

Minutes  
March 21, 2018

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

February 21, 2018

**I. WORKSHOP**

Ed Dodson, board member, called the workshop to order at 4:32 pm. The workshop was held in the Board Room, Building 2, Room 170, at the Salem Campus.

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

**College Administrators in Attendance:** Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; and Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus.

**A. Introduction of Student Athletes**

Jim Eustrom reported all student athletes and student leaders are listed in the printed report along with their year, high school they attended, and the degree they are seeking. There was one representative from each sport and student leadership team who introduced themselves, program or degree they are seeking, career goal, why they chose Chemeketa, and a favorite class or a positive or memorable experience they've had at the college.

Jim introduced Cassie Belmodis, athletic director and dean of Health, Human Performance and Athletics. Cassie said all the student athletes exemplify the athletic program's focus on the academic promise of progression, retention, completion, competition, and community as their everyday goals. The six student athletes were Victor Perez, men's baseball; Andre Dufort, men's basketball; Elena Garcia, women's soccer, Majestic Joler, women's basketball; Kendal Bailey, women's softball; and Elenor Belton, volleyball. Ammon Teubner, men's soccer, was unable to attend.

Cassie shared a few fall term statistics:

- 95 percent of the 1,847 credits attempted were passed
- 6 of the 7 programs have a fall term GPA above a 3.0; 4 of the 7 programs have an accumulated GPA above 3.0
- 14 percent of the 134 student athletes had a 4.0 GPA; 38 percent earned a 3.5 GPA or better; and 62 percent earned a 3.0 GPA or better

Tonight, a "Storm the Gym" event will take place to honor the women's volleyball team who are the 2017 women's volleyball champions. The championship banner will be unveiled and individual and team awards will be presented during half-time at the men's basketball game.

Cassie shared an update on the men and women's basketball team standings. The men's team has four games left in the season and are currently in fifth place. They are one game behind the third and fourth place teams; and two games behind the second place team and will be playing two of the four teams. They hope to be in the top four in order to qualify for the Northwest Athletic Conference (NWAC) tournament. The women's basketball team is on a two-game

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winning streak and tonight they play Umpqua Community College, the No. 1 team who has not lost a league game yet.

Cassie closed by saying the rest of the year's Storm forecast is community, community, community. The student athletes understand and value the time spent in the community and working with youth. Examples include using fundraising dollars to buy gloves, scarves, and blankets and distributed them to the homeless in downtown Salem; the men and women's soccer teams participated in "Read Across America" with the Salem-Keizer school district; the volleyball team worked with Boys and Girls Club; and the baseball, soccer, and softball teams have hosted clinics and sponsored tournaments for youth. Lastly, Family Building Blocks contacted the men's baseball team who helped deliver furniture and other household goods and supplies to a family that lost their home to a fire. Cassie is proud of all the student athletes and hopes to continue to provide opportunities for those who say why not me, why not Chemeketa.

### **B. Introduction of Student Leaders**

Mike Evans, dean of Student Retention and College Life, reported the Student Leadership Program gives students an opportunity to learn and develop skills that are as valuable as a degree. They become real leaders and are mentored by great staff. He introduced the co-coordinators, Kelsey Anderson, Grecia Garcia Perez, and Efrain Alonso; however, Kelsey was unable to attend due to the weather conditions.

Grecia and Efrain used a PowerPoint presentation to share the history, program overview, purpose, Student Leadership Committee members (supervisors), calendar, and the Student Leadership Board. The program started eight years ago with 45 students and has grown to over 120 students in the program, with 30 student teams, including students from Yamhill Valley Campus and the Woodburn and Polk Centers. All students must go through an application process and a two-day orientation/training at the beginning of the academic year. Emphasis is placed on student retention and completion, and students are required to maintain a specific GPA to remain in the program with a regular academic progress report made to their supervisor.

