

Minutes
March 20, 2019

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

February 27, 2019

I. EXECUTIVE SESSION

Executive Session called to order at 4:30 pm in Building 2, Room 172, on the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(a) employment issues.

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

An informal dinner was held with Dr. Tod Treat, a presidential candidate, who was on campus for a day of interviews, forums, meetings, and a tour of the Salem Campus.

Executive Session ended at 5:25 pm, and a recess was taken.

II. REGULAR SESSION

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

Neva Hutchinson, Board Chair, led the group in the Pledge of Allegiance.

C. ROLL CALL

Members in Attendance: Ed Dodson; Betsy Earls; Jackie Franke; Ken Hector; Neva Hutchinson, Chair; Ron Pittman; and Diane Watson, 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: Terry Rohse, Chemeketa Classified Association; and Rory Alvarez, Chemeketa Exempt Association.

Absent: Justus Ballard, Chemeketa Faculty Association and Riley Dunagan, Associated Students of Chemeketa.

Neva Hutchinson introduced Dr. Tod Treat, a presidential candidate, who was in the audience.

Minutes
March 20, 2019

Meeting Minutes
Chemeketa Board of Education
February 27, 2019
Page 2

D. COMMENTS FROM THE AUDIENCE

None were heard.

E. APPROVAL OF MINUTES

Ed Dodson moved and Diane Watson seconded a motion to approve the minutes of the Board Work Session and Budget Committee Orientation meeting on January 23, 2019. Betsy Earls and Ken Hector abstained since they did not attend the meeting.

The motion CARRIED.

Ken Hector moved and Jackie Franke seconded a motion to approve the minutes of January 16, 2019.

The motion CARRIED.

F. Reports from the Associations

The ASC report and faculty association report were accepted as written.

Terry Rohse, Chemeketa Classified Association, said the report stands as written. Terry added 21 classified staff gathered to enjoy an afternoon of bowling on Sunday afternoon, February 24.

Rory Alvarez, Chemeketa Exempt Association, said the report stands as written. Neva Hutchinson acknowledged the exempt association for the seven \$1,000 scholarships that will be awarded to students this year.

Reports from the College Board of Education

Ed Dodson attended the Agri-business banquet, Keizer Chamber First Citizens awards dinner, Silverton Chamber First Citizens awards, Dallas Chamber Community Awards, the Mid-Willamette Valley Council of Governments (COG) awards and business meeting, the Emergency Medical Services (EMS) graduation, the winter art show, Senator Jeff Merkley's Town Hall that was held in Chemeketa's auditorium, the Student Success Conference, SEDCOR Ag Business breakfast, OCCA Legislative Day at the Capitol, and an OCCA board meeting. Ed was also interviewed by an OSU graduate student about Chemeketa's history and attended presidential search activities including Skype interviews, finalist interviews, and forums.

Ron Pittman met with Representative Bill Post and Julie, made some calls to legislators on the legislator call-in day, and attended the annual COG awards and dinner meeting. Ron was also interviewed by an OSU student about Chemeketa's history.

Ken Hector attended the Salem Chamber Agri-business banquet, Silverton Chamber First Citizens awards, Senator Jeff Merkley's Town Hall, the EMS graduation, the student forum on tuition, the Association of Community College Trustees (ACCT) National Legislative Summit including a Public Policy and Advocacy Committee meeting, CTE day at the Capitol, and two Silverton Chamber Business group meetings. Ken met with Representative Rick Lewis with

Minutes
March 20, 2019

Meeting Minutes
Chemeketa Board of Education
February 27, 2019
Page 3

Julie, Marion County Commissioner Kevin Cameron, participated on OCCA conference calls, and attended presidential search activities including Skype interviews, finalist interviews, and forums.

Jackie Franke attended the Keizer Chamber First Citizens Awards, a COG executive committee meeting, the COG new member orientation, and a planning meeting for the COG awards/dinner event, the COG annual awards dinner, and Senator Jeff Merkley's Town Hall. Jackie met with Senator Peter Courtney and Representative Brian Clem with Julie, made phone calls to legislators on the call-in day, and attended CTE Day at the Capitol. Jackie met with OSPIRG executive director Charlie Fisher and spoke at Mayor Kathy Figley's retirement celebration in Woodburn. Jackie participated in the board interviews with presidential candidates and attended forums.

Betsy Earls attended two West Salem Rotary meetings and was interviewed by an OSU student about Chemeketa's history.

Diane Watson attended the Salem Chamber Agri-business dinner, Keizer Chamber First Citizens Awards, Senator Jeff Merkley's Town Hall, the ACCT National Legislative Summit and a Diversity, Equity and Inclusion Committee meeting, and made phone calls to legislators on the call-in day. Diane also accompanied Julie to a legislator visit with Senator Kim Thatcher and met with John Goodyear to discuss libraries. Diane participated in the board interviews with presidential candidates and attended forums

Neva Hutchinson attended the Agri-business banquet, Keizer Chamber First Citizens awards dinner, Silverton Chamber First Citizens awards, the COG awards and business meeting, CTE Day at the Capitol, the student forum on tuition, and testified before the Higher Education Coordinating Commission (HECC) about community college funding. Neva attended presidential search activities including Skype interviews, finalist interviews, and forums.

