Board of Education hereby honors and commends Johnny L. Mack for his loyalty, dedication and personal commitment to Chemeketa Community College.



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Ed Dodson  
Board Chairperson



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Jessica Howard  
President/Chief Executive Officer



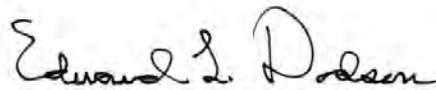
Separate Action-1  
April 21, 2021

**RETIREMENT RESOLUTION NO. 20-21-13**  
**DANIEL A. "DAN" LOOP**

WHEREAS, Daniel A. "Dan" Loop began his 26-year, 8-month association, as a salaried employee, with Chemeketa Community College in October, 1994; and

WHEREAS, Daniel A. "Dan" Loop gave dedicated service to Chemeketa Community College currently as Systems Analyst, Information Technology Department of College Support Services Division; therefore,

BE IT RESOLVED, that upon his retirement date of May 31, 2021, the College Board of Education hereby honors and commends Daniel A. "Dan" for his loyalty, dedication and personal commitment to Chemeketa Community College.



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Ed Dodson  
Board Chairperson



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Jessica Howard  
President/Chief Executive Officer

Minutes  
April 21, 2021

## **APPROVAL OF BOARD MINUTES**

### **Prepared by**

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

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Minutes of the board meeting of March 17, 2021, are submitted for review by the board.

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

Minutes  
April 21, 2021

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

March 17, 2021

**I. WORKSHOP**

Ed Dodson, Chair, called the workshop to order at 4:01 pm via Zoom.

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

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

**A. Video Tour of Diesel Technology Program**

Jordan Bermingham, Interim Dean for Brooks Regional Training Center, provided a summary of the Diesel Technology program. It is an industry-specific two-year associate of applied science degree program with required internship hours. The comprehensive training includes working on different types of agricultural, forestry, construction, semi-truck and earth-moving equipment. The employment outlook and demand for students trained and certified in this technology and maintenance is expected to increase over the next few years. Jordan thanked the staff involved with the video, board members, executive leadership, industry partners, and numerous staff members for fostering the implementation of the program, infrastructure, constant support received throughout, and development of curriculum, approvals and certifications.

Kevin Ruby, Diesel Technology program faculty, gave an overview of the facility and shared a video. Kevin discussed the 10,000-square-foot sized facility and the different types of equipment (mostly donated from industry partners) housed in the space for students to gain hands-on experience. Students will receive two years of wrenching experience and theory and diagnostics associated with transportation, agriculture, and construction industries. Board members asked clarifying questions during the presentation.

Ed thanked the staff for the presentation.

A recess was taken at 4:20 pm

**II. ADMINISTRATION UPDATES**

The meeting reconvened at 4:24 pm via Zoom.

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

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

Minutes  
April 21, 2021

Meeting Minutes  
Chemeketa Board of Education  
March 17, 2021  
Page 2

Updates were shared or discussed with the board on Safe Zone training, the state legislative session, Vice President of Academic Affairs interviews, high school board visits, Academic Affairs staffing updates, spring term basketball beginning/testing, Chemeketa Center for Business and Industry (CCBI) opening, the Chemeketa Foundation fundraiser, emergency SNAP eligibility for students, a high school counselor update, welcoming back students, a student technology survey, and board agenda preview.

A recess was taken at 5:06 pm.

### **III. REGULAR SESSION**

#### **A. CALL TO ORDER**

Ed Dodson, Chair, reconvened the board meeting at 5:30 pm via Zoom.

#### **B. ROLL CALL**

**Members in Attendance:** Ed Dodson, Chair; Betsy Earls (arrived 5:33); Ken Hector; Neva Hutchinson; Ron Pittman; and Diane Watson. Absent: Jackie Franke

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

**Board Representatives in Attendance:** Antonio Martinez, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA); Terry Rohse, Chemeketa Classified Association (CCA); and Marshall Roache, Chemeketa Exempt Association (CEA).

#### **C. COMMENTS FROM THE PUBLIC**

None

#### **D. APPROVAL OF MINUTES**

Ken Hector moved and Diane Watson seconded a motion to approve the board minutes of February 24, 2021.

The motion CARRIED.

#### **E. REPORTS**

##### **Reports from the Associations**

Antonio Martinez, Associated Students of Chemeketa (ASC), responded to the question on attendance at ASC events from the February 24, 2021 board meeting. Antonio stated ASC hosted nine events each for fall and winter terms, and approximately five students attended each one.

Steve Wolfe, Chemeketa Faculty Association, Terry Rohse, Chemeketa Classified Association, and Marshall Roache, Chemeketa Exempt Association, said their reports stand as written.

Minutes  
April 21, 2021

Meeting Minutes  
Chemeketa Board of Education  
March 17, 2021  
Page 3

**Reports from the College Board of Education**

Ken Hector attended two Oregon Community College Association (OCCA) legislative session calls, and a Silverton Rotary meeting with Jessica Howard as the guest speaker.

Betsy Earls stated she has been at the legislature non-stop since the last board meeting.

Diane Watson attended Keizer Greeters, Mid-Willamette Valley Council of Government (MWVCOG) Annual Meeting and Awards Ceremony, and the Strategic Economic Development Corporation (SEDCOR) Economic Business Forum.

Ron Pittman attended a meeting with Jessica Howard and Jim Eustrom.

Ed Dodson attended board agenda review, three OCCA legislative calls, OCCA legislative committee, Central Oregon Community College presentation on Building Power and Change for Indigenous People, and MWVCOG Annual Meeting and Awards Ceremony

**Academic and Student Affairs Reports**

Jim Eustrom mentioned the college shared an appreciative inquiry activity with faculty, exempt, and classified employees to gather input on what was learned, worked well, difficulties experienced, and what could be carried forward from the college's experience with remote operations during the CV-19 pandemic. In addition, another survey was sent to determine where the college needs to be moving with academics and a student survey was sent out regarding their technology use and needs.

Bruce Clemetsen discussed fall term's expanded access, and the college's messaging effort encouraging and informing new and returning students about fall term and the differences to expect.

**F. INFORMATION**

**Presentation of 2019–2020 Federal Single Audit Report**

Katie Bunch, Director of Business Services, noted the federal single audit report is usually presented with the financial statement audit; however, due to the delayed federal government guidelines on auditing procedures for the CARES Act money, the report was not ready at that time. Katie introduced Ken Kuhns, Auditor for Kenneth Kuhns & Company, to present the report.

Ken stated this seven-page report addresses federal money the college expended during the year. Referring to pages 4–5, Schedule of Expenditures of Federal Awards, the college received \$37 million in federal assistance. This included CARES Act money, approximately \$29 million for student financial aid assistance, and the remainder was utilized by various programs. This year, the major federal programs identified and audited were the student financial assistance program and the CARES Act money. Ken referred to and read the opinion statement on pages 1–3. Based on the audit, this is an unmodified, clean opinion on the federal programs in terms of compliance and the schedule of federal awards. In addition, no material weaknesses in the internal controls were found.

Minutes  
April 21, 2021

Meeting Minutes  
Chemeketa Board of Education  
March 17, 2021  
Page 4

Ed Dodson thanked Ken and Katie for their work.

**2021–2022 Sabbatical Leave Requests**

Theresa Yancey, Co-Chair of the Sabbatical Review Committee, stated there were six faculty sabbatical requests for 16 terms of leave. Theresa referred to the descriptions in the written report from the following faculty: Allison Tobey, English (three terms); Garth Fleming, Math (three terms); Joleen Schilling, Horticulture and Agriculture Science (three terms); Kevin Dye, English (one term); LeAnna Crawford, English (three terms); and Sara Dennison, English (three terms). Justus Ballard, English (three terms); and Dr. Jan VanStavern, English (one term) were approved last year; however, due to COVID they will be taking their sabbaticals in 2021–2022 as well. Board approval will be requested next month. Neva Hutchinson asked if a report or presentation could be brought back to the board detailing sabbatical outcomes. Don Brase, Executive Dean for General Education and Transfer Studies, stated this was a good suggestion and would look at a presentation for a future meeting.

**Exploring Bond Measure Feasibility**

Jessica stated in May 2008 Chemeketa Community College presented to the voters, and the voters approved, a 92-million-dollar bond levy. This report was brought forward to initiate an exploration of the viability of an additional bond in the next two or three years. This report is marking the beginning of that inquiry.

**Irrigation Technician Certificate of Completion**

Larry Cheyne, Interim Director for Agricultural Sciences and Technology, noted the Irrigation Technician Certificate is a one-year certificate spread over four terms. The main focus is on irrigation principles, water management systems, programmable logic control, and other technologies including artificial intelligence. In addition, this program includes a full term of internship in the industry prior to completion. Industry demand is very high due to tremendous growth over the last year in landscape, greenhouse, nursery, and the growth in this occupational area over the next decade will be above average according to the Oregon Employment Department.

Board approval will be requested next month. Ken Hector asked if students could maintain employment and go through the program at the same time. Larry said the program is set up so students can attend some of the classes remote or online, and if they are already working in the industry, the internship piece can be completed at that location.

