A large, stylized fish logo in shades of green and yellow, positioned on the left side of the page. The fish is facing right and has a circular eye. The logo is partially obscured by a white text box.

Regular Meeting

October 20, 2021

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

October 20, 2021

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

- | | | |
|--|--|------------------------------------|
| I. Workshop | 4–5 pm | Web Conferencing/Livestream |
| A. Risk Management and Insurance Report
Michael Kinkade, Interim Vice President—CSSD | | 1a |
| B. Associated Students of Chemeketa (ASC) Leadership
Bruce Clemetsen, Vice President—Student Affairs | | 1b |
| II. Administration Updates | 5–5:45 pm | Web conferencing |
| III. Regular Session | 6 pm | Web Conferencing/Livestream |
| A. Call to Order | | |
| B. Pledge of Allegiance | | |
| C. Chemeketa Land Acknowledgement | | |
| D. Roll Call | | |
| E. Comments from the Public | | |
| F. Approval of Minutes—Workshop and Regular Board Meeting
of September 15, 2021 | | 2–9 |
| G. Separate Action | | |
| 1. Approval of Retirement Resolution No. 21-22-07,
Eva M. Payne
David Hallett, Vice President—Governance and Administration | [21-22-111] | 10–11 |
| H. Reports | | |
| 1. Reports from the Associations | | |
| a. Sam Brennan | Associated Students of Chemeketa (ASC) | 12 |
| b. Steve Wolfe | Chemeketa Faculty Association (CFA) | 13 |
| c. Aaron King | Chemeketa Classified Employees Association | 14–15 |
| d. Megan Cogswell | Chemeketa Exempt Employees Association | 16–17 |
| 2. Reports from the College Board of Education | | |
| I. Information | | |
| 1. 2021 iSTART Higher Education Coordinating Commission
(HECC) Summer Bridge
Bruce Clemetsen, Vice President—Student Affairs | | 18 |

J. Standard Reports

- | | |
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| 1. Personnel Report | 19–20 |
| David Hallett, Vice President—Governance and Administration | |
| 2. Budget Status Report | 21–25 |
| Jessica Howard, President/Chief Executive Officer | |
| 3. Capital Projects Report | 26 |
| Michael Kinkade, Interim Vice President—CSSD | |
| 4. Institutional Advancement Foundation Quarterly Report
July 2021–September 2021 | 27 |
| David Hallett, Vice President—Governance and Administration | |
| 5. Grant Activities July 2021–September 2021 | 28–30 |
| David Hallett, Vice President—Governance and Administration | |
| 6. Summer Term 2021 Enrollment Report | 31–33 |
| Mike Vargo, Vice President—Academic Affairs | |
| 7. Chemeketa Community College COVID-19 Health and
Safety Operational Plan | 34 |
| Michael Kinkade, Interim Vice President—CSSD | |
| 8. Recognition Report | 35–36 |
| Jessica Howard, President/Chief Executive Officer | |
| 9. President’s Report | 37–39 |
| Jessica Howard, President/Chief Executive Officer | |

K. Separate Action (Continued)

- | | | |
|---|-------------|--------|
| 2. Approval of Appointment of Budget Committee Members | [21-22-112] | |
| for Zone 1, Resolution No. 21-22-08, and Zone 5, | | 40–40b |
| Resolution No. 21-22-09 for 2021–2024 | | |
| David Hallett, Vice President—Governance and Administration | | |

L. 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. Acceptance of Program Donations July 1, 2021 through
September 30, 2021 | [21-22-113] | 41 |
| David Hallett, Vice President—Governance and Administration | | |
| 2. Approval of Grants Awarded July 2021–September 2021 | [21-22-114] | 42–43 |
| David Hallett, Vice President—Government and Administration | | |

M. Appendices

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| 1. Mission – Vision – Core Themes – Values | 44 |
| 2. Campus Map | 45–46 |
| 3. District Map | 47 |

N. Future Agenda Items

O. Board Operations

P. Adjournment

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 of 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, OR 97305.

To request this publication in an alternative format, please call 503.399.5192.

Workshop-A
October 20, 2021

RISK MANAGEMENT AND INSURANCE REPORT

Prepared by

John McIlvain, Manager—Emergency and Risk Management
Rebecca Hillyer, General Counsel
Michael Kinkade, Interim Vice President—CSSD

John McIlvain, the college's emergency and risk management manager, and Kathy Bowen, Senior Account Executive of USI Insurance Services, the college's Agent of Record, will make a presentation on college insurance coverage. Topics to be discussed will include an overview of current property and casualty coverage, renewal highlights and a claims overview.

Workshop-B
October 20, 2021

ASSOCIATED STUDENTS OF CHEMEKETA (ASC) LEADERSHIP

Prepared by

Joel Gisbert, Coordinator—Civic Engagement
Mike Evans, Dean—Student Retention and College Life
Manuel Guerra, Executive Dean—Student Development and Learning Resources
Bruce Clemetsen, Vice President— Student Affairs

The Associated Students of Chemeketa (ASC) is the student government organization representing the needs of Chemeketa students. In fulfilling its mission, ASC plays a significant role in student retention and completion, and serves as the primary student voice for all Chemeketa students. In addition, ASC works within the Student Retention and College Life department to create an atmosphere designed to improve students' sense of belonging at Chemeketa. Some key responsibilities of ASC include representing student perspectives on college committees, facilitating student clubs, creating community service opportunities, sponsoring student activities and events, participating in legislative visits and encouraging student political engagement, and assisting with functions of the Student Retention and College Life office and Multicultural Center.

APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meeting of September 15, 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 meeting as submitted.

Minutes
October 20, 2021

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

September 15, 2021

I. WORKSHOP

Jackie Franke, Chair, called the workshop to order at 4:02 pm via Zoom.

Members in Attendance: Ed Dodson (joined 4:06 pm); Jackie Franke, Chair; Ken Hector (joined 4:04 pm); Neva Hutchinson; Ron Pittman, Vice Chair; and Diane Watson. Absent: Betsy Earls.

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; Michael Kinkade, Interim Vice President, College Support Services; Rich McDonald, Interim Chief Financial Officer; and Katie Bunch, Director of Business Services.

A. Student Institutional Metrics and Early Momentum Outcomes from Academic Year 2020–2021

Heidi Gilliard, Director of Institutional Research and Reporting, shared a PowerPoint presentation on student success data graduation and transfer rates. Heidi discussed several slides and reviewed the most recent data for the 2020–2021 academic year, including: 3-year graduation rate; 6-year graduation rate and transfer rate; first-time-ever-in-college (FTEIC) cohort data broken down by 12 college credits in the first term, 36 credits in the first year, and percentage comparison from 3-years to 6-years, and then compared the graduation rates, transfer rates, and credits taken by race and ethnicity, allowing the college to look for achievement gaps. This presentation will be shared every fall term with the board, as well as workshops every winter and spring term that will cover other student success data points.

