

Minutes
April 19, 2023

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

March 15, 2023

I. WORKSHOP

Neva Hutchinson, Vice Chair, called the workshop to order at 4:01 pm in the Boardroom, Building 2, Room 170, at the Salem Campus.

Members in Attendance: Ed Dodson; Jackie Franke; Ken Hector; Neva Hutchinson, Vice Chair; Ron Pittman, Chair (4:03pm); and Diane Watson. Excused Absence: Betsy Earls.

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

Future Ready Oregon

Holly Nelson, Executive Dean, Regional Education and Academic Development, gave an overview of what Chemeketa has done through the Future Ready Oregon grant, which came about through SB1545 and focuses on priority populations and key industry sectors. She provided information on the college's outcomes, summary of investments, and overall approach to the grant. Chemeketa's team leads presented on the project components including: "prosperity" efforts, campus-based pre-apprenticeship, career pathways, credit for prior learning, workforce-ready grants, and cultural competency training.

Board members asked clarifying questions during the workshop.

The workshop ended at 4:57 pm.

II. EXECUTIVE SESSION

Ron Pittman, Chair, called Executive Session to order at 5:14 pm in Building 2, Room 170, at the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(a) employment issues.

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

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

Executive Session ended at 5:36 pm.

III. ADMINISTRATION UPDATES

Ron Pittman, Chair, called the meeting to order at 5:36 pm.

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

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

Updates were discussed with the board regarding a proposed bond measure, the Oregon Community College Association (OCCA), the President's monthly report to the board, and the board agenda.

A recess was taken at 5:51 pm.

IV. REGULAR SESSION

A. CALL TO ORDER

Ron Pittman, Chair, reconvened the board meeting at 5:59 pm. The meeting was held in the Board Room, Building 2, Room 170, at the Salem Campus.

B. PLEDGE OF ALLEGIANCE

C. CHEMEKETA LAND ACKNOWLEDGMENT

Ron Pittman read the land acknowledgment.

D. ROLL CALL

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

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

Board Representatives in Attendance: Peter Wirfs, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA); Aaron King, Chemeketa Classified Association (CCA); and Gaelen McCallister, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC

Ron Pittman reviewed the public comment process, extended public comments for 15 additional minutes at the 30-minute mark, and thanked those who testified.

<u>Commenter Name</u>	<u>Topic</u>
Karen Stevens	What the counselors do at Chemeketa.
Tiffany Gardner	What the counselors do at Chemeketa.
Cleo Alvarez	What the counselors do at Chemeketa.

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Kevin Furey	The need for a more detailed presentation by the administration of the College's financial condition both now and in the near future.
Stephanie Lenox (On behalf of Amanda Knopf)	Retrenchment
Aaron King	Chemeketa's Culture
Aaron King	Board Agenda Topic - Personnel Report

F. APPROVAL OF MINUTES

Jackie Franke moved and Diane Watson seconded a motion to approve the Board of Education minutes from February 15, 2023.

Ken Hector noted the motion should be for approval of the Workshop minutes as well.

The motion CARRIED.

G. REPORTS

Reports from the Associations

Peter Wirfs, Associated Students of Chemeketa (ASC) said the report stands as written.

Steve Wolfe, Chemeketa Faculty Association (CFA), thanked the faculty and staff who spoke tonight and at last month's meeting. Steve noted with all the faculty and staff retrenchments, this is a difficult time at the college; it's hard for everyone going through this; and it doesn't just represent positions, it represents people who have dedicated years of service to Chemeketa and the college's students. Steve said the culture at Chemeketa has changed, and stated he hoped it would become more of a unified culture after the pandemic but feels it's become more of a culture of fear. Trust has been broken, morale is the lowest it has been during his time at the college, and he is concerned about the direction the college is headed right now. Steve noted that employees, in particular faculty and classified staff, need to be prioritized, and the college needs to reinvest in the people that make Chemeketa such a special place to learn.

Jessica commented on the HECC report that is referenced in the CFA report, and said that the college will be analyzing and digging into those numbers, comparing them with the college's current internal data. Results of that analysis will be shared in order to provide clarity to the board and the community.

Aaron King, Chemeketa Classified Association (CCA), highlighted the new employee luncheon that is being relaunched after the pandemic, and that work is underway to bring back other social events. Aaron thanked those who provided public comments today.

Gaelen McCallister, Chemeketa Exempt Association (CEA), said the reports stand as written and noted that exempt members have received notices as well, and their experience will be missed. Gaelen stated she admired everyone who stood up tonight to talk about their commitment to the college, and she looks forward to working with everybody to continue to serve students as the college goes through this process.

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Reports from the College Board of Education

Diane Watson attended the Woodburn First Citizen Awards Banquet where Elias Villegas, Dean of the Woodburn Center, received the First Citizen Award; Woodburn, Brooks, and Salem Capital Projects Action Team (CPAT) Forums; the new fire engine celebration; the Marion County State of the County; Woodburn Rotary; North Marion School District Board meeting with Jessica Howard; Keizer Greeters; Keizer State of the City; and the Oregon Community College Association (OCCA) Diversity, Equity, and Inclusion subcommittee.