**G. STANDARD REPORTS**

**Personnel Report**

David Hallett said the report stands as written. David mentioned the position change for Fantini Hernandez duplicated the entry on last month's report, and most of the new hire employees have worked at Chemeketa for years and are now moving into full-time roles. David thanked the departments which participate in onboarding new hires.

Minutes  
April 21, 2021

Meeting Minutes  
Chemeketa Board of Education  
March 7, 2021  
Page 5

**Budget Status Report**

Jim Eustrom briefly reviewed the budget status reports. Ken Hector asked if the percentages reflected on revenue and expenditures indicate a healthier ending balance and stronger carry forward at the end of the fiscal year than prior years. Katie Bunch said yes. A few property taxes are still coming in, and as long as the expenditures continue in the same vein things look good. Rich McDonald, Director of Budget and Finance, noted the savings are outpacing the small losses in resources. The major categories are looking good, but there are small losses in interest and miscellaneous items.

**Purchasing Report**

Jim Eustrom reported on three purchasing items. The Food Services Request for Proposal (RFP), Building 49 Remodel Invitation to Bid (ITB), and contract extension for Human Resource Training Services classes. Ken Hector asked why only the winning bid amount is listed and not all proposal bids. If all the bid information is provided, the board could see where the winning bid sits in relation to the other bids. Kevin Walther, Procurement Management Analyst, provided information on the purchasing process the college follows. Jim Eustrom stated staff would meet to work towards meeting the needs of the board on this request.

**Capital Projects Report**

Michael Kinkade, Associate Vice President of Operations, provided a winter storm damage update on the progress of cleaning up campus, and thanked staff for their work.

Rory Alvarez said his report stands as written, mentioned the Agriculture Complex is looking very good and that staff are completing the final punch list.

**Chemeketa Community College COVID-19 Health and Safety Operational Plan**

John McIlvain, Emergency and Risk Manager, announced there were no changes to the Chemeketa Community College COVID-19 Health and Safety Plan. John and Regalada Lombardi, Environmental Health and Safety Coordinator, have attended or reviewed over seven hours of public testimony regarding the proposed permanent rule that was discussed at February's board meeting. John shared some of the recurring themes from the testimony and mentioned written public comments can be submitted to OSHA through April 2. Ken Hector asked for a list of talking points for those interested in submitting public testimony. John will compile that information and send it to the board.

**Recognition Report**

Jessica Howard acknowledged all the employees in the written report.

**H. Action**

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

1. Acceptance of 2019–2020 Federal Single Audit Report [20-21-134]
2. Approval of College Policy #4030— Graduation Requirements [20-21-135]
3. Approval of Limited Residential Electrician Certificate of Completion [20-21-136]

Minutes  
April 21, 2021

Meeting Minutes  
Chemeketa Board of Education  
March 17, 2021  
Page 6

4. Approval of Contract Award for Admissions Management System [20-21-137]

The motion CARRIED.

**I. APPENDICES**

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

**J. FUTURE AGENDA ITEMS**

None were heard.

**K. BOARD OPERATIONS**

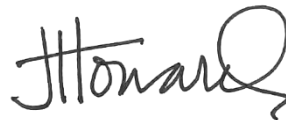
**L. ADJOURNMENT**

The meeting adjourned at 6:39 pm.

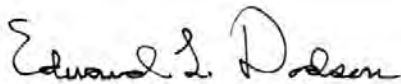
Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Chair

*April 21, 2021*

Date



## **ASSOCIATED STUDENTS OF CHEMEKETA (ASC)**

### **Prepared by**

Antonio Martinez, ASC Executive Coordinator

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### ASC / MULTICULTURAL STUDENT SERVICES (MSS) PAST EVENTS

#### Student Voices Across Countries 2021

- Yoshi Enomoto, ASC International student representative has organized an event bringing students from different continents and cultures together to discuss their life experiences and cultures. This event took place on February 26 at 1 pm. Twenty-six students attended this event.

#### Empowered Women, Empower Women

- In collaboration with Portland State University's Women Resource Center, Student Life will be hosting a conversation about women's empowerment and sharing stories to inspire one another. Previously scheduled when the winter ice storm occurred, this event was rescheduled and took place on April 13 from 1–2 pm.

#### Computer Information Systems (CIS)/Computer Science (CS) Workshop

- This workshop was open to any students interested in CIS or CS to learn the major differences and similarities between them, and to help students make a decision on their careers if interested in either of these majors. Faculty and alumni gave their insights to each program on April 16, from 1–2 pm.

**CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)**

**Prepared by**

Steve Wolfe, President—Chemeketa Faculty Association

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**DEANNA CONNOR COMMUNITY COLLEGE AWARD**

Kevin Furey, full-time economics instructor, is the 2021 recipient of the prestigious Oregon Education Association (OEA) Deanna Connor Community College Award. This is awarded annually to an OEA community college member whose contributions have had a positive impact on the advocacy of Oregon community colleges. Kevin has previously served as president of the CFA as well as bargaining team chair for the association.

At the state level, he has served on the OEA Community College Uniserv Council since 2010. In his eleven years on the council, Kevin has served in various roles: as vice president of the council; as a member of the Legislative Action Committee; as the liaison to the Higher Education Coordinating Commission (HECC); as the liaison to the Office of Community Colleges and Workforce Development (CCWD); and as the Community College Faculty Advisor to the State Board of Education. As a member of the Legislative Action Committee, Kevin testified many times before the state legislature or its subcommittees on such issues as accelerated learning and performance-based funding.

Congratulations and thanks to Kevin for his many years of advocacy.

## **CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)**

### **Prepared by**

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

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

Terry Rohse, President—Chemeketa Community College Classified Employees Association

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### **WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS**

- On March 15, 2021 Jacob LeMire began a Technology Analyst I position in Information Technology. Jacob previously worked as a part-time hourly employee.
- On April 5, 2021 Gail Sánchez was promoted from a temporary position to Department Technician II in the Education, Languages & Social Sciences department. Congratulations Gail!

### **WELCOME NEW CCA BOARD SECRETARY**

At the March 9 CCA Board meeting, Susana Garcia was voted into the Secretary position. Susana is a Career Pathways/STEP Navigator Coach in the Academic Development Department. Susana returns to Chemeketa and the CCA Board after working in a position for Marion County.

Susana is looking forward to serving on the CCA Board again and shared these thoughts: "I feel like I have a lot to contribute to the CCA Board. When I was working at the county it was quite shocking that classified employees had no idea nor interest in what their union was about. One of the things that I really admire from the board at Chemeketa is that you do a great job at keeping employees informed about their rights, you really look out for employees interests and you really strive to help classified employees take advantage of professional development opportunities." Welcome back, Susana!

## **CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION**

### **Prepared by**

Lynn Irvin, Vice President—Chemeketa Community College Exempt Association  
Marshall Roache, President—Chemeketa Community College Exempt Association

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The exempt board will soon be scoring scholarship applications and awarding several \$1,000 scholarships to Chemeketa students, hopefully during the months of April and May. The association is very proud to be able to award these scholarships. The funds are collected from dues, fundraising efforts and through the generosity of exempt employees who donate to the fund by contributing monthly through payroll deduction.

A general membership meeting was held on March 11 and the board unveiled a new, ongoing activity called, The Exempt Connection. Topics relevant to exempt employees will be highlighted. Several ideas were discussed and new ones were added to a google document. If interested in more detail, please access this link: [The Exempt Connection](#)

Exempt board members will meet remotely to discuss recruiting new exempt board members for next year.

## **PERS BONDS ISSUANCE**

### **Prepared by**

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

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College administration is currently evaluating the potential benefits and risks associated with issuing additional pension obligation bonds given the current low interest rate environment. These bonds, if issued in an economical manner and invested in a higher yielding portfolio, can potentially improve the ability of employers to pay their share of retirement obligations to the Oregon Public Employees Retirement System (PERS). The concept is to borrow at low interest rates and place the funds into a side account at PERS with the expectation that the earnings will be greater than the total cost of the debt. The side accounts provide a monthly rate credit for PERS obligations over the life of the account. A workshop, led by Carol Samuels from Piper Sandler, will be held for the Board of Education in late April to early May to provide detailed information on pension obligation bonds and answer any questions the Board may have. She will also provide information from a current analysis conducted by EcoNorthwest that evaluated the probability of success given current market conditions. If the Board agrees that pension obligation bonds are warranted, it will be requested to approve a resolution that allows the issuance of pension obligation bonds by no later than December 31, 2021, at a maximum true interest cost of 4.5 percent.

**BUDGET COMMITTEE MEMBER SELECTION PROCESS FOR  
VACANCIES IN ZONE 1 AND ZONE 5 FOR 2021–2024**

**Prepared by**

David Hallett, Vice President—Governance and Administration

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Budget Committee positions for Zones 1 and 5 expire June 30, 2021. In compliance with board policy number 1170, the following appointment process is recommended for Zones 1 and 5.