B. University Partnerships Supporting Transfer and Graduation

Bruce Clemetsen, Vice President of Student Affairs and Don Brase, Executive Dean of General Education and Transfer Studies shared a PowerPoint presentation showing efforts of the college to change and improve the indicators in student transfer and graduation. Topics discussed included: national trends for 2020–2021; the college's top 10 transfer partners; memoranda of understanding with universities supporting transfer; the benefits of partnerships; Chemeketa's participation in admission, financial aid, and advising; the college's top degrees and majors earned through transfer; and improving student participation in clear and efficient pathways.

The board asked numerous questions during the workshops and thanked staff for information.

A recess was taken at 4:49 pm.

II. ADMINISTRATION UPDATES

Jackie Franke, Chair, called the meeting to order at 5:04 pm via Zoom.

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Members in Attendance: Ed Dodson; Jackie Franke, Chair; Ken Hector; Neva Hutchinson; Ron Pittman, Vice Chair (joined at 5:08 pm); and Diane Watson. Absent: Betsy Earls.

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; Michael Kinkade, Interim Vice President, College Support Services; Rich McDonald, Interim Chief Financial Officer; and Katie Bunch, Director of Business Services.

Updates were discussed with the board regarding the Association of Community College Trustees (ACCT) conference, ACCT board committee applications, board goals (and their affirmation), the Oregon Community College Association (OCCA) conference, fall kickoff, applied baccalaureate degree application, health and safety approaches for fall, highlights from the Human Resources and Chemeketa Press retreats, in-person services offered in August, Strategic Enrollment Management (SEM) efforts, the PERS bond sale, and agenda preview.

A recess was taken at 5:43 pm.

III. REGULAR SESSION

A. CALL TO ORDER

Jackie Franke, Chair, reconvened the board meeting at 6:00 pm. The meeting was held via Zoom.

B. ROLL CALL

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

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; Michael Kinkade, Interim Vice President, College Support Services; Rich McDonald, Interim Chief Financial Officer; and Katie Bunch, Director of Business Services.

Board Representatives in Attendance: Steve Wolfe, Chemeketa Faculty Association (CFA); Aaron King, Chemeketa Classified Association (CCA); and Megan Cogswell, Chemeketa Exempt Association (CEA).

C. COMMENTS FROM THE PUBLIC

None.

D. APPROVAL OF MINUTES

Ron Pittman moved and Diane Watson seconded a motion to approve the College Board of Education minutes from July 21, 2021 and the work session minutes of September 1, 2021.

The motion CARRIED.

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October 20, 2021

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E. SEPARATE ACTION

Ratification of the Chemeketa Faculty Association Contract

David Hallett stated that a new three-year faculty contract is in place, running from July 1, 2021 through June 30, 2024. Chemeketa Faculty Association voted and approved this contract contingent on board approval. It is recommended that the College Board of Education ratify the collective bargaining agreement with the Chemeketa Faculty Association to be effective July 1, 2021. David noted the signatory page for the contract will be sent via mail.

Jackie Franke congratulated and thanked the entire team from both sides for their work. David thanked the administrators and faculty member teams for their commitment to the process and the collegial and collaborative manner during the negotiations. Steve Wolfe echoed David's sentiments and gave kudos to Chris Nord, chair of the faculty bargaining team, for the great job performed by Chris and the team.

Neva Hutchinson moved and Ken Hector seconded a motion to approve the ratification of the Chemeketa Faculty Association contract.

The motion CARRIED.

Approval of Retirement Resolutions No. 21-22-06, Mary F. Schroeder and No. 21-22-05, Bonnie L. Perry

Board members read each retirement resolution. These two employees represent a total of 49 years and 11 months of service. Bonnie and Mary shared a few words and board members and staff thanked them for their service.

Ken Hector moved and Neva Hutchinson seconded a motion to approve the retirement resolutions as noted above.

The motion CARRIED.

F. REPORTS

Reports from the Associations

Steve Wolfe, Chemeketa Faculty Association, Aaron King, Chemeketa Classified Association, and Megan Cogswell, Chemeketa Exempt Association, said their reports stand as written.

Reports from the College Board of Education

Ed Dodson attended the paramedic graduation, SEDCOR annual luncheon, board work session, OCCA special board meeting, and director interviews,

Diane Watson attended the Keizer Greeters, board work session, and fall kick-off.

Neva Hutchinson attended the paramedic graduation and board work session.

Ron Pittman attended a quarterly lunch with Jessica, the board work session, and McMinnville Greeters.

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Ken Hector attended a DACA presentation, the Silverton Chamber First Citizen awards, and the SEDCOR annual luncheon; he also participated in the Silverton Homer Davenport parade and activities, the Silverton After-School Activities program fundraiser, a meeting with Diane McLaran regarding a possible Chemeketa bond, the Silverton Area Community Aid annual fundraiser, and the morning portion of the board work session.

Jackie Franke attended a MWVCOG employee retirement, the Hayesville Neighborhood Association meeting, the SEDCOR annual luncheon, the MWVCOG executive council meeting, the board work session, and agenda review.

G. INFORMATION

Equity Scorecard

Vivi Caleffi Prichard, Chief Diversity and Equity Officer, and Heidi Gilliard, Director of Institutional Research and Reporting, provided a joint presentation on the equity scorecard. Vivi stated that the report has changed a little bit from last year. The college has been moving to align the data tracked institutionally with the equity scorecard metrics that are presented annually. This information informs the work done at the college on a strategic and practitioner level, and highlights both areas in which the college excels and those areas that need to be further developed or examined. The equity scorecard was initiated by the Diversity Advisory Council several years ago, and it is meant to bring awareness and inform the college on how students can best be served equitably.

Heidi discussed the color coding on the metrics, reviewed the equity scorecard with the board, and discussed the equity findings in the academic quality, access, and student success areas desegregated by race and ethnicity for the past five years. One indicator of academic quality is students' ability to find employment after leaving Chemeketa. A key metric for this indicator is the one-year employment rate. The scorecard also uses wage data to provide context for students. Also, Vivi mentioned the importance of looking at trends and spikes in the data with regard to race and ethnicity. The question was asked: if BIPOC students who are pursuing degrees or certificates are receiving lower wages, how can the college impact that? Vivi provided some possible reasons for this scenario.

Regarding access, the college is looking at the percentage of staff, faculty and students who identify with race and ethnicity groups. Heidi reviewed the percentages and graphs with the board, and Vivi reviewed workforce demographics, areas of growth and underrepresentation.

Heidi stated that student success indicators were broken into two parts. One indicator is the percentage of students who complete gateway courses in their first year, and Heidi discussed the data. Vivi noted that on every success metric, Black/African American and Native Hawaiian/Pacific Islander students consistently experienced the most significant gaps. The college's retention and completion efforts need to consider the individual needs of those students and be culturally relevant and specific to those student populations. The second indicator looks at completion through graduation and transfer rates within three years, and transfer rates within six years. Heidi reviewed the percentages and noted the Black/African American cohort is smaller and they are consistently below average when it comes to graduation rates. That trend is being reviewed.

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I. STANDARD REPORTS

Personnel Report

Alice Sprague, Associate Vice President of Human Resources, said the report stands as written and provided a few highlights. Regarding the ten new hires, three positions are grant-funded or partially grant-funded. The position changes section includes current employees whose positions have been evaluated for added duties and responsibilities, which often necessitates a change in classification. Also, it includes vacant positions and external recruitment positions in which employees have been successful candidates.