Reports from the Administration

Jim Eustrom had no report.

G. INFORMATION

College Policies #1751, Sexual Harassment, Discrimination, and Misconduct; #1760, Use of College Network, Technology, Communications Resources; #1765, Security of Personal Information; and #3210, Faculty: Definition

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

Resolution No. 18-19-08, Property and Casualty for Education (PACE) Joinder of Trust Agreement

Rebecca Hillyer reported that due to major revisions of the PACE bylaws, all member schools have been asked to take the new joinder trust agreement and resolution to their boards before renewal which occurs in June. Board approval will be requested next month.

Minutes
March 20, 2019

Meeting Minutes
Chemeketa Board of Education
February 27, 2019
Page 4

Computer-Aided Manufacturing (CAM) Fundamentals Certificate of Completion

Johnny Mack, CTE executive dean, reported last month two certificate programs were suspended. This proposed certificate is the result of faculty and the advisory committee developing a new certificate to meet industry needs. Neva Hutchinson was pleased to see internships included each term. Johnny added most students get hired before they complete the program and many employers allow them to continue their education while working. Diane Watson asked what would be the salary for those who complete the two-year program. Johnny said it would be around \$65,000 for students with an Associate of Applied Science degree. Board approval will be requested in March.

H. STANDARD REPORTS

Personnel Report

David Hallett said the report stands as written.

Budget Status Report

Miriam Scharer referred to the Statement of Resources and Expenditures and noted property taxes continue to roll in and the State Appropriations line item reflects the three state payments for this year; some additional funding will be coming through this month to bring us to 100 percent of state funding. There was nothing significant to report in the budget status report other than monitoring personnel balances for savings to help offset cuts for next year. The Status of Investments reflects one additional investment in the listing.

Capital Projects Report

Rory Alvarez said the report stands as written. Julie Huckestein drew attention to the written report that the Marion County Sheriff's Office will begin to utilize office space in Building 14 starting in April.

Chemeketa Cooperative Regional Library Service (CCRLS) Report

John Goodyear thanked Diane for meeting with him about the Keizer library. The workgroup plans to apply for a grant to do a community assessment. Keizer will need to become a public library first before they can qualify to be a CCRLS library.

The Salem library has been weeding out their collection of books in preparation of moving out of the building for an earthquake retrofit. There has been some public misunderstanding about the number of books in the Salem library. CCRLS was involved since they ran reports for the state for all member libraries and, unfortunately, they were including magazines as part of the printed material. CCRLS had to separate those numbers out and provide an update on the number of books in the Salem library and the number is being questioned. CCRLS has had multiple meetings with the Salem library and has worked in good faith to provide accurate numbers.

Ed Dodson asked about the Falls City library. John reported the Falls City library has closed and the building is now classrooms. All the books were discarded or given to other libraries. Falls City residents can utilize the Dallas library, but there is no courier service.

Minutes
March 20, 2019

Meeting Minutes
Chemeketa Board of Education
February 27, 2019
Page 5

Recognition Report

Julie Huckestein acknowledged all the employees in the written report. Julie acknowledged and thanked Neva Hutchinson, Board Chair, who testified at the Higher Education Coordinating Commission (HECC) on funding for community colleges and the impact on Chemeketa.

I. SEPARATE ACTION

Approval of Proposed Student Tuition for 2019–2020

Miriam Scharer referred to the green sheet in the board folder. Last month the initial proposal was made for an increase in the 2019–2020 tuition and universal fee rates and to add a differential fee. Following feedback and further review of the college's projected financial position for this year and next, current legislative discussions around funding and tuition caps, and the college's commitment to realigning rates within three years with comparator colleges (Linn-Benton, Lane, Portland, Mt. Hood, and Clackamas), the proposal has been amended as follows:

- Tuition increase of \$4 per credit to \$91 per credit (was \$3 or \$90 per credit)
- Universal fee (credit courses) increase of \$6 per credit to \$24 per credit (no change from last month)
- Total increase of \$10 per credit or \$115 per credit (was \$9 or \$114 per credit)

Miriam shared highlights and further clarification on 1) the Revised Tuition Setting Guidelines noting the college projects increases for the three-year period assuming a five percent increase annually for the comparator colleges listed above. The college would need to increase tuition and the universal fee by approximately \$11 per credit in 2020–2021 and \$12 per credit in 2021–2022; 2) Student Tuition and Universal Fee rate proposal for 2019–2020 would reflect an increase in the total annualized in-state per credit tuition increase by \$450 (\$405 formerly) to \$5,175 (\$4,725 formerly). Chemeketa would still be the second lowest among the comparator colleges based on current year rates; and 3) Differential Fee rates for high cost courses and programs remain the same as presented last month and would be based on funding from the state as follows: \$10 per credit if funding is less than \$590 million or \$5 per credit if funding is \$590 million or above. The differential fee would be effective Fall 2019.