**ACTION NECESSARY UNDER BOARD POLICY/PROCEDURE NUMBER 1170**

Christopher Brantley, Zone 1 May appoint or advertise\*

Ray Beaty, Zone 5 Must advertise\*\*

**BUDGET MEMBER SELECTION TIMELINES AND PROCESS**

Openings Announced to Board of Education April 21

Approval of Selection Process and Timelines May 19

Legal Notice Published By or before June 23

Deadline for Applications to the President's Office July 30

Application Screening TBD

Appointment of New Budget Committee Members TBD

\* Policy 1170 states that a position filled by an incumbent who has served more than four years must be advertised; however, the incumbent may reapply if they wish to continue. It also states that a position filled by an incumbent who has served less than four years can be reappointed without advertising for additional applicants. Chris Brantley, Zone 1 has served less than four years and in compliance with Procedure 1170 can be reappointed by the board without public notice. Ray Beaty has served as an incumbent for more than four years. In compliance with Procedure 1170, Zone 5 must be advertised.

\*\*Procedure 1170 calls for the Board Chair to appoint a subcommittee of three (3) board members when a public notice is issued for a position or to recommend the reappointment of an incumbent committee member who has served four years or less. It is suggested that the subcommittee responsible for screening applications include board members from the zones where Budget Committee openings exist and one other board member, if needed.

The College Board of Education will be asked to approve the appointment process and the timelines for the selection of Budget Committee members for Zone 1 and Zone 5 at the May Board of Education Meeting.

**PROPOSED SCHEDULE OF COLLEGE  
BOARD OF EDUCATION MEETINGS FOR 2021–2022**

**Prepared by**

David Hallett, Vice President—Governance and Administration

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The following dates have been selected for the 2021–2022 College Board of Education meeting schedule. The dates fall on the third Wednesday of each month except for June 2022, scheduled for the fourth Wednesday of the month due to fiscal issues. The July 2022 and September 2022 meetings may be held at outreach centers or campuses. All other board meetings will be held via web conferencing or on the Salem Campus.

July 21

September 1—Board Work Session (TBA)

September 15

October 20

November 17

December 15

January 19

January 26—Board Work Session/Budget Orientation (TBA)

February 16

March 16

April 13—Budget Committee

April 20

April 27—Budget Committee (Optional)

May 18

June 22 (fourth Wednesday)

*Tentative 2022–2023*

July 20

Locations of these board meetings are tentative. The schedule for 2021–2022 will be brought back next month for approval, excluding the tentative date for July 2022.

## PRESIDENTIAL EVALUATION PROCESS

### Prepared by

Ed Dodson, Chair—Board of Education

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The annual performance evaluation of President Jessica Howard will be completed and reported to the public on June 23, 2021, in accordance with board policy and ORS 192.660(1)(i).

The following timeline is proposed for consideration of completing and reporting the annual presidential evaluation:

October	The president presents a draft of goals for the upcoming year with respect to her personal performance to the board.
November	Board agrees on the final set of goals for the upcoming year.
April	Board Information item on process used to evaluate the president
May/June	The annual formal evaluation process will begin in May with the president giving a presentation to the board based on her performance in the following areas:

#### Part I

- A. The Board of Education
- B. Management Competencies
  - B1. Achieves Results
  - B2. Communicates Effectively
  - B3. Facilitates Team Success
- C. The Community (Core Theme: Community Collaborations)
- D. Educational Planning and Leadership (Core Themes: Academic Quality, Access, and Student Success)
- E. Business, Finance, and Facilities (Core Theme: Access)
- F. College Personnel (Core Theme: Academic Quality)

#### Part II

Evaluation of Performance in Relation to the Annual College Strategic Initiatives

The president will indicate how her goals, with respect to her personal performance, were addressed.

Board members would use the attached President's Evaluation Worksheet to rate her performance and to make notes on what they would like to share and discuss with fellow board members in June.

Board members will agree on how the board wants to express their evaluation results.



Information-4  
April 21, 2021

June	<p>The board meets with the president in a special executive session to discuss the evaluation.</p> <p>The board chair and vice chair draft an evaluation reflecting the board's evaluation discussion and any summary comments.</p> <p>The board chair and vice chair meet with the president to present the draft evaluation document and edit any changes prior to the June board meeting</p> <p>The board chair and vice chair prepare a summary statement to be read at the June board meeting.</p> <p>The board publicly presents the compensation and contract recommendation at the June board meeting.</p>
Worksheet	(See attached copy)



Name \_\_\_\_\_

Date \_\_\_\_\_

### ANNUAL PRESIDENT'S EVALUATION

The President will be evaluated in the following categories. Using a compilation of the Board of Education's President's Evaluation Worksheet, notes should be provided to explain results in each category, especially for ratings of 1, 2, or 5.

#### PART I

##### A. The Board of Education

1) Keeps the board informed of the needs, issues, and operations of the college.
2) Offers professional advice to the board on matters requiring board action, with the appropriate recommendations based on careful study and analysis.
3) Maintains a professional working relationship with the board.
4) Recommends to the board for consideration changes in the college/board policies.
5) Recommends to the board the annual budget along with advice regarding the resources to fund the budget.
6) Has an understanding of, and demonstrates support for, governance and collective bargaining in an academic setting and conciliation in grievance processing.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

##### B. Management Competencies

###### B1. Achieves Results

1) Overcomes obstacles to complete projects successfully.
2) Effects outcomes that set high standards for others.
3) Achieves results that have a positive impact on the organization as a whole.
4) Seeks to improve own skills and knowledge

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

## B2. Communicates Effectively

1) Expresses thoughts clearly in writing.
2) Is an effective, articulate speaker.
3) Covers an issue thoroughly without overdoing it.
4) Communicates in a straightforward manner, even when dealing with sensitive topics.
5) Makes current information readily available to others.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

## B3. Facilitates Team Success

1) Resolves conflict fairly.
2) Creates an atmosphere of team cooperation over competition.
3) Builds consensus on decisions.
4) Leads team in formulating goals that complement the organization's mission.
5) Brings capable people into the group.
6) Uses the diverse talents and experiences of the group to maximum advantage.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

## C. The Community (Core Theme: Community Collaborations)

1) Gains respect and support from the community for the conduct of the college.
2) Maintains cooperative relationship with the news media.
3) Participates in community life and affairs.
4) Works effectively with public and private agencies.
5) Represents the views, policies and acts of the board to the public and legislative bodies.
6) Helps establish a sense of community.
7) Strengthens and advances the college's linkages and partnerships with business, industry and government.
8) Vigorously advocates for Chemeketa in particular and the community college movement in general, wherever possible, especially in statewide forums.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

**D. Educational Planning and Leadership (Core Themes: Academic Quality, Access, and Student Success)**

1)	Implements the philosophy of a comprehensive community college and provides quality education for all district residents.
2)	Organizes a planned program of curriculum development, emphasizing effective and innovative methodology, and practices to ensure student success in achieving their educational goals.
3)	Provides participatory procedures in curriculum work, utilizing the abilities and talents of the entire professional staff and lay people in the district.
4)	Provides opportunity for student leadership and participation in the college co-curricular activities.
5)	Provides a strong program of student support and enrollment services, including student recruitment, testing, placement, advising, orientation, and student success courses, as well as educational and career counseling and financial aid.
6)	Provides atmosphere for cultural pluralism and global perspective and a comprehensive plan for diversity at all levels.
7)	Displays knowledge and understanding of the appropriate management systems and planning strategies for an effective organization.
8)	Provides for ongoing evaluation and improvement of educational programs and support services.
9)	Fosters an environment in which teaching, learning, student access and success are central to the college's mission.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

**E. Business, Finance, and Facilities (Core Theme: Access)**

1)	Supervises fiscal operations in accordance with board policies and state/federal laws and rules, insisting on competent, efficient and prompt performance.
2)	Determines that funds are spent wisely and that adequate control and accounting are maintained.
3)	Evaluates financial needs and makes recommendations for adequate funding.
4)	Develops creative sources of revenue.
5)	Develops a sustainability (ecological) college-wide plan.
6)	Work with associations to obtain a settlement within Board of Education parameters.
7)	Continue to build buildings and infrastructure to serve immediate needs with flexibility to serve future needs.
8)	Explore and implement opportunities to leverage college resources including new partnerships.
9)	Continue to support the Chemeketa Foundation in its fundraising efforts.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

**F. College Personnel (Core Theme: Academic Quality)**

- |    |  |
|----|--|
| 1) | Develops and executes sound personnel procedures and practices, with particular attention to collective bargaining and implementation of agreements.                         |
| 2) | Recruits, recommends and assigns the most competent personnel available, taking affirmative action to ensure that those in protected classes are provided equal opportunity. |
| 3) | Encourages participation of staff members and faculty groups in college planning, procedures and policy development and implementation.                                      |
| 4) | Provides leadership in the development of college personnel at all levels.   |

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

**PART II – EVALUATION OF PRESIDENT’S PERFORMANCE IN RELATION TO THE ANNUAL COLLEGE STRATEGIC INITIATIVES.**

Notes:

**ADDITIONAL COMMENTS/OVERALL IMPRESSION:**

President Comments:

**Signatures:** This evaluation was reviewed with me by the College Board of Education. My signature does not necessarily indicate agreement or approval

President/CEO _____	Date _____
Board Chair _____	Date _____
Human Resources _____	Date _____

Revised May, 2020

## **SUSPENSION OF ADULT HIGH SCHOOL DIPLOMA PROGRAM**

### **Prepared by**

Sara Hastings, Dean—High School Partnerships  
Holly Nelson, Executive Dean—Regional Education and Academic Development  
Jim Eustrom, Vice President—Academic Affairs/Campus President, Yamhill Valley

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The Chemeketa Adult High School program currently offers an Adult High School Diploma. This program was initially designed to support adult learners who wanted to complete a High School Diploma. Over the past few years this program has experienced a significant decrease in enrollment. A critical element of the diploma is that students register and complete credit bearing college courses to fulfill high school requirements. This program must be completed without financial aid as students enrolled in the program do not qualify for federal aid. The financial burden, along with a limited student interest in the program, has been reflected in the low enrollment and completion of the program.