Budget Status Reports

Katie Bunch, Director of Business Services, noted on the Statement of Resources and Expenditures that the tuition and fees figure represent summer term and part of fall tuition. Next month the amount will be higher due to fall term having started. On the preliminary Statement of Resources and Expenditures for the year end, the statement is showing a \$15.5 million ending fund balance. This is more than the college was expecting, due in large part to the capture of lost tuition and fee revenue through federal funds the college received during the pandemic. Transactions are still being posted and audit preparation is underway, so the numbers will be changing. The final numbers will be available during the audit presentation in December.

Rich McDonald, Interim Chief Financial Officer, said on the Status of Investments there were two maturities since the last report. Also, there has been an interest rate change for the local government investment pool; it has dropped by .05 percent. When taxes start coming in, the college will start looking for additional investments in October or November.

Capital Projects Report

Michael Kinkade said the report stands as written.

Chemeketa Cooperative Regional Library Service Report

John Hunter, Executive Director of CCRLS, said the report stands as written. John stated the courier truck has risen to prominence in library operations in delivering books from one library to another. In the last quarter, there were almost 100,000 items that were delivered on the courier truck. In addition, the library will be hiring an outreach librarian and purchasing an outreach van.

Chemeketa Community College COVID-19 Health and Safety Operational Plan

John McIlvain, Emergency and Risk Manager, provided an update. In August, due to the Delta variant, the governor, Oregon Health Authority (OHA), and Oregon Occupational Safety and Health Administration (OSHA) mandated the return of mask wear indoors, and outdoors if six feet of space cannot be maintained between individuals. Also, Chemeketa's Health and Safety Operation Plan returned to the public website. John shared the list of precautions and protocols the college is following to minimize exposure risk to students and staff. The health and safety protocols are in compliance with the Center for Disease Control (CDC) and state guidance and requirements.

Jackie Franke thanked John for the work he is doing. Diane Watson asked about vaccinations on campus and outreach. John noted that Salem Health is providing vaccination clinics on

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September 27–28 on the Salem campus, and Woodburn Ambulance is providing clinics at the Woodburn campus. Ed Dodson asked about booster shots, and John said if booster shots are allowed, Salem Health would do that at the vaccination clinic in September.

Recognition Report

Jessica Howard acknowledged all the employees in the written report.

I. SEPARATE ACTION (Continued)

Approval of Salaried Faculty, Part-Time (Adjunct) Bargaining Faculty, and Part-Time Non-Bargaining/Non-Credit Faculty Salary Schedules for 2021–2022 [21-22-109]

Alice Sprague reviewed the faculty tables for salaried, part-time (adjunct) bargaining faculty, and part-time non-bargaining/non-credit faculty salary schedules with the board. It was recommended that the board approve the salary schedules noted above for 2021–2022.

Ken Hector moved and Neva Hutchinson seconded a motion to approve the faculty tables for salaried, part-time (adjunct) bargaining faculty, and part-time non-bargaining/non-credit faculty salary schedules

The motion CARRIED.

Approval of College Board of Education Recommendation of Ken Hector as the Association of Community College Trustees (ACCT) Public Policy and Advocacy Committee Associate [21-22-110]

Jackie Franke stated Ken Hector has served on this committee for three years, and, after a required hiatus, he would like to participate in another term.

Ed Dodson moved and Ron Pittman seconded a motion to approve the recommendation of Ken Hector as the Association of Community College Trustees (ACCT) Public Policy and Advocacy Committee Associate.

Ken Hector thanked the board for their confidence in him and recommendation.

The motion CARRIED.

J. APPENDICES

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

K. FUTURE AGENDA ITEMS

None were heard.

L. BOARD OPERATIONS

None.

M. ADJOURNMENT

The meeting adjourned at 7:17 pm.

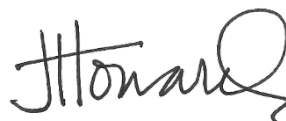
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Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Chair

October 20, 2021

Date

Separate Action-1
October 20, 2021

**APPROVAL OF RETIREMENT RESOLUTION
NO. 21-22-07, EVA M. PAYNE
[21-22-111]**

Prepared by

David Hallett, Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached is the resolution honoring Eva M. Payne who retired effective August 31, 2021.

It is recommended that the College Board of Education adopt Resolution No. 21-22-07, Eva M. Payne.

Separate Action-1
October 20, 2021

**RETIREMENT RESOLUTION NO. 21-22-07,
EVA M. PAYNE**

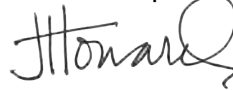
WHEREAS, Eva M. Payne began her 19-year, 11-month association, as a salaried employee, with Chemeketa Community College in September, 2001; and

WHEREAS, Eva M. Payne gave dedicated service to Chemeketa Community College currently as Instructor-Communication Skills, Liberal Arts Department of General Education and Transfer Studies Division; therefore,

BE IT RESOLVED, that upon her retirement date of August, 31, 2021, the College Board of Education hereby honors and commends Eva M. Payne for her loyalty, dedication and personal commitment to Chemeketa Community College.



Ron Pittman
Board Chairperson



Jessica Howard
President/Chief Executive Officer

Report-1a
October 20, 2021

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Samantha Brennan, ASC Executive Coordinator

ASC executive coordinator Sam Brennan will provide a verbal report for the Associated Students of Chemeketa at the October 20, 2021, Board of Education meeting.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

SEPTEMBER CFA MEETINGS

The CFA fall general membership meeting was held via Zoom at noon on Wednesday, September 15, with nearly 90 faculty attending. The CFA Executive Board held its first meeting of the academic year that week via email.

CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

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

Amanda Beckner, External Vice-President—Chemeketa Community College Classified
Employees Association

Aaron King, President—Chemeketa Community College Classified Employees Association

PRESIDENT'S NOTES

September brings the beginning of Fall and the start of changes. The weather turns to rain and colder days. The leaves are changing colors and students are on campus once again. It's been nice seeing new and familiar faces around campus. Reconnecting with colleagues, staff and students.

The Classified Association welcomed five new classified employees and congratulated Jasmin Flores Ascencio for the new promotion, which is well deserved. Please see below for a list of the new classified employees.

We have also had some changes within the classified. Carlos Ordonez, Student Services Specialist has moved to the Woodburn Center. Carlos, we hope you get a chance to sample some of the Woodburn Center's catered meals. I've heard they are legendary! We wish you the best of luck in your new role.

Amanda Beckner, Department Specialist working in Health Sciences has been invited by the Classified Board to serve as External Vice President during the September 21, 2021, regular board meeting. Amanda has graciously accepted the position and will serve the remainder of the current term, June 30, 2022. The CCA Nominations and Elections Committee is currently holding a midterm election to fill the Director of Committee Recruitment position, previously held by Amanda. The board plans to fill the vacancy, from members who have responded to the vacancy notification, at the next regular board meeting, through the regular Executive Board voting process.