Seven of the eight student leaders introduced themselves and spoke briefly about their team and their experience serving on the team: Anthony Rosario, Associated Students of Chemeketa (ASC); Michael Clute, LGBTQ+ Safe Zone; London Barajas, College Access Programs; Priyashna Ram, International Ambassadors; Katerinne Camey Raquec, Multicultural Student Services; Ranferi Natalie Herrera Flores, Peer Assistants; and Martha Guerrero, Woodburn Center. Christine Stewart from Yamhill Valley Campus was unable to attend due to weather.

Supervisors for some of the student groups were in the audience and were recognized: Linda Ringo-Reyna, Yesica Navarro, Liliana Landa-Villalba, Blanca Aguirre, Erika Coker, Adam Holden, and Mary Schroeder. Students were thanked for their presentation, and staff were thanked for the wonderful job they are doing with the students.

A recess was taken at 5:20 pm.

### **II. A. EXECUTIVE SESSION**

Executive Session was called to order at 5:27 pm in Building 2, Room 172, on the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(d) negotiations.

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

**College Administrators in Attendance:** Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus; and Greg Harris, Director, Marketing, Public Relations, and Student Recruitment. Guest: Andrew Bone.

Executive Session ended at 6 pm.

## II. B. ADMINISTRATION UPDATES

The following updates were shared or discussed with the board: Association of Community College Trustees (ACCT) National Legislative Summit debrief; upcoming ACCT Conference in New York on October 24–27; visits to district school board meetings; board calendar preview; Brooks property; legislative update/legislator visits; Oregon President's Council update; Guided Pathways application; Ag complex; organization changes; and board agenda preview.

A recess was taken at 6:57 pm.

## III. REGULAR SESSION

### A. CALL TO ORDER

Ed Dodson, board member, reconvened the board meeting at 7:07 pm. The meeting was held in the Board Room, Building 2, Room 170, at the Salem Campus.

### B. PLEDGE OF ALLEGIANCE

Ed Dodson led the group in the Pledge of Allegiance.

### C. ROLL CALL

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

**College Administrators in Attendance:** Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; and Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley.

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

### D. RATIFICATION OF CHEMEKETA FACULTY ASSOCIATION CONTRACT

David Hallett referred to the green sheet in the board folder. He reported the details were shared with the board during executive session, and the college recommends the approval of the Chemeketa Faculty Association (CFA) contract effective July 1, 2017–June 30, 2020. David thanked both the faculty and administrative negotiations bargaining teams.

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Diane Watson moved and Betsy Earls seconded a motion to ratify the collective bargaining agreement with the Chemeketa Faculty Association effective July 1, 2017–June 30, 2020.

The motion CARRIED.

A brief signing ceremony of the Chemeketa Faculty Association contract was done. Kevin Furey signed on behalf of CFA and President Julie Huckestein and board representative Ed Dodson signed on behalf of the college.

#### **E. COMMENTS FROM THE AUDIENCE**

Anthony Rosario, legislative coordinator for ASC, made comments about the need for more financial support for Student Retention and College Life department, student clubs, and student events. Also, ASC does not have enough student representatives in ASC positions (only 8 of 10 positions filled) compared to 15 at Clackamas and 20 at Mt. Hood which have less enrollment than Chemeketa. Lastly, he would like to see liaisons made in each department for student government to improve direction and share resources at the college. Anthony would like the college to create as many avenues for student success as possible.

Terry Rohse, classified association president, and 12 classified members introduced themselves, where they worked and how their job relates to core themes. The classified employees included Peggy Greene, Institutional Grants; Octavian Dum, Information Technology; Teka Landaker, Business Services; Amy McKinley, Human Resources; Ann Reichenbach, Testing Services; Chris Cooper, Public Safety; Tom Kopecki, Facilities and Operations; Bonnie Perry, Bookstore/Auxiliary Services; Kathy Saunders, Chemeketa Online; Santiago Lopez, SOAR/Corrections Education; Diana Inch, Student Computer Center in the library; and Jon Andrus, Corrections Education.