The College Board of Education will be asked to approve the suspension of the Adult High Diploma program at the May board meeting.

## **PERSONNEL REPORT**

### **Prepared by**

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

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### **NEW HIRES**

Pamela Y. Fantroy, Public Safety Dispatcher—Public Safety, College Support Services Division, 100 percent, 12-month assignment, Range A-4, Step 2.

Savanna N. Mullan, Payroll Manager—Human Resources, Governance and Administration Division, 100 percent, 12-month assignment, Range C-3, Step 3.

Gail Sánchez, Department Technician II—Education, Languages & Social Sciences, General Education and Transfer Studies Division, 100 percent, 12-month assignment, Range B-2, Step 4.

### **RETIREMENTS:**

Daniel A. “Dan” Loop, Systems Analyst—Information Technology, College Support Services Division, effective May 31, 2021.

Johnny L. Mack, Executive Dean-Career and Technical Education—Academic Affairs Division, effective April 30, 2021.

### **SEPARATIONS**

Julie D. Schonbachler, Technology Analyst II—Information Technology, College Support Services Division, effective April 2, 2021.

Terry S. Walther, Financial Services Specialist—Human Resources, Governance and Administration Division, effective April 8, 2021.

Timothy D. Weber, Instructional Coordinator/Analyst II—Agricultural Sciences and Technology, Regional Education and Academic Development Division, effective February 28, 2021.

## **BUDGET STATUS REPORT**

### **Prepared by**

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

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The financial reports of the general fund and investments for the period from July 1, 2020, through March 31, 2021, are attached.

The following items are included in the report:

- General Fund Revenue and Expense Statement
- General Fund Budget Status Report
- Status of Investments as of March 31, 2021
- Quarterly Update of Other Funds



**Chemeketa Community College**  
**Statement of Resources and Expenditures**  
**As of March 31, 2021**

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
<b>Resources:</b>				
Property Taxes	24,050,000	23,499,075	97.71%	(550,925)
Tuition and Fees	24,010,000	19,838,854	82.63%	(4,171,146)
State Appropriations - Current	26,033,806	26,151,353	100.45%	117,547
State Appropriations - Carryover from FY20	8,816,194	8,816,194	100.00%	-
Indirect Recovery	1,890,000	1,035,565	54.79%	(854,435)
Interest	1,200,000	652,841	54.40%	(547,159)
Miscellaneous Revenue	460,000	175,130	38.07%	(284,870)
Transfers In	100,000	-	0.00%	(100,000)
Fund Balance	10,000,000	11,918,463	119.18%	1,918,463
<b>Total Resources</b>	<b>96,560,000</b>	<b>92,087,475</b>	<b>95.37%</b>	<b>(4,472,525)</b>
<b>Expenditures:</b>				
Instruction	36,666,945	23,692,260	64.61%	12,974,685
Instructional Support	13,196,315	7,284,752	55.20%	5,911,563
Student Services	8,547,451	5,573,169	65.20%	2,974,282
College Support Services	18,735,454	11,080,222	59.14%	7,655,232
Plant Operation and Maintenance	7,313,835	4,301,593	58.81%	3,012,242
Transfers and Contingency	10,600,000	2,998,451	28.29%	7,601,549
<b>Total Expenditures</b>	<b>95,060,000</b>	<b>54,930,447</b>	<b>57.79%</b>	<b>40,129,553</b>
<b>Unappropriated Ending Fund Balance</b>	<b>1,500,000</b>			

Standard Report-2  
April 21, 2021

Chemeketa Community College  
Budget Status Report  
As of March 31, 2021

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	9,393,434.00	6,127,481.80	2,140,413.45	1,125,538.75
6120	Classified Salaries	13,342,498.00	8,499,091.40	2,972,853.92	1,870,552.68
6124	Part-Time Hourly & Student Wages	1,410,065.00	373,944.99	-	1,036,120.01
6130	Faculty Salaries	17,518,704.00	12,307,553.26	3,599,282.06	1,611,868.68
6132	Part-Time Faculty	6,973,969.00	3,316,672.25	495.24	3,656,801.51
6510	Fixed Fringe Benefits	10,127,376.00	6,612,389.22	-	3,514,986.78
6511	Variable Fringe Benefits	15,657,076.00	9,544,506.39	-	6,112,569.61
6512	Other Fringe Benefits	380,000.00	193,610.00	-	186,390.00
<b>Subtotal Personnel Services</b>		<b>74,803,122.00</b>	<b>46,975,249.31</b>	<b>8,713,044.67</b>	<b>19,114,828.02</b>
					<b>62.80%</b>
Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,742,588.00	399,236.59	768.00	1,342,583.41
720	Equipment \$500-\$4,999	284,263.00	64,858.68	2,250.80	217,153.52
7300	Legal Services	106,176.00	31,562.49	15,300.00	59,313.51
7310	Insurance	639,162.00	629,184.50	-	9,977.50
7320	Maintenance	441,134.00	205,445.55	14,222.00	221,466.45
7330	Communications	950,439.00	433,528.66	-	516,910.34
7340	Space Costs	1,887,134.00	886,226.27	29,276.13	971,631.60
7350	Staff Development	126,991.00	26,157.33	-	100,833.67
7360	Travel	388,140.00	7,211.82	-	380,928.18
7370	Other Services	2,858,981.00	2,179,294.52	396,331.56	283,354.92
7550	Capital Outlay	231,870.00	94,039.70	1,166.10	136,664.20
8150	Transfers Out	5,600,000.00	2,998,451.45	-	2,601,548.55
8500	Contingency	5,000,000.00	-	-	5,000,000.00
<b>Subtotal Non-Personnel Services</b>		<b>20,256,878.00</b>	<b>7,955,197.56</b>	<b>459,314.59</b>	<b>11,842,365.85</b>
					<b>39.27%</b>
<b>Report Totals</b>		<b>95,060,000.00</b>	<b>54,930,446.87</b>	<b>9,172,359.26</b>	<b>30,957,193.87</b>
					<b>57.79%</b>

**STATUS OF INVESTMENTS AS OF MARCH 31, 2021**

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 3-31-2021</u>
Oregon Short-Term Fund - General	3-31-2021	On demand	\$29,687,771.83	0.60%
Oregon Short-Term Fund - Capital	3-31-2021	On demand	\$8,811,236.11	0.60%
<u>Other Investments</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
Treasury Note – United States Treasury	12-11-2019	03-31-2021	\$1,995,898.03	1.601%
Treasury Bill – United States Treasury	11-27-2020	04-22-2021	\$1,999,594.44	0.051%
Corporate Note – US Bank	01-08-2021	04-26-2021	\$1,012,800.00	0.148%
Corporate Note – Royal Bank of Canada	12-09-2019	04-30-2021	\$2,045,933.33	1.774%
Commercial Paper - Natixis Banking Company	01-07-2021	05-03-2021	\$1,999,226.67	0.122%
Commercial Paper – British Columbia Prov.	01-07-2021	05-06-2021	\$1,999,471.11	0.081%
Corporate Note – Lloyds Bank	12-09-2019	05-07-2021	\$2,045,486.67	1.870%
Commercial Paper – Exxon Mobile	11-25-2020	05-13-2021	\$3,997,371.11	0.142%
Commercial Paper – Toyota Motor Credit	11-25-2020	05-19-2021	\$1,998,541.67	0.152%
Commercial Paper – MUFG Banking	01-11-2021	06-07-2021	\$ 999,387.50	0.152%
Corporate Note-Toronto Dominion Bank	11-30-2020	06-11-2021	\$2,063,273.89	0.160%
Corporate Note – Walmart Inc.	12-20-2019	06-23-2021	\$2,074,589.17	1.647%
Treasury Bill – United States Treasury	01-26-2021	06-24-2021	\$1,999,710.28	0.035%
Corporate Note – Toyota Motor Credit Corp.	12-20-2019	07-20-2021	\$2,071,165.00	1.735%
Corporate Note – Microsoft Corp.	01-21-2020	08-08-2021	\$2,015,356.11	1.507%
Corporate Note – Shell International	01-21-2020	09-12-2021	\$2,016,661.67	1.622%
Treasury Note – United States Treasury	01-17-2020	10-31-2021	\$2,007,448.57	1.471%
Treasury Note – United States Treasury	01-17-2020	11-15-2021	\$2,060,271.92	1.473%