The Classified enjoyed the All Staff In-Service hosted by the college's wonderful In-Service Committee. A big thank you to all involved. The CCA hosted guest speaker Matt Havens. His webinar entitled, "Stop Acting Your Age!" was a humorous and easy to understand, and recognized and resolved generational issues facing today's workforce. Other Workshop Sessions were, "Getting Back to Work—Just SHOUT it OUT!" presented by GwenEllyn Anderson, Adjunct Faculty; "Back 2 the Basics and Smart Money Management" by Mark Bain, BAIN Wealth Management; and "Technology Tips & Tricks" by Amanda Beckner and Tim King, Chemeketa Board of Directors. "A big thank you goes to the Classified Employee Retreat Planning Committee, you all did an amazing job putting the retreat together."

Report-1c
October 20, 2021

WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS

- On September 2, 2021 Juan Carlos Field was hired for the position of Student Services Specialist for the Academic Affairs department.
- On September 13, 2021, Thalia Guizar was hired for the position of Student Services Specialist in the Student Services department.
- On September 20, 2021, Taylor Cantonwine was hired for the position of Departmental Project Coordinator/Analyst in the Marketing department.
- On September 22, 2021, Gary Brittsan was hired for the position of Instructional Specialist in the Library and Learning Resources department.
- On September 23, 2021, Sarah McArthur was hired for the position of Instructional Coordinator/Analyst II in the Agriculture Sciences & Technology department.
- On September 20, 2021, Jasmin Flores Ascencio was promoted from a C15180 to a C15190 Instructional Specialist in the Academic Development department. Congratulations, Jasmin!

CHANGES

On August 16, 2021, Carlos Ordonez moved from Enrollment Services to the Woodburn Center. Carlos continues as a Student Services Specialist.

On September 21, 2021, the Classified Board unanimously voted to appoint Amanda Beckner as the new External Vice President of the CCA. Amanda started out on the board as a Union Steward and was most recently the Director of Committee Recruitment.

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Lynn Irvin, Vice President—Chemeketa Community College Exempt Association
Megan Cogswell, President—Chemeketa Community College Exempt Association

Exempt employees Don Brase, Bruce Clemetsen, Manuel Guerra, Stacey Wells, Adrian Lutz, Layli Liss and Lynn Irvin all helped plan the 2021 kickoff and inservice activities. Marie Hulett, Megan Cogswell, and Lynn Irvin participated in this year's virtual employee art show that opened during kickoff.

The association is honored to welcome new exempt employees, Jessica Roberts, Executive Assistant for Career and Technical Education; David Abderhalden, Student Services Coordinator in Health, Human Performance and Athletics; Eric Colon-Cortez, Interim Dean, Health, Human Performance and Athletics, and Mercedes Wingo, Executive Assistant in Human Resources. Jordan Bermingham is the new dean of Emergency Services and Danielle Hoffman is the new dean of Yamhill Valley Campus.

Meredith Schreiber, Director of Auxiliary Services, recently took part in a podcast and talked about how the bookstore team at the college is making a big impact on students by providing free digital course materials to students using CARES Act funding.

Timor Saffary, Dean, Math, Engineering and Computer Science, recently published an article in [Frontiers in Public Health](#) entitled, "*Analysis of COVID-19 Cases' Spatial Dependence in US Counties Reveals Health Inequalities*".

A warm welcome to new exempt board member-at-large, Adrian Lutz. Her biography and picture follow.



Report-1d
October 20, 2021

Adrian has worked for Chemeketa since 2011 in the capacity of a Program Specialist with the Woodburn Center. In November of 2019, she promoted to an Executive Assistant for the General Education and Transfer Studies Division.

Adrian and her husband Brent have lived in Oregon their whole lives and enjoy the beauty of it. They have three children and one dog. In order of age: Falisha, a stay-at-home mom, has made them the happiest grandparents of five grandchildren (three girls and one set of twin boys). Marisa, graduated from OSU as a pre-med student and is currently taking advantage of a gap year and traveling the world. Brea (a.k.a., "the roommate"), is a senior in high school and is aspiring to be a nurse. Abby is the youngest of their children; she is a 13-year-old Terrier and Lhasa Apso mix.

What Adrian loves most about working at Chemeketa is being part of the experience of the transformation of students and staff who achieve their goals by taking part in the opportunities Chemeketa has to offer. In 2012, she decided to finish a degree she started in 1995. She was able to accomplish her goal in 2018, She received an Associate's Degree of Applied Science through the Business Program at Chemeketa.

During her time outside of work she enjoys spending time with family (especially grandkids), gardening or taking part in event planning and decorating.

2021 iSTART HIGHER EDUCATION COORDINATING COMMISSION (HECC) SUMMER BRIDGE

Prepared by

Liliana Landa-Villalba, Coordinator—CAMP & Latino Outreach
Mike Evans, Dean—Student Retention and College Life
Manuel Guerra, Executive Dean—Student Development and Learning Resources
Bruce Clemetsen, Vice President—Student Affairs

The 2021 iSTART program took place July 20 to September 2, 2021. This year's program was delivered in a hybrid format, which consisted of students being on campus two days, and one day receiving remote instruction. Under the guidance of John McIlvain, Manager of Emergency and Risk Management, COVID protocols were put in place to assure the safety of students and staff.

The program's objectives focused on helping first-year, first-generation college students develop a sense of belonging through making connections with iSTART peers and staff. In addition, students benefited from making progress on financial aid requirements at Chemeketa. Furthermore, students received support from a Success Navigator, who helped them with the onboarding process and assisted with assigning a Chemeketa advisor. Students received assistance registering for fall term classes and learned about campus resources.

With the assistance of Colin Stapp and Thomas Bishop in the Online department, students were given access to a Canvas course shell where they could review program content and learn about student resources. The Chemeketa Accelerated Pathways to Success (CAPS) Student Success Navigators were the hosts of each weekly session. Ten sessions were held on the Salem Campus, and one session each at the Woodburn Center and Yamhill Valley Campus. Of the Salem sessions, two sessions were specifically designed for students who participated in the Salem-Keizer Launch Program and two sessions were designed specifically for returning adult students.

For the fourth consecutive year, the Higher Education Coordinating Commission (HECC) awarded Chemeketa the First-Generation Student Success Grant in the amount of \$179,783.

In total, 242 students registered for iSTART and 163 attended. Of these, 147 students registered for fall term classes (90% yield).

The overall success of the iSTART program can be measured in the following three statements the students were asked to rate (on a scale from one to five, one being lowest, and being highest):

1. "Chemeketa iSTART helped me feel more prepared to start college in the fall."
 - Students average rating of this statement: 4.64
2. "I met Chemeketa staff who I feel can be supportive as I begin my first year of college."
 - Students average rating of this statement: 4.83
3. "I made new friends that I will connect with as I begin my first year of college."
 - Student's average rating of this statement: 4.04

As the iSTART program continues to evolve, plans are being made to offer winter term iSTART sessions, with the number of sessions, and campus locations still to be determined.

PERSONNEL REPORT

Prepared by

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

NEW HIRES

Melody R. Abarca-Millan, Instructor-ESOL/Basic Adult Education—Yamhill Valley Campus, Regional Education and Academic Development Division, 100 percent, 10-month assignment, Range F9, Step 5.