#### **F. APPROVAL OF MINUTES**

Ron Pittman moved and Jackie Franke seconded a motion to approve the minutes of January 17, 2018, and the Board Work Session and Budget Committee Orientation meeting of January 24, 2018.

The motion CARRIED.

#### **G. REPORTS**

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

Isaac Acosta, ASC executive coordinator, said his report stands as written with a few additions. Last week, he and other students went to the capitol to advocate for \$32 million for community colleges for tuition mitigation and to rehire advisors. He also reported back on the student tuition forum. A number of students who are involved in extracurricular activities were hoping more funding would be available for clubs. However, steps are being taken to address these concerns including a new financial rewards system developed by Mike Evans, dean of Student Retention and College Life, to give \$500 to three different clubs each term; and the student-initiated fees as a result of HB2666.

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At the student forum on tuition, it was the consensus that it would be more fair for students that future tuition increases be made in smaller incremental annual increases rather than one single large increase so that one class of students would not bear the brunt of the increase. However, there were a few students who thought an incremental increase would be too drawn out and would affect more students. Isaac felt that he is speaking on behalf of the majority of students that affecting more students with a smaller burden is more fair than affecting less students with a large burden.

Terry Rohse, Chemeketa Classified Association, said the report stands as written.

Allison Stewart Hull, Chemeketa Exempt Association, said the report stands as written. She highlighted the exempt employees who will be recognized at a special luncheon for their 15- and 20-years of service.

**Reports from the College Board of Education**

Ron Pittman attended the annual Mid-Willamette Valley Council of Governments (COG) annual dinner awards meeting and the ACCT National Legislative Summit where they met with two U.S. delegates.

Jackie Franke attended the Salem Chamber Agri-business dinner, Keizer First Citizen's Awards and the COG annual awards dinner where she presented the Gwen VanDenBosch Leadership Award to Marion County Commissioner Janet Carlson. Jackie met with Senator Peter Courtney who is on an education committee; attended a Salem-Keizer school board meeting to give a presentation on Catholic Community Services; assisted Johnny Mack to host the Salem Chamber Greeters in Building 8; and Jackie chaperoned 5<sup>th</sup> graders from Hammond Elementary School for a visit to the capitol and the Hallie Ford Museum at Willamette.

Diane Watson visited three high school district board meetings—Woodburn, North Marion, and Gervais—and shared data and information specific to their students who continued their education at Chemeketa. Diane attended the Salem Agri-business dinner, the Dallas First Citizen's Awards, and a legal issues conference in Orlando. Diane also accompanied Julie for a legislator visit with Representative Bill Post.

Betsy Earls attended the Salem Chamber Agri-business banquet, the Dallas First Citizen's Awards dinner, and listened in on two Oregon Community College Association (OCCA) legislative calls.

Ed Dodson attended the Agri-business banquet, Keizer First Citizen's awards dinner, a Mid-Willamette Education Consortium (MWEC) Executive Council meeting, the Emergency Medical Services graduation, the Student Success Conference, and the Silverton Chamber Community Awards. Ed and Johnny Mack gave a tour of the Applied Tech building to the board chair, vice chair and dean at Umpqua Community College. Ed, Julie, and Neva attended the Mock Trial regional competition at the University of Washington in Seattle where the team finished in third place and will be going on to the championships in Los Angeles in March.

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### **Reports from the Administration**

Jim Eustrom shared three updates related to the core themes of student success and academic quality. A team of 12 staff, including board member Ed Dodson, attended the two-day Student Success Conference in Portland to learn about best practices for student success. The Guided Pathways application for the next cohort was submitted on February 2; Jim thanked Julie Peters and Don Brase who led the team and completed the extensive application. Lastly, the mid-cycle accreditation report has been completed and submitted. Jim thanked Mary Ellen Scofield, Jess Stahl, and many others who have been involved with the report and preparing for the site visit on April 4–5.