13 week Treasuries 0.03% as of 3/31/2021

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

**Chemeketa Community College**  
**Quarterly Update of Other Funds**  
**July 1, 2020 - March 31, 2021**

	<b>FUND #</b>	<b>RESOURCES</b>	<b>OBLIGATIONS</b>	<b>BALANCE</b>
Auxiliary Services	680	\$ 5,573,238	\$ 2,032,172	\$ 3,541,066
Self-Supporting Services	2000	22,147,429	14,280,909	7,866,520
Intra-College Services	2800	10,287,619	4,503,148	5,784,471
Student Government, Clubs & Newspaper	7200	135,288	2,484	132,804
Athletics	7500	222,131	128,628	93,503
<b>TOTAL</b>		<b>\$ 38,365,705</b>	<b>\$ 20,947,341</b>	<b>\$ 17,418,364</b>

	<b>FUND #</b>	<b>BUDGET</b>	<b>OBLIGATIONS</b>	<b>BALANCE</b>
Reserve Funds	2650 & 670000	\$ 1,200,000	\$ -	\$ 1,200,000
Regional Library	2600	4,300,000	3,025,494	1,274,506
Capital Development	6000-6500	23,600,000	7,462,707	16,137,293
Student Financial Aid	4200	66,567,500	33,027,362	33,540,138
Special Projects	3000	16,325,000	12,348,495	3,976,505
Debt Service	590	36,250,000	2,097,439	34,152,561
<b>TOTAL</b>		<b>\$ 148,242,500</b>	<b>\$ 57,961,497</b>	<b>\$ 90,281,003</b>

## **PURCHASING REPORT**

### **Prepared by**

Mariah Dooley, Procurement Analyst  
Katie Bunch, Director—Business Services  
Jessica Howard, President/Chief Executive Officer

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### **STUDENT SUCCESS AND RETENTION MANAGEMENT SYSTEM**

A Request for Proposals for a Student Success and Retention Management System will be advertised in May, 2021 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 July 2021 meeting.

## CAPITAL PROJECTS REPORT

### Prepared by

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

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### PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- Building 9 Chillers  
The college is continuing work with Energy Trust of Oregon and RACI, an engineering consultant, on design documents so new chillers can be installed.
- Building 49  
The college is testing the building for hazardous materials before demo begins as well as working at completing architectural plans before beginning the project.

### CURRENT AND COMPLETED CAPITAL PROJECTS

- Agricultural Complex  
Exterior Projects: Work is continuing on completing all punch list items. The contractor is working on a schedule to complete PGE Grant added solar work.

Interior Projects: The college has received a temporary certificate of occupancy (TCO) from the Marion County inspector. All classroom and office furniture are onsite and being placed in rooms. The greenhouse is on order, and the hoop house is on site. Final exterior punch list items are being completed.

See Appendix–2; Campus Map pages 51–52.

## **INSTITUTIONAL ADVANCEMENT FOUNDATION QUARTERLY REPORT**

### **Prepared by**

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

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### **2021–2022 SCHOLARSHIP APPLICATION OPEN**

The Foundation's scholarship application window opened Monday, February 1 for current and prospective Chemeketa students to apply for scholarships for the 2021–2022 academic year. Due to the college closures in February caused by the ice storms and the ongoing pandemic, the scholarship application deadline was extended until April 15. Foundation staff will work quickly to award as many scholarships as possible before the end of spring term to catch students before they leave for the summer. Otilia Morales in the Foundation Office organized the necessary changes for the scholarship application, and Jim Porter from Information Technology implemented the updates for the application to go live February 1. Currently, just over 1,000 scholarship applications have been submitted.

### **2021 VIRTUAL STARS RECEPTION**

The annual STARS Reception will be going virtual for 2021. The pre-recorded event will be streamed and available to view by all Foundation donors, supporters, and the community at large, including Chemeketa Foundation's top donors, the college's administration, staff and faculty, elected officials, area businesses leaders, community organizations, and scholarship recipients and their family members. For the first time ever, attendance will not be limited seating, and the entire event will be available to stream at the viewers' convenience. Students and sponsors will send in their videos to the Marketing Department and Marie Hulett will produce the event.

### **2020 FOUNDATION ANNUAL REPORT**

The 2020 Foundation annual report is underway and will be sent out to donors, community leaders, and college partners over the next few months. The Foundation is working with the marketing department and a graduate of the Chemeketa Visual Communications program on design and production.

### **SELMA PIERCE MEMORIAL BENCH**

The Foundation Board of Directors and Foundation staff have contributed funds for the purchase and installation of a memorial bench in Selma Pierce's memory. Selma tragically passed away in December of 2020. She was an integral member of the Foundation board and a pillar in the community. The bench will be installed in May 2021 in front of the dental clinic on the Salem Campus. A small dedication ceremony will take place honoring Selma's incredible work in the community.

Standard Report-5  
April 21, 2021

FOUNDATION BOARD TRAINING

Local fundraising consultant Amy Varga will host two training sessions with the Foundation Board of Directors in April. These sessions will help the board reconnect with why they serve, cover fundraising best practices, and touch on how to be effective ambassadors for the Foundation.

QUARTERLY DONATION REPORT

The total amount of cash contributions for January 1, 2021–March 31, 2021 is \$113,777.70.  
The total valuation of in-kind contributions during January 1, 2021–March 31, 2021 is \$37,389.61.



**GRANT ACTIVITIES  
FOR JANUARY 2021–MARCH 2021**

**Prepared by**

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

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**GRANTS SUBMITTED—January 2021–March 2021**

<b>Grantor</b>	<b>Department</b>	<b>Descriptions</b>	<b>Amount</b>
PGE Foundation	Governance & Administration—Foundation, Student Development and Learning Resources (SDLR)—College Access Programs	Be First: Provides comprehensive recruiting, bridging and scholarship support for students from McKay high school to encourage college going for students who may not see themselves as "college material." Submitted January 9, 2021.	\$25,000
U.S. Health Resources and Services Administration (HRSA) Nursing Workforce Diversity	Career and Technical Education (CTE)—Nursing	Provides staffing and scholarships to increase diversity of Nursing program degree attainers. Five-year grant. Submitted January 19, 2021.	\$1,904,651
U.S. Department of Agriculture (USDA), Hispanic Serving Institution (HSI)	Regional Education and Academic Development (READ)—Agricultural Sciences and Technology	Provides paid internships and mentoring to increase Hispanic student participation in Agricultural Sciences. Submitted January 26, 2021.	\$274,590
Oregon Department of Agriculture Specialty Crop	READ—Agricultural Sciences and Technology	Partnership for student research project on Dry Farming with OSU. Provides funds for student pay and equipment. Submitted January 31, 2021.	\$88,606

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USDA Secondary Education, Two-Year Postsecondary Education, and Agriculture in the K-12 Classroom Challenge Grants (SPECA)	READ—Agricultural Sciences and Technology	Partnership with Salem Keizer Career and Technical Education Center (CTEC) AgriScience program to develop pathways for CTE students to earn credits and certificates while in high school. Funds a coordinator and student scholarships. Submitted February 4, 2021.	\$149,864
National Science Foundation (NSF) HSI	General Education and Transfer Studies (GETS)—Math	Pilots STEM supported cohort and the faculty community of practice in culturally responsive STEM teaching. Funds scholarships, faculty professional development. Submitted February 10, 2021.	\$199,900
U.S. Department of Education, Talent Search	SDLR—College Access Programs-Talent Search	Funds Talent Search college readiness support program at McKay and North High Schools and their feeder middle schools. Five-year grant at \$301,784 per year. Submitted February 24, 2021	\$1,508,920
First Tech Credit Union	GETS—Chemistry	Funds Virtual Reality devices to enhance teaching of chemistry concepts. Submitted February 28, 2021.	\$9,400
USDA, Beginning Farmer and Rancher Development	READ—Agricultural Sciences and Technology	Funds planning for an Incubator Farm adjacent to Agricultural Complex. Submitted March 24, 2021.	\$49,697
Educators of America	GETS—Chemistry	Funds Virtual Reality devices to enhance teaching of chemistry concepts. Submitted March 24, 2021.	\$4,600
Travel Oregon	READ—Wine Studies	Funds interpretive Trail about the history of winemaking in the Mid-Willamette Valley overlooking the vineyards at the Northwest Wine Studies Center. Submitted March 31, 2021.	\$45,700
<b>Total:</b>			<b>\$4,260,929</b>

Standard Report-6  
April 21, 2021

**GRANTS PENDING NOTIFICATION—Grants submitted prior to the current quarter**

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
U.S. Department of Education (USDOE), Institutional Resilience and Expanded Postsecondary Opportunity (IREPO)	READ—High School Programs	Expands dual credit opportunities, supports new models for remote instruction, provides free college course for spring high school grads. Submitted October 2021.	\$1,544,971

**GRANTS DECLINED—January 2021–March 2021**

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
PGE Drive Change Fund	College Support Services Division (CSSD)—Facilities	Funding for electric van as well as upgrading and adding campus electric vehicle charging stations to increase community experience with and access to innovative electric vehicle infrastructure. Submitted August 30, 2020.	\$212,809
U.S. DOE Fund for the Improvement of Postsecondary Education (FIPSE)	Governance and Administration (GA)—Chemeketa Press	Collaboration with Open Education Library Services and Oregon Universities and Community Colleges. Chemeketa Press would assist in creating and publishing Oregon Educational Resources for Criminal Justice and Human Development and Family Services courses statewide. Submitted November 16, 2020.	\$531,156