Keely D. Bratcher, Instructor-Nursing—Health Sciences, Career and Technical Education Division, 100 percent, 10-month assignment, Range F9, Step 8.

Gary R. Brittsan, Instructional Specialist—Library and Learning Resources Department, Student Affairs Division, 100 percent, 12-month assignment, Range B3, Step 4.

Taylor A. Cantonwine, Department/Project Coordinator/Analyst—Institutional Advancement Department, Governance and Administration Division, 100 percent, 12-month assignment, Range C1, Step 3.

Jeremy Doucette-Hardy, Coordinator/Assistant Director—Chemeketa Center for Business and Industry Department, Career and Technical Education Division, 100 percent, 12-month assignment, Range C3, Step 6.

Thalia Guizar, Student Services Specialist—Counseling and Career Services Department, Student Affairs Division, 100 percent, 12-month assignment, Range B3, Step 4.

Sarah R. McArthur, Instructional Coordinator/Analyst II—Agricultural Sciences and Technology Department, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range C2, Step 7.

Jessica R. Roberts, Executive Assistant—Career and Technical Education Department, Academic Affairs Division, 100 percent, 12-month assignment, Range B3, Step 5.

POSITION CHANGES

Jordan M. Bermingham, Dean-Emergency Services and Diesel Technology—Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range D4, Step 7 from Dean-Emergency Services—Emergency Services and Diesel Technology, Regional Education and Academic Development Division.

Moises E. Duarte, Instructor-Alternative High School—High School Partnerships Department, Regional Education and Academic Development Division, 100 percent, Range F1, Step 9 from Range F9, Step 9.

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October 20, 2021

Jasmin Flores Ascencio, Instructional Specialist—Academic Development Department, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range B3, Step 4 from Department Technician I-11-months—Academic Development Department, Regional Education and Academic Development Division.

Angel R. Manzo, Department Specialist—Human Resources Department, Governance and Administration Division, 100 percent, 12-month assignment, Range B3, Step 4 from Department Specialist—Human Resources Department, Governance and Administration Division.

Kevin J. Olson, Instructor-GED Options/High School Programs—High School Partnerships Department, Regional Education and Academic Development Division, 100 percent, Range F1, Step 12 from Range F9, Step 12.

Carlos E. Ordonez, Student Services Specialist—Woodburn Center, Regional Education and Academic Development Division, 100 percent, Range B3, Step 6, from Student Services Specialist—Chemeketa Accelerated Pathways to Success Department, Student Affairs Division.

Denise M. Petschauer, Instructor-GED Options/High School Programs—High School Partnerships Department, Regional Education and Academic Development Division, 100 percent, Range F1, Step 10 from Range F9, Step 10.

REMEMBRANCES

Honoring Friday K. Valentine for her 9-years of dedicated service for Chemeketa Community College. Friday passed way September 30, 2021.

RETIREMENTS

Eva M. Payne, Instructor-Communication Skills, Liberal Arts Department, General Education and Transfer Studies Division, effective August 31, 2021.

SEPARATIONS

Audrey Roberson, Department Specialist—Human Resources Department, Governance and Administration Division, effective September 23, 2021.

BUDGET STATUS REPORT

Prepared by

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

The financial reports of the general fund and investments for the period from July 1, 2021, through September 30, 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 September 30, 2021
- Quarterly Update of Other Funds

**Chemeketa Community College
Statement of Resources and Expenditures
As of September 30, 2021**

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
Resources:				
Property Taxes	25,030,000	212,013	0.85%	(24,817,987)
Tuition and Fees	25,460,000	10,328,603	40.57%	(15,131,397)
State Appropriations - Current	37,300,000	18,232,897	48.88%	(19,067,103)
Indirect Recovery	1,140,000	168,229	14.76%	(971,771)
Interest	600,000	36,771	6.13%	(563,229)
Miscellaneous Revenue	300,000	264,934	88.31%	(35,066)
Transfers In	100,000	100,000	100.00%	-
Fund Balance	13,000,000	-	0.00%	(13,000,000)
Total Resources	102,930,000	29,343,447	28.51%	(73,586,553)
Expenditures:				
Instruction	39,619,954	5,735,123	14.48%	33,884,831
Instructional Support	14,182,384	3,162,717	22.30%	11,019,667
Student Services	9,381,454	2,019,077	21.52%	7,362,377
College Support Services	19,064,650	4,650,989	24.40%	14,413,661
Plant Operation and Maintenance	7,531,558	1,455,383	19.32%	6,076,175
Transfers and Contingency	11,650,000	1,251,934	10.75%	10,398,066
Total Expenditures	101,430,000	18,275,223	18.02%	83,154,777
Unappropriated Ending Fund Balance	1,500,000			

Chemeketa Community College
Budget Status Report
As of September 30, 2021

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	10,142,103.00	2,514,967.43	7,327,235.61	299,899.96
6120	Classified Salaries	13,819,939.00	3,187,495.08	9,475,982.73	1,156,461.19
6124	Part-Time Hourly & Student Wages	1,175,039.00	95,650.04	-	1,079,388.96
6130	Faculty Salaries	17,753,432.00	2,274,251.34	14,488,607.72	990,572.94
6132	Part-Time Faculty	8,459,866.00	1,336,577.44	1,857.15	7,121,431.41
6140	Other Salaries & Wages	252,448.00	8,458.52	-	243,989.48
6510	Fixed Fringe Benefits	10,584,378.00	2,313,643.86	-	8,270,734.14
6511	Variable Fringe Benefits	16,520,052.00	2,969,951.19	-	13,550,100.81
6512	Other Fringe Benefits	175,000.00	59,594.00	-	115,406.00
	Subtotal Personnel Services	78,882,257.00	14,760,588.90	31,293,683.21	32,827,984.89

18.71%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,864,627.00	152,588.86	-	1,712,038.14
720	Equipment \$500-\$4,999	241,956.00	7,990.20	-	233,965.80
7300	Legal Services	128,300.00	1,459.46	49,625.00	77,215.54
7310	Insurance	704,245.00	693,022.30	-	11,222.70
7320	Maintenance	452,005.00	119,753.90	60,023.50	272,227.60
7330	Communications	971,375.00	116,002.14	-	855,372.86
7340	Space Costs	1,923,862.00	223,263.92	19,895.50	1,680,702.58
7350	Staff Development	132,180.00	16,249.99	-	115,930.01
7360	Travel	400,272.00	9,126.87	-	391,145.13
7370	Other Services	3,842,414.00	849,057.98	1,016,694.07	1,976,661.95
7550	Capital Outlay	236,507.00	74,184.97	-	162,322.03
8150	Transfers Out	5,150,000.00	1,251,933.96	-	3,898,066.04
8500	Contingency	6,500,000.00	-	-	6,500,000.00
	Subtotal Non-Personnel Services	22,547,743.00	3,514,634.55	1,146,238.07	17,886,870.38
	Report Totals	101,430,000.00	18,275,223.45	32,439,921.28	50,714,855.27