### **H. INFORMATION**

#### **College Policies #2280, Access to College Property; #2410, College Safety and Security; #6210, Purchasing and Expenditures**

Rebecca Hillyer presented three policies that were reviewed by the President's Advisory Council. Board action will be requested in March.

### **I. STANDARD REPORTS**

#### **Personnel Report**

David Hallett said the report stands as written. He noted the position change of Don Brase from dean of Liberal Arts and Social Sciences to the executive dean of General Education and Transfer Studies.

#### **Budget Status Report**

Miriam followed up on a question from Neva Hutchinson about the Chemeketa Cooperative Regional Library balances and if the funding is enough for the remainder of the year. Miriam said yes, budget and revenues both are sufficient to cover expected expenditures.

Miriam Scharer referred to the Statement of Resources and Expenditures, which reflect preliminary winter term figures that are up from last year, but not as high as anticipated. The college has received four of the five expected state payments for the year, and she reminded the board the fifth payment will be recorded as deferred revenue when received. There was nothing significant to report on the budget status report; however, 44.2 percent has been expended which is slightly more than last year at this time. The Status of Investments reflects a slight increase in the interest rate from 1.62 percent last month to 1.74 percent this month.

#### **Purchasing Report**

Miriam Scharer reported a Request for Proposal (RFP) was advertised this week for Financial Audit Services. The college currently contracts with Kenneth Kuhns & Company for these services. Ed Dodson will be serving on the evaluation committee. A recommendation for contract award will be made at the April board meeting.

Miriam drew attention to a green sheet in the board folder for approval of the contract award for Site Planning and Facility Design Service for the Agricultural Complex on the Salem Campus. The seven-member evaluation committee, which included board member Ken Hector, and Kevin Walther, who was in the audience, reviewed the seven proposals and interviewed four proposers. The recommendation for contract award is to FFA Architecture and Interiors, Inc., of Portland, Oregon, contingent on protests and successful contract negotiations.

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### **Capital Projects Report**

Rory Alvarez said the report stands as written. He noted he is pleased with the progress being made on the softball field and at YVC. Rory was asked when the softball field will be done, and he said it should be ready by September.

### **Chemeketa Cooperative Regional Library Service (CCRLS) Report**

John Goodyear reported the two vacant positions have been filled—Jennifer Badzinski, administrative assistant, and Robena Barton, technical services librarian. John reported Falls City will be closing down the Falls City library. The current Falls City librarian will be the elementary school librarian and an art teacher so John has offered to do a similar plan as they did with the Grand Ronde tribal library a few years ago. All the equipment would be moved from the Falls City library to the Falls City elementary school library. It will be set up as a circulation site for the CCRLS system, so patrons would be able to pick up books at the elementary school.

John drew attention to the statistics table noting the interlibrary loan (Loaned outside) had a huge increase (2,311 percent). This was due to “professionalizing” the process and integrating and coordinating the loans through the CCRLS office. Diane Watson asked about the online CCRLS database use which is down 22.8 percent. John said those are the online resources that are subscribed to (e.g. Ancestry.com, car repair, and the language program). He noted that it's hard to pinpoint why the decrease but plans to do some marketing and add more online resources.

### **Student Success Data Points**

Fauzi Naas used PowerPoint slides to share both data and information points. Fauzi reviewed the slides on college-wide student pass rates by modality (hybrid, online, traditional); percent of students retained in Fall 2017; average number of credits accumulated and credits accumulated at degree completion; and for the top 20 courses, the pass rate for students who took it multiple times.

### **Recognition Report**

Julie Huckestein acknowledged all the employees in the written report. She drew attention to a framed photograph and a letter thanking the college for 2,500 cranes that were made by Chemeketa students and staff and sent to Nagasaki and Hiroshima.

