

Minutes  
February 16, 2022

## **MINUTES OF BUDGET COMMITTEE ORIENTATION**

CHEMEKETA COMMUNITY COLLEGE  
4000 Lancaster Drive NE  
Salem, Oregon

February 2, 2022

The Budget Committee Orientation was called to order by Ron Pittman, Board Vice Chair, at 1:00 pm and was held via Zoom. Jessica Howard welcomed everyone and Budget Committee members and staff introduced themselves.

**Budget Committee Members in Attendance:** Ed Dodson; Betsy Earls; Jackie Franke, Board Chair; Ken Hector; Neva Hutchinson; Barbara Nelson; Ron Pittman, Board Vice Chair; and Diane Watson. Excused Absences: Ray Beaty, Chris Brantley, Jenne Marquez; Scott Muller; Mike Stewart; Joe Van Meter.

**College Administrators in Attendance:** Jessica Howard, President/Chief Executive Officer; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; and Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance.

**Guest:** Rich McDonald, Director, Budget and Finance.

### **Budget Committee Orientation**

Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services, reviewed the agenda; Rich McDonald, Director, Budget and Finance, discussed the budget calendar key dates; Jessica Howard outlined the meeting format and logistics, and stated that the April Budget Committee meetings could be virtual, remote, or in a hybrid format.

Aaron reviewed key sections of the Budget Principles and Financial Environment document for the 2022–2023 Fiscal Year. This document is reviewed every fall as the budget cycle kicks off internally at the college. Aaron discussed the tuition and fee setting guideline, proposed student tuition and universal fee rates for 2022–2023, and the annual cost of attendance comparison information of the other community colleges and universities, and stated that a virtual student tuition forum will be held next week. In addition, he gave an overview of the Federal Relief Funding that was received by the college over the last several years.

Aaron and Bruce Clemetsen ended the orientation with a discussion on enrollment. Aaron gave an overview and Bruce provided an enrollment update and reported on the college's recruitment and retention efforts.

The Budget Committee members asked clarifying questions of staff during the presentation, engaged on the different topics, and thanked the staff for their informative presentations.

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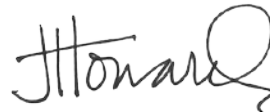
**Adjournment**

Meeting adjourned at 2:32 pm.

Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Vice Chair

*2/16/2021*  
Date