15.59%

18.02%

STATUS OF INVESTMENTS AS OF SEPTEMBER 30, 2021

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 9-30-2021</u>
Oregon Short-Term Fund - General	9-30-2021	On demand	\$38,127,757.78	0.55%
Oregon Short-Term Fund - Capital	8-31-2021	On demand	\$8,837,000.92	0.55%
<u>Other Investments</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
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 0.04% as of 9/30/2021

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, 2021 - September 30, 2021**

	FUND #	RESOURCES	OBLIGATIONS	BALANCE
Auxiliary Services	680	\$ 5,138,172	\$ 855,028	\$ 4,283,144
Self-Supporting Services	2000	14,784,646	5,275,499	9,509,147
Intra-College Services	2800	9,055,664	2,129,577	6,926,087
Student Government, Clubs & Newspaper	7200	267,160	1,751	265,409
Athletics	7500	127,725	78,785	48,940
TOTAL		\$ 29,373,367	\$ 8,340,640	\$ 21,032,727

	FUND #	BUDGET	OBLIGATIONS	BALANCE
Reserve Funds	2650 & 670000	\$ 1,265,000	\$ -	\$ 1,265,000
Regional Library	2600	4,625,000	2,651,267	1,973,733
Capital Development	6000-6500	20,900,000	2,008,416	18,891,584
Student Financial Aid	4200	66,510,000	10,468,827	56,041,173
Special Projects	3000	48,075,000	6,726,984	41,348,016
Debt Service	590	34,630,000	-	34,630,000
Pension Adjustment Fund	499000	60,000,000	55,957,918	4,042,082
TOTAL		\$ 236,005,000	\$ 77,813,412	\$ 158,191,588

CAPITAL PROJECTS REPORT

Prepared by

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

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. Chillers have been delivered to the college. At this time the college is waiting for cooling season to be complete and installation will begin.

CURRENT AND COMPLETED CAPITAL PROJECTS

- **Agricultural Complex**
Exterior Projects: The greenhouse and the hoop houses are on site. Ag exemptions for the structures were declined due to recent zone restrictions added to the code. Full agricultural permits have been submitted for the greenhouse with the hoop houses soon to follow.
- **Building 49**
Fire alarm, electrical, plumbing, and mechanical inspections are all complete. The final building inspection will be closed once exterior siding is complete. Remaining items include: hand rails for both stairs, carpet replacement on front stairs, and exterior siding which will continue installation between classes until complete.

See Appendix–2; Campus Map pages 45–46.

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

NEW SCHOLARSHIPS ESTABLISHED

There have been two new scholarships established this quarter.

Forging Foundation Scholarship: The purpose of this fund is to provide assistance to students enrolled in forging-related Engineering or Manufacturing Programs. Operating as a “supporting organization” to the Forging Industry Association (FIA), the Foundation is building a pipeline of the best and brightest future employees of the forging industry.

Grippin Scholarship: The purpose of this fund is to provide assistance to students who are graduates of Falls City High School. The goal of this scholarship is to award as many full ride (an award that covers the entire cost of college) scholarships as the endowment will allow each year. This scholarship will be funded through a percentage of the overall estate, and may be close to one million dollars.

CLINT MATCH

The Foundation Board of Directors has approved the annual Clint Foundation Match for 2021. Since 2011, the Clint Foundation has offered to match up to \$10,000 if the Chemeketa Foundation can raise \$10,000 for the Clint Foundation Scholarship. This scholarship supports working students enrolled at the college full-time. Recipients are asked to make a commitment to give back to others in the future. This fundraiser will be promoted during the international day of philanthropy, #GivingTuesday, through the Foundation’s monthly newsletter and on social media. The Foundation will seek to raise \$10,000 to secure the Clint Foundation Match.

HOLIDAY MARKET

Over the last several years, the Foundation and the college have participated in the Salem Holiday Market. The Foundation has been asked again to participate in this year’s market, December 10–12. The Holiday Market will be held at the State Fairgrounds in the Jackman Long and Columbia buildings and opens on Friday evening, December 10, from 5:30–8:30 pm. The market will work on a fundraiser for the Student Relief Fund/Food Pantry. Participating departments include Robotics, Wine Studies, Early Childhood Education, Criminal Justice Club, Marketing, and the Chemeketa Carolers.

QUARTERLY DONATION REPORT

The total amount of cash contributions for July 1, 2021–September 30, 2021 is \$56,560.17; the total valuation of in-kind contributions during July 1, 2021–September 30, 2021 is \$7,030.25.

**GRANT ACTIVITIES
JULY 2021–SEPTEMBER 2021**

Prepared by

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

GRANTS SUBMITTED—JULY 2021–SEPTEMBER 2021

Grantor	Department	Descriptions	Amount
Wells Fargo Foundation	Chemeketa Foundation	Funds for emergency student aid. Jamie Wenigmann. Submitted September 23, 2021.	\$7,500
HECC Re-engagment	Regional Education and Academic Development-(READ)	Provides support to encourage transition from ABE to GETS, re-enroll high credit students who have stopped out, and encourage apprentices to earn an AAS. Chris Kato, Adam Mennig. Submitted August 13, 2021.	\$490,172
National Science Foundation (NSF)—Research Experiences for Undergraduates	General Education and Transfer Studies (GETS)	Partnership with Oregon State University to provide research training and paid research opportunities for Chemeketa students. Funds curriculum development, tuition and fellowships for students. Demitrus Ewing and Cecelia Monto.	\$80,183
		Total:	\$577,885

GRANTS PENDING NOTIFICATION—Grants submitted prior to the current quarter

Grantor	Department	Description	Amount
NSF-DUE Advancing Innovation and Impact in Undergraduate STEM Education at Two-year Institutions of Higher Education	GETS-Computer Science	Collaboration with Northwest Center for Women in Technology (NCWIT) to increase participation and completion of women in Computer Science through engaging faculty in communities of practice. Andrew Scholer. Submitted May 10, 2021.	\$10,000

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October 20, 2021

PGE Drive Change	College Support Services—Operations (CSSO) Capital Projects and Facilities	Funds for modernizing and increasing electric charging stations and acquiring an electric van for student activity transport. Supports Chemeketa's sustainability commitments. Isaac Talley. Submitted June 12, 2021.	\$221,186
U.S. Department of Education: Rehabilitation Services Administration—Disability Innovation Fund	READ Academic Transition Services (ATS)	Statewide partnerships with DHS and community colleges to connect Vocational Rehabilitation eligible participants with career pathways, pre-apprenticeships/apprenticeships and occupational skills training. 5-year grant. Adam Mennig. Submitted April 9, 2021.	\$822,794

GRANTS DECLINED—JULY 2021–SEPTEMBER 2021

Grantor	Department	Description	Amount
HECC Re-engagement	READ	Provides support to encourage transition from ABE to GETS, re-enroll high credit students who have stopped out, and encourage apprentices to earn an AAS. Chris Kato, Adam Mennig. Submitted August 13, 2021.	\$490,172

GRANTS AWARDED

Grantor	Department	Description	Amount
U.S. Department of Education, Institutional Resilience 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. Sara Hastings. Submitted October 20, 2020.	\$1,544,971
HECC- First Generation Student Success	Student Development and Learning Resources (SDLR)-CAP	Renewal application to fund iSTART, Success Coaches, embedded math tutoring, emergency funds and lending library (2year). Mike Evans, Liliana Landa-Villalba Submitted May 9, 2021.	\$359,566
SNAP Training and Employment Program	READ-ATS	Renewal application to assist Supplemental Nutrition Assistance	\$563,366

Standard Report-5
 October 20, 2021

Program participants through success coaching, connections to resources, assistance with financial aid and CTE to assist with required CTE certificate or program applications and gap funding degree program expenses. First year of new 5-year cycle. Adam Mennig. Submitted April 14, 2021.