**GRANTS AWARDED**

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
U.S. Department of Labor Strengthening Community Colleges	CTE—Computer Information Sciences	Consortium with other Oregon community colleges to improve Cyber Security and Advanced Manufacturing options. Submitted October 8, 2020.	\$320,000
Portland General Electric (PGE) Renewable Development Fund	CSSD—Facilities	Funds photovoltaic panels within the Agricultural Complex, creating Net Zero Energy. Result: significant long-term financial savings to the college and modelling sustainable practices. Submitted July 31, 2020.	\$116,972

Standard Report-6  
April 21, 2021

Oregon Strong Start to Finish	GETS—Math	Funds curriculum development and professional development for corequisite math courses to improve student persistence. Submitted December 14, 2020.	\$9,500
ODE American Indian (AI)/Alaskan Native (AN) Educator Success	CTE—Early Childhood Education, GA—Chemeketa Press	Funds a cohort of AI/AN students and those who provide childcare to AI/AN children to acquire preschool certification. Also funds the development, piloting and dissemination of a high-quality ECE instructor's manual responsive to AI/AN culture and history through the Chemeketa Press. Submitted December 11, 2020.	\$120,660
Student Centered Design Benefits for Success CTE Academy	CTE	Faculty stipend and technical assistance to increase student success through better utilization of student financial supports	\$3,500
Oregon Department of Agriculture / Oregon Association of Nurseries	READ—Agricultural Sciences-Horticulture	Funds equipment and supplies for Bio Control research project for reducing pesticide use on nursery plants by employing beneficial insects. Includes insect rearing set up, compost tea equipment and student researcher wages. Submitted September 30, 2020.	\$17,341
PGE Foundation	GA—Foundation, SDLR—College Access Programs	Be First: Provides comprehensive recruiting, bridging and scholarship support for students from McKay high school to encourage college going for students who may not see themselves as "college material." Submitted January 9, 2021.	\$10,000
PGE	GA—oundation	Grant in appreciation of work to support citizens impacted by ice storm. Will apply to Be First Project above.	\$15,000
<b>Total</b>			<b>\$612,973</b>

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

**Prepared by**

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

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

## RECOGNITION REPORT

### Prepared by

Jessica Howard, President/Chief Executive Officer

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

Liliana Landa-Villalba, CAMP and iSTART Coordinator, was selected and participated in The Moth Storytelling Workshops on Economic Security and Mobility. The Moth is an internationally-acclaimed organization dedicated to the art and craft of personal stories told live and works closely with individuals from around the world to elevate stories that highlight world issues, dissolve stereotypes, and bridge social divides. Liliana shared her story to bring awareness to the farmworker population and in honor of National Farmworkers Awareness Week March 25–31, 2021. Liliana's story can be found at the following link:

<https://sites.google.com/chemeketa.edu/mymothstory/home> *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

Chris Corlies, graduate from Chemeketa's Building Inspection Technology program, was mentioned in the March 25, 2021, International Code Council Building Safety Journal weekly newsletter. Chris was recently hired as a Building Inspector with Northwest Code Professionals. *(Core Theme: Student Success—Students' progress and complete their educational goals.)*

Wine from Chemeketa Cellars received awards at the 2021 SavorNW Wine Competition including: Gold for 2018 Mourvedre; Silver for 2018 Syrah, 2019 Pinot Blanc, 2019 Viognier, and NV Red Table Wine; and Bronze for 2017 Pinot Noir. SavorNW is one of the largest competitions exclusively evaluating Northwest wines and is open to wineries with fruit grown in Oregon, Washington, Idaho and British Columbia. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

A team of Student Affairs and Institutional Research and Reporting (IRR) professionals NATALIE BEACH, MIKE EVANS, HEIDI GILLIARD, MANUEL GUERRA, and YESSICA NAVARRO responded to an Executive Team question about student technology needs going into spring term. The group committed to designing a survey that was short, focused on actionable data, connected participants to immediate support, allowed Spanish and English options, and revealed gaps in students' understanding of resources and illuminated potential uses of federal funds. The team in the Library reached out to 88 students who asked to be contacted; they learned that a number of students (and staff) were unaware of free access to MS Office 365, and internet access was a challenge due to the number of users in a household. All data was disaggregated to reveal equity gaps. The survey is available for teams developing options for use of federal CRRSAA (CARES II) and ARPA (CARES III) funds. This team acted quickly and effectively to collect actionable data and guiding information. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Standard Report-8  
April 21, 2021

Chemeketa Community College earned top ranking for one of the Best Online Hospitality Management Degree Programs for 2021, with a unique distinction for Most Affordable by Intelligent.com. The comprehensive research guide is based on an assessment of 1,280 accredited colleges and universities. Each program is evaluated based on curriculum quality, graduation rate, reputation, post-graduate employment, and then calculated through a unique scoring system. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Kevin Furey, full-time economics instructor, is the 2021 recipient of the prestigious Oregon Education Association (OEA) Deanna Connor Community College Award. This is awarded annually to an OEA community college member whose contributions have had a positive impact on the advocacy of Oregon community colleges. Kevin has previously served as president of the CFA as well as bargaining team chair for the association.

At the state level, he has served on the OEA Community College Uniserv Council since 2010. In his eleven years on the council, Kevin has served in various roles: as vice president of the council; as a member of the Legislative Action Committee; as the liaison to the Higher Education Coordinating Commission (HECC); as the liaison to the Office of Community Colleges and Workforce Development (CCWD); and as the Community College Faculty Advisor to the State Board of Education. As a member of the Legislative Action Committee, Kevin testified many times before the state legislature or its subcommittees on such issues as accelerated learning and performance-based funding. Congratulations and thanks to Kevin for his many years of advocacy. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

At the request of BRIAN CISNEROS, a student in the Building Inspection Program who serves as the President of the Chemeketa Student Chapter of the International Code Council (CCICC), Governor Kate Brown has issued a proclamation designating May as Building Safety month. *(Core Theme: Student Success—Students' progress and complete their educational goals.)*

**APPROVAL OF 2021–2022 FACULTY SABBATICAL LEAVE REQUESTS  
[20-21-139]**

**Prepared by**

Theresa Yancey and Peter Hoelter, Sabbatical Review Committee Co-Chairs  
Jim Eustrom, Vice President—Academic Affairs/Campus President, Yamhill Valley

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In accordance with the collective bargaining agreement between the college and the faculty association, sabbatical leaves are granted to employees for the purpose of professional development. The proposed activities must have value to the applicant, the department, and the college. The bargaining agreement limits sabbatical leaves to four percent of total faculty; a total of 24 terms of faculty sabbatical leave are available for the 2021–2022 academic year.

The Sabbatical Review Committee reviews submitted application requests. The committee is composed of six members, three faculty members appointed by the faculty association and three staff members selected by the college administration. The committee reviews requests for leave following criteria and guidelines developed jointly by the faculty association and the college as a part of its selection and recommendation process.

In the application and request cycle for 2021–2022 sabbatical leaves, six (6) faculty members, requesting sixteen (16) terms of leave, submitted proposals to the Sabbatical Review Committee. The Sabbatical Review Committee recommends the six (6) requests for a total of sixteen (16) terms of leave. Academic and Student Affairs concur with the determination of the committee. Five (5) terms remain available for faculty application for one-term spring 2022 sabbatical leaves. This total includes one (1) applicant with three (3) terms deferred from 2020–2021.

It is recommended that the College Board of Education approve the recommended faculty sabbatical leave requests for the 2021–2022 academic year.

**2021–2022 Faculty Sabbatical Application Summaries**

Allison Tobey—English, 3 terms

The capstone of the sabbatical proposal is completing a 55-page poetry manuscript by developing a consistent writing and revising practice, collaborate with writers both inside and outside of the Chemeketa Community (fostering an opportunity for future collaboration), and complete a literature review of text focused on poetic tools and theory. The Sabbatical goal is to complete a manuscript that has been in the works, and present it for publication. This achievement of this goal will bring new vigor to the teaching of said material in both ENG106 and WR242 courses

Garth Fleming—Math, 3 terms

Proposes to acquire a deeper insight in editing and design software, which are commonly used in STEM, and study the “Foundation of Elementary Mathematics (MTH 211/212/213)” series and its alignment with high school curriculum as well as state-wide guidelines, in order to compose a set of complete course materials (lecture notes, lab materials and exams). The main outcome of this sabbatical would be the first part of a complete set of course materials for the Math Program’s course “Foundation of elementary Mathematics (MTH 243)”.



Action-1  
April 21, 2021

Joleen Schilling—Horticulture and Agriculture Science, 3 terms

The sabbatical time requested will allow the applicant who has been selected, to participate in the 2021–2022 Longwood Gardens Fellowship program. The fellowship focuses on leadership education and development in public horticulture. Attending this program would allow the faculty member to focus on leadership development. The sabbatical goal is to gain knowledge, skills and experience from the fellowship program and apply it to the team of faculty and staff.