Ed Dodson attended the Silverton Chambers First Citizens Awards, OCCA legislative calls, Roberts High School at Chemeketa tour, Brooks and Salem CPAT Forums, Woodburn First Citizens Awards, the new fire engine celebration, the Marion County State of the County, and

several legislative hearings. He met with several representatives and senators regarding issues the college was promoting.

Ken Hector said his monthly activity report reflects eight entries, fourteen activities, and stands as written. Ken commented on the legislative panel at the OCCA annual legislative summit which included one of the college's students, Peter Wirf. Ken stated Peter conducted himself well, was commendable, and performed admirably.

Jackie Franke attended two East Salem rotary meetings and the fire engine celebration.

Neva Hutchison attended the Chemeketa Diversity, Equity, and Inclusion committee to discuss the board's experience going through the Cultural Competency program, agenda review, the OCCA annual legislative summit and reception, and the Roberts at Chemeketa tour. Neva stated that Roberts at Chemeketa is an amazing program for kids who have trouble fitting in the standard high school arena. These students were excited, well-spoken, and re-invested in the learning process.

Ron Pittman attended the quarterly meeting with Jessica Howard, the Roberts Tour at Chemeketa which he found impressive, agenda review, the new fire engine celebration, and the OCCA annual legislative summit. He also met with Danielle Hoffman and Paul Davis at Yamhill Valley Campus for an update.

H. INFORMATION

Results of the 2022 Certification and Licensure Examinations

Executive Dean Marshall Roache said the report stands as written and provided some highlights concerning the comparison of 2022 certification and licensure exam numbers with pre-pandemic results from 2019. In 2019, there were 33 plumbers, 39 electricians, 15 pharmacy technicians, and 14 welding students who earned certification. In 2022, there were 35 plumbers, 47 electricians, 16 pharmacy technicians, and 22 welding students who earned certification. The nursing students continue to have a 100 percent pass rate on the National Council Licensing Examination Registered Nurse (NCLEX-RN) exam.

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Diane Watson asked what happens to the students who don't pass, and does the college assist them? Marshall said students can come back and take most of the exams multiple times, and the college has support programs to help the students in that effort. Jackie Franke would like to know about employment data, and Marshall will get that information to Jackie.

2023–2024 Sabbatical Leave Requests

Peter Hoelter, Sabbatical Review Committee Co-Chair, recommends seven requests for a total of 18 terms of leave on behalf of the committee.

Neva Hutchinson asked if it was possible to get a report back regarding what faculty on sabbatical have learned. Peter said every person on sabbatical sends in a quarterly update to their dean or Executive Dean, some give presentations to their departments and there is discussion on bringing those back now that the pandemic is easing. Ken Hector asked if the rubric is solely a product of the Sabbatical Review Committee. Peter said yes, but it was developed collaboratively (there are three faculty members and three exempt members on the committee). He said the rubric was also reviewed by the CFA, and there are other stakeholders as well. Ron Pittman thanked the committee for its work.

I. STANDARD REPORTS

Personnel Report

Alice Sprague said the report stands as written and noted there are three new positions and one of them is general funded.

Budget Status Reports

Aaron Hunter noted that a green sheet was provided for the Statement of Resources and Expenditures because the line item for College Support Services was overstated by approximately \$100,000 due to reclassification of some expenses in that category. The tuition and fees line item does include the full amount, including the refunds for winter term. On the Budget Status report, the spend percentage is consistent with the previous year, personnel cost savings reflect the number of vacant positions that were held, and non-personnel services are tracking consistently. On the Status of Investments, there were four maturities, and they were reinvested. The Local Government Investment Pool (LGIP) rates remain the same.

Capital Projects Report

Aaron Hunter noted that the Building 34 demolition has been delayed due to the weather, and the Facilities Department is in the process of updating charging stations at the Salem and YVC campuses and adding additional stations.

Recognition Report

Jessica Howard acknowledged employees in the written report.

J. ACTION

Ken Hector moved and Ed Dodson seconded a motion to approve consent calendar items No. 1–3.

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1. Approval of Proposed Bachelor of Science (BAS) Student Tuition and Fees for 2023–2024 [22-23-123]
2. Approval of On Call Heating, Ventilation, Air Conditioning (HVAC), Boiler and Plumbing Maintenance Repair and Installation Services Contract Award [22-23-124]
Aaron Hunter, Associate Vice President/CFO
3. Approval of Chemeketa Cooperative Regional Library Service (CCRLS) Dedicated Internet Access and Wide Area Network Transport Service Contract Award [22-23-125]
Aaron Hunter, Associate Vice President/CFO

The motion CARRIED.

K. APPENDICES

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

L. FUTURE AGENDA ITEMS

None were heard.

M. BOARD OPERATIONS

N. ADJOURNMENT

The meeting adjourned at 7:01

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

Ron Pittman
Board Chair

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Date