U.S. Department of Education, Talent Search	CAP-Talent Search	Funds Talent Search college readiness support program at McKay and North Salem High Schools and their feeder middle schools. 5-year grant at \$301,784 per year. Lino Solomon. Submitted February 24, 2021.	\$1,508,920
U.S.D.A., Beginning Farmer and Rancher Development	READ-Agricultural Sciences	Funds planning for Incubator Farm adjacent to Agricultural Complex. Larry Cheyne. Submitted March 24, 2021.	\$49,697
Oregon Department of Agriculture Specialty Crop	READ-Agricultural Sciences	Partnership for student research project on Dry Farming with Oregon State University. Provides funds for student pay and equipment. Larry Cheyne. Submitted January 31, 2021.	\$88,429

Total: \$4,114,949

SUMMER TERM 2021 ENROLLMENT REPORT

Prepared by

Beth Holscher, Institutional Research Analyst
Heidi Gilliard, Director—Institutional Research & Reporting
Michael Vargo, Vice President—Academic Affairs

Items included in this report:

- Student, FTE and Enrollment Profile
- Summer Term Enrollment vs. Prior Years
- Summer Term Cumulative Enrollment

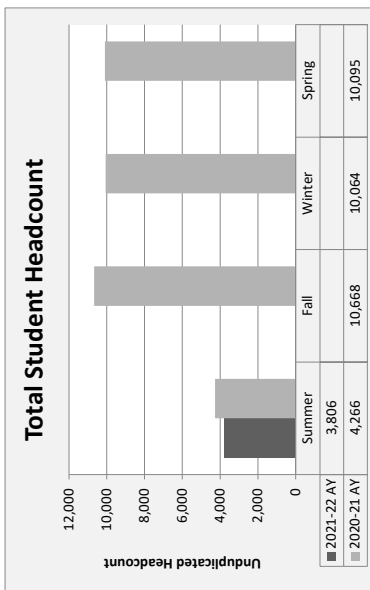
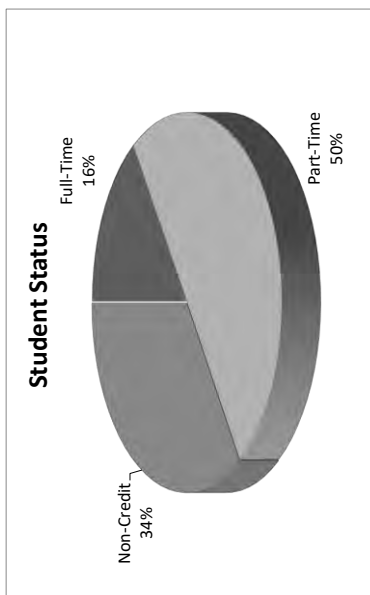
Summer 2021
Student, FTE and Enrollment Profile
All Locations

Summer 2021

STUDENTS (unduplicated headcount)

Total Students	3,806
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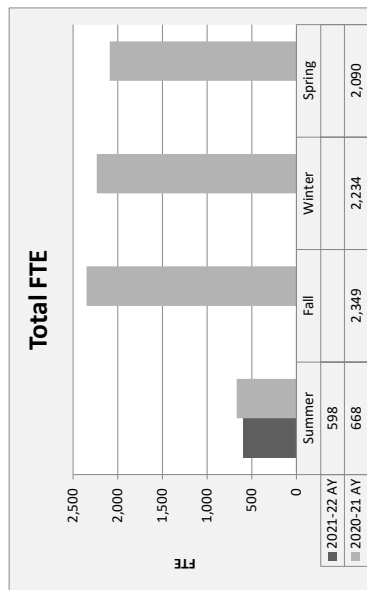
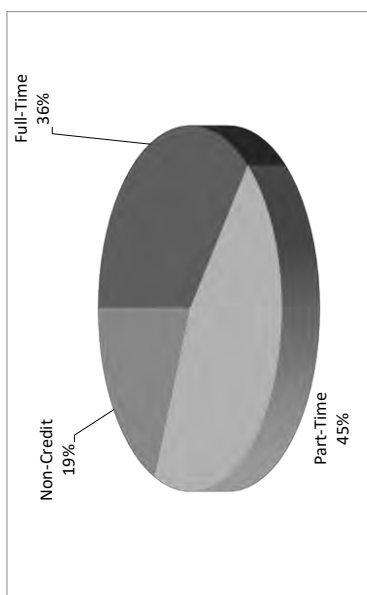
Full-Time	Part-Time	Non-Credit
587	1,910	1,309
15.4%	50.2%	34.4%



FTE

Total FTE	598
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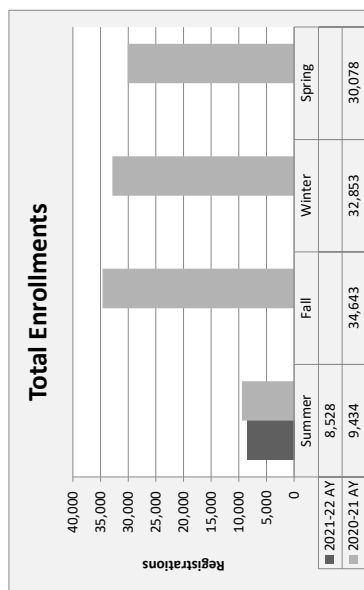
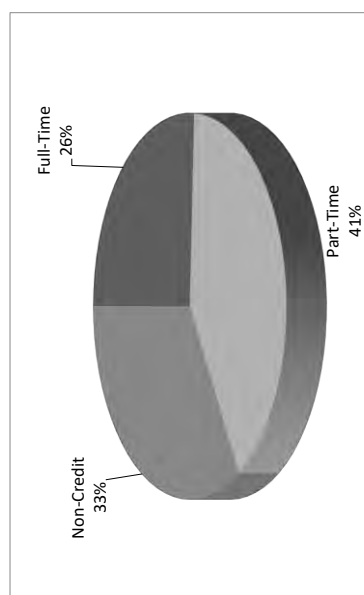
Full-Time	Part-Time	Non-Credit
214	272	112
35.8%	45.6%	18.7%



ENROLLMENTS (duplicated headcount)