Kevin Dye—English, 1 term (W)

Purposes to use winter term to read extensively in current scholarship and increase mastery and depth of knowledge in twentieth-century American literature with a focus on primary works by the five representative authors that are part of the curriculum in the ENG254 course. This time will allow for a deeper understanding of African American, LatinX and immigrant American literature and cultures through deeper reading in the broader scholarship. In addition to deeper reading there is a plan to explore and gather new multimedia documents, art, music and film resources to enrich faculty member's courses.

LeAnna Crawford —English, 3 terms

Proposes to further educate themselves in three specific areas: First area is the Spanish language acquisition to acquire at least conversational fluency by the end of the sabbatical term. Second area is Rhetoric and Composition theory to update and enhance knowledge of Rhet/Comp theory and increase knowledge base around both contemporary Rhet/Comp theory and multimodal compositions which became a part of Chemeketa's composition series over the last few years as a result of changing Oregon Writing and English Advisory Committee (OWEAC) outcomes. Third area is Literary Fiction, to spend focused time increasing knowledge by reading and studying literary fiction.

Sara Dennison—English, 3 terms

Proposes to accomplish three large scale-projects for a year-long sabbatical: First is to become better equipped to facilitate students in creative writing workshop courses WR240–WR245 by obtaining training with Amherst Writers and Artists. The second project is to become a certified ikigai coach and build a coaching website, which will have postings of relevant resources for makers/professionals on designing a workshop or workshop series; and developing a forum for faculty/staff enrichment. The third project is to spend a year wholly immersed in the craft as a fiction writer to honor applicant's ikigai and by completing their third year within a terminal degree for a Masters of Fine Arts program with the University of Alaska Anchorage, this will better serve writing students. The applicant's time will also be spent on reading and reviewing relevant scholarships within the discipline, composing an article about relevant craft issues, and working toward completion of a first fiction book.

Approved Sabbatical deferred from 2020–2021

Justus Ballard—English, 3 terms

Proposes to take three terms of First Year Spanish at Portland Community College to learn Spanish and to gain understanding of second language learner's experience as well as the new student experience.

24 terms available

6 applicants—16 terms

1 applicant—3 terms (deferred from 2020–2021)

**APPROVAL OF IRRIGATION TECHNICIAN CERTIFICATE OF COMPLETION  
[20-21-140]**

**Prepared by**

Larry Cheyne, Interim Director—Agricultural Sciences and Technology  
Holly Nelson, Executive Dean—Regional Education and Academic Development  
Jim Eustrom, Vice President—Academic Affairs/Campus President, Yamhill Valley

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As the nation-wide demand for nursery products grows, the industry's labor shortage continues to persist (Bell, 2019). The 2017–2027 employment projections for Oregon's farmworkers and laborers, crop, nursery and greenhouse workers indicate growth by 12 percent for the state and 15.3 percent for the Mid-Willamette Valley (State of Oregon Employment Department, 2019). Filling the industry's 1,622 annual job openings with qualified labor is a challenge. Surveys conducted by *Nursery Management* (November, 2018) show 51 percent of respondents reporting "insufficient availability of qualified labor in the market" as the cause for limited new hires in the past 12 months.

Besides facing shortages of qualified labor, the nursery industry also faces scarcity of water. Oregon's population grew 9.4 percent between 2010 and 2018 (U.S. Census Bureau). The increasing demand on water, coupled with rising electricity and water costs, necessitates a nursery workforce who are informed in nursery production systems and equipped to manage the state's scarce water supplies (Pacific Northwest Extension, July 2018). Nursery recruits as well as mid-career employees looking to advance into mid-management will need to be well-versed in Oregon's irrigation and water conservation issues.

The Irrigation Technician program will provide students with hands-on training and education in irrigation system design, operation, scheduling, and troubleshooting. The program advisory committee has recommended the Irrigation Technician Certificate of Completion include internship opportunities with industry and a comprehensive review of irrigation systems. The committee believes industry demand, coupled with early exposure to irrigation technology, will increase the likelihood of program completion and success in the job market for students. The average starting annual salary is approximately \$34,000.

The Irrigation Certificate prepares students to enter the workforce as:

- Irrigation Designers
- Installation Foreman
- Service Technician
- Sales Personnel

After completing the Irrigation Certificate students will be prepared to pass the exam for either the Certified Agricultural Irrigation Specialist (Irrigation Association) or the Specification for Irrigation System: Installation and Maintenance Certification Programs (EPA WaterSense).

The above recommendations were approved by the Horticulture Program Advisory Committee on November 13, 2020 and the college's Curriculum Committee on March 3, 2021.

It is recommended that the College Board of Education approve the Irrigation Technician Certificate of Completion.

**APPROVAL OF IRRIGATION TECHNICIAN CERTIFICATE OF COMPLETION**

<b>Course No.</b>	<b>Course Title</b>	<b>Cr Hrs</b>
<b>Term 1</b>		
MTH081	Technical Mathematics 1	4
SOIL205	Soil Science	4
HOR111	Introduction to Horticulture	3
HOR130	Irrigation Principles and Practices	3
	<b>Total</b>	<b>14</b>
<b>Term 2</b>		
MTH082	Technical Mathematics 2	4
ELT100	Electronics Fundamentals for Non-majors	4
MT227A	Pneumatics and Hydraulics Fundamentals	3
HOR275	Innovative Water Strategies	2
	<b>Total</b>	<b>13</b>
<b>Term 3</b>		
HOR135	Irrigation Controllers and Instrumentation	4
HOR140	Pump Applications	3
HOR145	Irrigation Design and Components	3
HOR150	Irrigation Blueprint Reading and Sketching	2
	<b>Total</b>	<b>12</b>
<b>Term 4</b>		
HOR280	Horticulture Internship	5
	<b>Total</b>	<b>5</b>
	<b>TOTAL CERTIFICATE HOURS</b>	<b>44</b>

**APPROVAL OF GRANTS AWARDED  
JANUARY 2021–MARCH 2021  
[20-21-141]**

**Prepared by**

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

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

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
U.S. Department of Labor Strengthening Community Colleges	Career and Technical Education (CTE)—Computer Information Sciences	Consortium with other Oregon community colleges to improve Cyber Security and Advanced Manufacturing options. Submitted October 8, 2020.	\$320,000
Portland General Electric (PGE) Renewable Development Fund	College Support Services Division (CSSD)—Facilities	Funds photovoltaic panels within the Agricultural Complex, creating Net Zero Energy. Result: significant long-term financial savings to the college and modelling sustainable practices. Submitted July 31, 2020.	\$116,972
Oregon Strong Start to Finish	General Education and Transfer Studies (GETS)—Math	Funds curriculum development and professional development for co-requisite math courses to improve student persistence. Submitted December 14, 2020.	\$9,500
Oregon Department of Education (ODE) American Indian/Alaskan Native Educator Success	CTE—Early Childhood Education (ECE), Governance and Administration (GA)—Chemeketa Press	Funds a cohort of AI/AN students and those who provide childcare to AI/AN children to acquire preschool certification. Also funds the development, piloting and dissemination of a high-quality ECE instructor's manual responsive to AI/AN culture and history through the Chemeketa Press. Submitted December 11, 2020.	\$120,660

Action-3  
April 21, 2021

Oregon Department of Agriculture/ Oregon Association of Nurseries	Regional Education and Academic Development (READ)— Agricultural Sciences- Horticulture	Funds equipment and supplies for Bio Control research project for reducing pesticide use on nursery plants by employing beneficial insects. Includes insect rearing set up, compost tea equipment and student researcher wages. Submitted September 30, 2020.	\$17,341
PGE Foundation	GA—Foundation, Student Development and Learning Resources (SDLR)—College Access Programs	<i>Be First</i> Provides comprehensive recruiting, bridging and scholarship support for students from McKay high school to encourage college going for students who may not see themselves as "college material." Submitted January 9, 2021.	\$10,000
PGE	GA—Foundation	Grant in appreciation of work to support citizens impacted by ice storm. This grant will apply to the Be First Project noted above.	\$15,000

**ACCEPTANCE OF PROGRAM DONATIONS**  
**JANUARY 1, 2021–MARCH 31, 2021**  
**[20-21-142]**

**Prepared by**

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

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Item:	Various SMT Components	Item:	16 Apex Stools
Donor:	Garmin AT	Donor:	Lawrence's Auto Parts Inc.
Declared Value:	\$19,925.77	Declared Value:	\$887.84
Program:	Electronics Program	Program:	Diesel Technology Program
Item:	Lamps, bulbs, and a Proxima	Item:	AVA sign, forged by Elkins Ironworks, LLC
Donor:	Virginia Lehman	Donor:	Eola-Amity Hills Winegrowers Associates
Declared Value:	\$11,576	Declared Value:	\$5,000
Program:	Horticulture Program	Program:	Viticulture Program