## **J. SEPARATE ACTION**

### **Approval of Proposed Student Tuition**

Miriam Scharer reported a recommendation for an increase in the 2018–2019 tuition and universal fee rates was made at the January board meeting. Miriam referred to a chart in the board folder on the history of tuition and rate fees for the last ten years. She pointed out that this year, 2017–2018, was the first year in four years that tuition and the universal fee was increased and the increase tonight would be the second year in a row of an increase.

Miriam reported there were approximately 20 students who attended the student tuition forum and she thanked student Kaitlyn Young for her work in setting up the activity. Jim Eustrom, Ryan West, and Miriam presented information about the recommended increases as well as the

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current enrollment picture. As Isaac Acosta noted earlier, there was good discussion with the students and they asked thoughtful questions about the process and the future. The tuition recommendation has not changed and board action is requested to approve the following increases to be effective summer term 2018:

- Tuition increase of \$3 per credit to \$87 per credit
- Universal fee (credit courses) increase of \$3 per credit to \$18 per credit
- Universal fee (non-credit courses) increase of 10 cents per billing hour to 40 cents per billing hour
- Out-of-state and international tuition increase of \$6 to \$252

Ron Pittman was glad to hear that students went to the capitol to advocate for additional funds for community colleges to inform legislators that tuition is getting out of control and that they need to step forward for a greater appropriation to community colleges. Although it's painful to increase tuition, Chemeketa is still among the lowest in tuition around the state.

Jackie Franke thanked the college for providing the historical tuition and universal fee information as well as other information to help the board assess the college's financial situation that leads to this difficult decision. It has been a testament to the college for managing the fiscal side of the college so well that tuition has not raised much in the last several years; however, in order to continue to provide quality programs, a tuition and fee increase is necessary at this time.

Diane Watson said she appreciated the student input and agrees that doing smaller increases each year is better than doing a large increase.

Betsy Earls said that while she has supported the decisions to not increase tuition over the past several years, she has been anxious to do exactly what Isaac mentioned which is not to load up a tuition and universal fee increase on one particular class or two. Even if the college can afford to keep tuition frozen or stable, it would be best to make gradual increases on a yearly basis so the cost is borne by a broader group of students.

Isaac Acosta added that typically students are only here for two years or a short amount of time so it makes more sense to increase tuition incrementally. He noted that students do understand and appreciate that the college has kept tuition as low as possible. Ed thanked Isaac for his work with the college and the students.

Ron Pittman moved and Jackie Franke seconded a motion to approve the proposed student tuition rate for 2018–2019 as presented to become effective summer term 2018.

**Approval of Retirement Resolutions No. 17-18-17, Sherie L. Ball and No. 17-18-18, Teresa "Terri" Landau**

Jackie Franke read the retirement resolution for Sherie L. Ball, and Diane Watson read the retirement resolution for Teresa "Terri" Landau.

Diane moved and Betsy Earls second a motion to approve the retirement resolutions for Sheri L. Ball and Teresa "Terri" Landau.

The motion CARRIED.



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**L. ACTION**

Ron Pittman moved and Diane Watson seconded a motion to approve action item Nos. 1–3:

1. Approval of 2018–2019 Proposed Budget Calendar and Resolution No. 17-18-16, Setting Budget Committee Meeting Dates
2. Approval of Anesthesia Technology Associate of Applied Science Degree
3. Approval of the Contract Award for Site Planning and Facility Design Services for the Agricultural Complex on the Salem Campus

The motion CARRIED.

**M. APPENDICES**

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

**N. FUTURE AGENDA ITEMS**

None were heard.

**O. BOARD OPERATIONS**

None were heard.

**N. ADJOURNMENT**

The meeting adjourned at 8:43 pm.

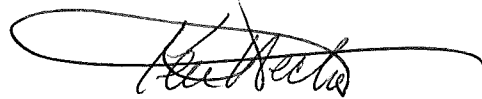
Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Chair

3/21/2018

Date