On January 29, the college held a student tuition forum to share the initial proposal on tuition and fee increases. The panel included Jim Eustrom, Manuel Guerra, Ryan West and Miriam Scharer. Approximately 75–100 students attended, and students asked very thoughtful questions. There was a large representation from the automotive program and they appeared in support of the differential fee as long as investments were made in state-of-the-art equipment for their program. Manuel Guerra read the comments from the summary report from Riley Dunagan on their concerns about the increase, student opportunities and jobs on campus, and general comments. A copy of the report will be in the official board file.

Board members agreed that raising tuition is a difficult decision and is not taken lightly. The college and the board recognize the impact this has on students; however, in order to maintain the operations and provide quality services and programs to students, a tuition increase is necessary.

Minutes
March 20, 2019

Meeting Minutes
Chemeketa Board of Education
February 27, 2019
Page 6

Ken Hector moved and Ed Dodson seconded a motion to approve the proposed student tuition rate and universal fee for 2019–2020, effective Summer 2019, and the differential fee effective Fall 2019, as presented in the green sheet.

The motion CARRIED unanimously.

Approval of Resolution No. 18-19-09, Exemption from Competitive Bidding for the Chemeketa Agricultural Complex Local Contract Review Board Adoption

Miriam Scharer reported last month a request to do an alternative contracting method for a Request for Construction Manager/General Contractor (CM/GC) for the Ag Complex was presented as an information item. This month a resolution and the supporting findings for the alternative contracting method were presented. Miriam briefly reviewed the statutory requirements of Favoritism/Competition and Cost Savings, and additional factors including Operational, Budget, Financial; Public Benefit; Value Engineering; Specialized Expertise; Public Safety; Market Conditions; Technical Complexity; and Funding Sources.

Neva Hutchinson opened the public meeting of the Local Contract Review Board at 6:35 pm. There were no comments, and the public meeting was closed at 6:36 pm.

Ron Pittman moved and Betsy Earls seconded a motion to approve Resolution No. 18-19-06 to exempt from competitive bidding, a public improvement contract for the Chemeketa Agricultural Complex based on findings and resolution that demonstrate that utilizing a Request for Proposal for the selection of a CM/GC (i.e., alternative contracting method) is unlikely to encourage favoritism in the awarding of the public contract or substantially diminish competition, and it will likely result in substantial cost savings.

The motion CARRIED.

Approval of Resolution No. 18-19-12, Chemeketa Community College Board of Education to Call on the Oregon Legislature to Fund Community Colleges

Julie Huckestein reported all Oregon community colleges will be putting forth resolutions requesting the legislature fund community colleges at \$747 million which provides a base of \$647 million and includes \$70 million for career and technical education and \$70 million for student support. Julie thanked Justus Ballard who brought this up last month.

Ken Hector moved and Ed Dodson seconded a motion to approve Resolution No. 18-19-12, to call on the Oregon legislature to fund Oregon's 17 community colleges at \$787 million currently proposed by the Higher Education Coordinating Commission.

The motion CARRIED.

Approval of Retirement Resolutions No. 18-19-11, Alba M. Scholz

Diane Watson read the retirement resolution for Alba M. Scholz.

Ron Pittman moved and Diane Watson seconded a motion to approve the retirement resolution for Alba M. Scholz.

Minutes
March 20, 2019

Meeting Minutes
Chemeketa Board of Education
February 27, 2019
Page 7

The motion CARRIED.

J. ACTION

Ken Hector moved and Betsy Earls seconded a motion to approve action item Nos. 1–4:

1. Approval of 2019–2020 Proposed Budget Calendar and Resolution No. 18-19-10, Setting Budget Committee Meeting Dates [18-19-133]
2. Approval of Entrepreneurship and Small Business Management Certificate [18-19-134]
3. Approval of the Suspension of Basic Manufacturing Technician, Manual Machine Operator and Computer-Aided Manufacturing (CAM) Fundamentals Certificate of Completion [18-19-135]
4. Approval of Suspension of Computer Electronics Associate of Applied Science (AAS) Degree Option and Process Control Associate of Applied Science (AAS) Degree Option [18-19-136]

The motion CARRIED.

K. APPENDICES

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

L. FUTURE AGENDA ITEMS

None were heard.


M. BOARD OPERATIONS

None were heard.

N. ADJOURNMENT

The meeting adjourned at 6:44 pm.

Respectfully submitted,


Board Secretary


President/Chief Executive Officer


Board Chair

Date 3/20/19