# 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.

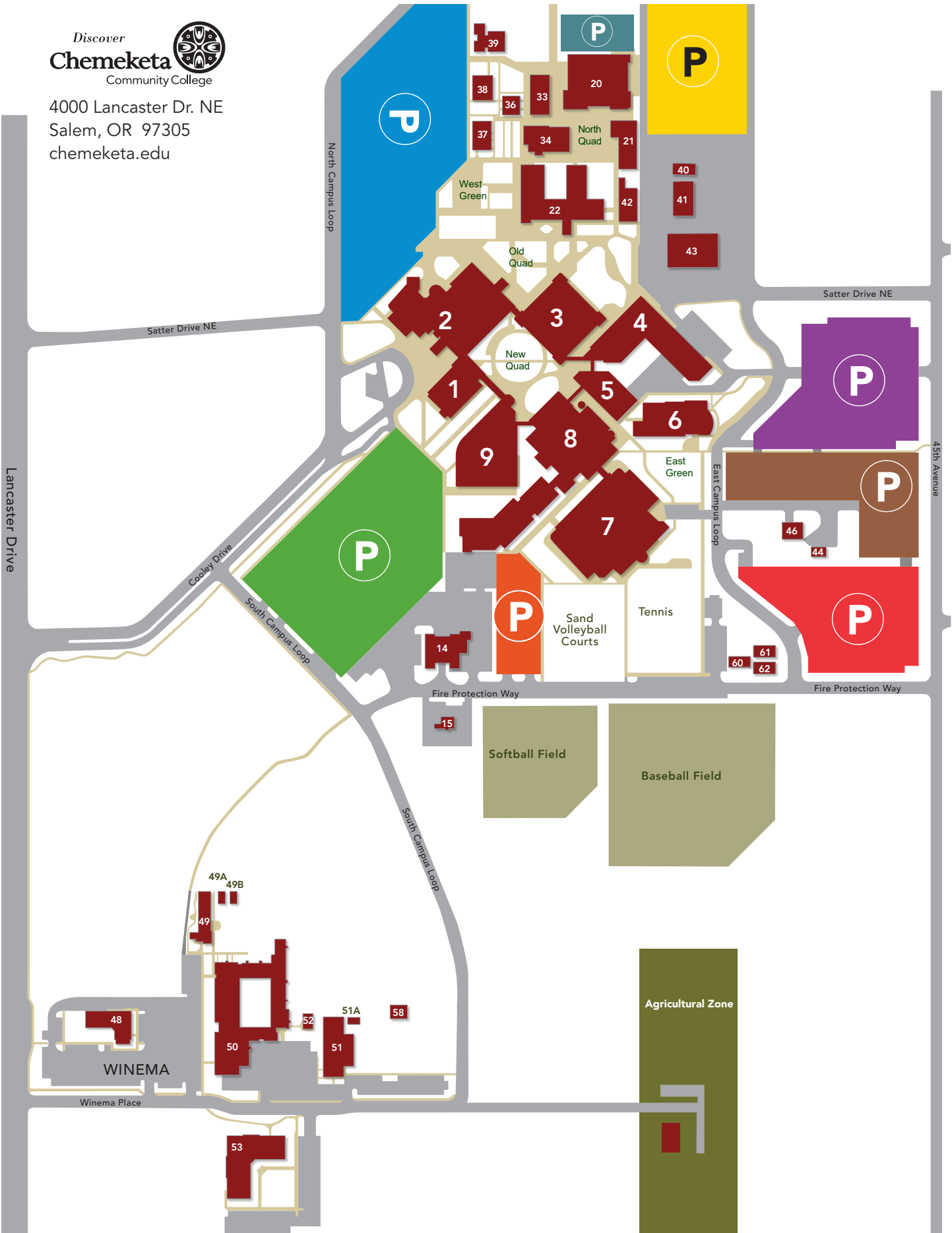
**Innovation** – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

**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  
April 21, 2021



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





## Appendix-2 April 21, 2021

### Salem Campus

#### Building and Primary Function(s)

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

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

#### Area or Service—Building/Room

- General Information  
(Welcome Center)—2/110
- Public Safety—2/173—503.399.5023
- Academic Development—22/100
- Instructional & Student Services—3/272
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Chemeketa Cooperative Regional Library  
Service—9/136
- Computer Labs, Library—9/Second Floor
- Convenience Store—2/180
- Cooperative Work Experience—38
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- Disability Services—2/174
- Employee Development Center—6/218b
- English for Speakers of Other  
Languages—22/100
- Enrollment Center—2/200
- Extended Learning—3/252
- Financial Aid—2/200
- First Aid—2/173
- Food Service—2/First Floor, 8, & 48
- GED—22/100
- Gymnasium—7
- Human Resources—2/214
- International Programs and Study  
Abroad—2/174
- IT Help Desk—9/128
- Career Center—2/115
- Library—9/Second Floor
- Lost & Found—2/173
- Mail Room—43
- Multicultural Center—2/177A
- Northwest Innovations—42
- Online Courses—9/106
- Parking Permits—2/173
- Planetarium—2/171
- Posting Notices on Campus—2/176
- President's Office—2/216
- Public Information—2/208
- Registration—2/200
- Student Center—2/179
- Student Clubs—2/176
- Student Identification Cards—1/First Floor
- Student Accessibility Services—2/174**
- Study Skills—2/210
- Testing Center—2/101 (Testing  
Annex—3/267)
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—2/210
- Vending Machine Refunds—Bookstore
- Veterans' Services—2/200
- Writing Center—9/210

#### Instructional Department Offices

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

#### Restrooms

##### SINGLE OCCUPANCY

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

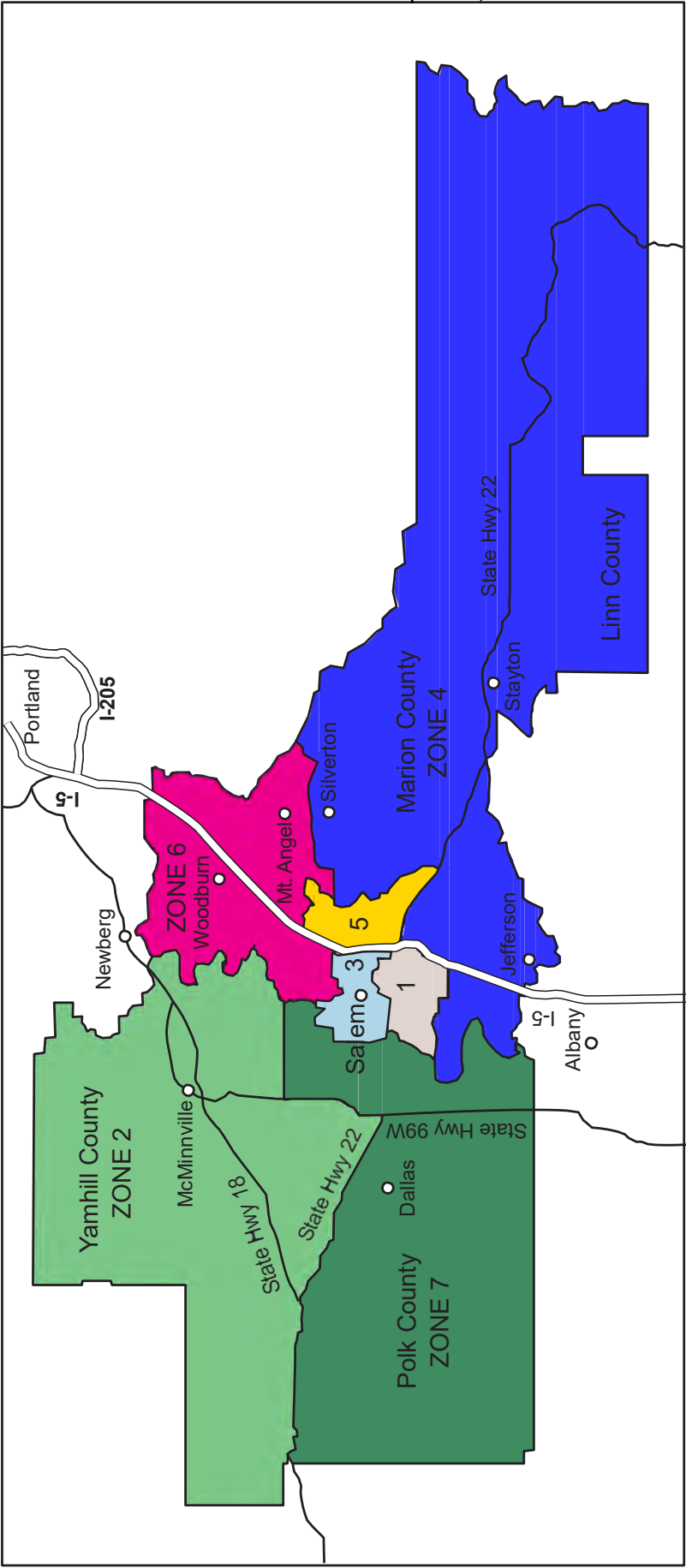
- Building 36—First floor
- Building 37—First floor
- Building 38—First floor
- Building 40—Second floor
- Building 50—First floor
- Building 51—First floor

##### MOTHER'S ROOM

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



Chemeketa Community College  
**District Boundary and Board Zones**



**Board Members**

ZONE 1	Ed Dodson, Chair 2020–2021
ZONE 2	Ron Pittman
ZONE 3	Neva Hutchinson
ZONE 4	Ken Hector
ZONE 5	Jackie Franke, Vice Chair 2020-2021
ZONE 6	Diane Watson
ZONE 7	Betsy Earls