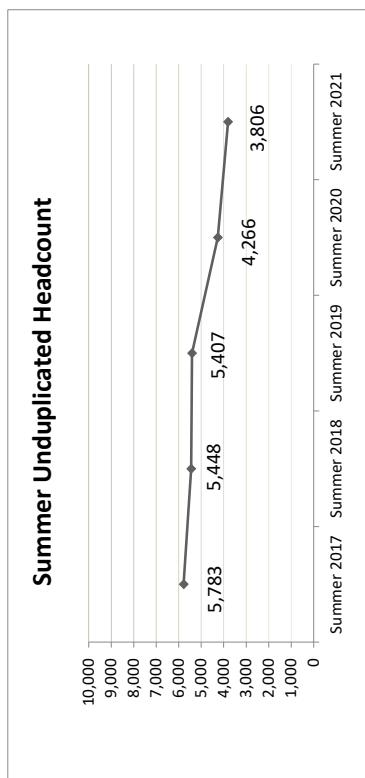
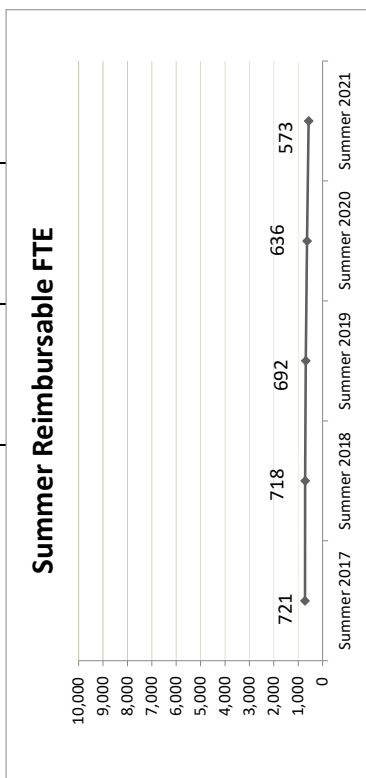
Total Enrollments	8,528
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Full-Time	Part-Time	Non-Credit
2,194	3,480	2,854
25.7%	40.8%	33.5%



Summer 2021
Student, FTE and Enrollment Profile
All Locations

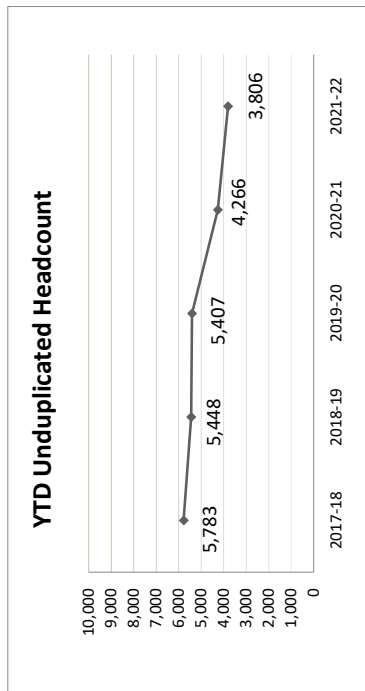
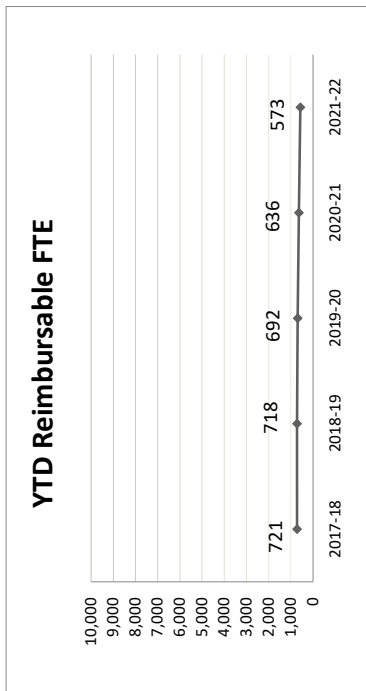
Summer-to-Summer Comparison			
Summer Term FTE and Headcount	Summer 2020	Summer 2021	% Change
Reimbursable FTE	636	573	-10.0%
Non-Reimbursable FTE	31	25	-20.6%
Total FTE	668	598	-10.5%
Unduplicated Headcount	4,266	3,806	-10.8%



Rate of Change from Summer to Summer	2017 to 2018		2018 to 2019		2019 to 2020		2020 to 2021	
	2017	2018	2018	2019	2019	2020	2020	2021
Change in Reimbursable FTE	↗ 0.3%	↘ -3.6%	↘ -3.6%	↘ -8.0%	↘ -8.0%	↘ -10.0%	↘ -10.0%	↘ -10.8%
Change in Unduplicated HC	↘ -5.8%	↗ -0.8%	↘ -0.8%	↘ -21.1%	↘ -21.1%	↘ -10.8%	↘ -10.8%	↘ -10.8%

* A horizontal arrow indicates that change was flat (within three percent).

Year-to-Date FTE and Headcount	Year-to-Date		
	2020-21	2021-22	% Change
YTD Reimbursable FTE	636	573	-10.0%
YTD Non-Reimbursable FTE	31	25	-20.6%
YTD Total FTE	668	598	-10.5%
YTD Unduplicated Headcount	4,266	3,806	-10.8%



Rate of Change YTD to YTD	2017-18 to 2018-19		2018-19 to 2019-20		2019-20 to 2020-21		2020-21 to 2021-22	
	2017-18	2018-19	2018-19	2019-20	2019-20	2020-21	2020-21	2021-22
Change in YTD Reimbursable FTE	↗ 0.3%	↘ -3.6%	↘ -3.6%	↘ -8.0%	↘ -8.0%	↘ -10.0%	↘ -10.0%	↘ -10.8%
Change in YTD Unduplicated HC	↘ -5.8%	↗ -0.8%	↘ -0.8%	↘ -21.1%	↘ -21.1%	↘ -10.8%	↘ -10.8%	↘ -10.8%

**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

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 October board meeting.

RECOGNITION REPORT

Prepared by

Jessica Howard, President/Chief Executive Officer

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

Each year the college celebrates full-time faculty who have completed their third-year faculty probation! Please join us in congratulating the following faculty on this milestone: BRIAN COVEY, LORENE KITTELSON, HEATHER MARIGER, and GARY WEST. Visit the [Third-Year Faculty Recognition Kudoboard](#) to learn a little more about each of the faculty being recognized. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Chemeketa Community College earned a top spot in College Factual's best schools' rankings for 2022. Multiple programs were listed including: nursing, and liberal arts/sciences and humanities associate degrees. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Thanks to the employees who submitted artwork for the virtual Annual Employee Art Show. The 22 employees who participated were TERESA BELL, TRICIA BENDER, RENAE BURGER, JULIA BYNUM-LEWIS, AUTUMN CHRISTENSEN, MEGAN COGSWELL, PENNY FELTNER, PACO HADLEY, PETER HOELTER, MARIE HULETT, LYNN IRVIN, TERRI JACOBSON, JESSICA LYON, LAURA MACK, BRET MALLEY, MICHAEL PARUCH, HEIDI PREUSS GREW, DOUG ROGERS, COLIN STAPP, DULCE VANNOTE, OLGA WALMISELY-SANTIAGO, and KEL WARD. *(Value: Collaboration) (Value: Innovation)*

Thanks to the employees who helped with Kick-Off this year: JUDY ALLEN, DEANNE BEAUSOLEIL, DON BRASE, SHEILA BROWN, KAY BUNNENBERG BOEHMER, BRUCE CLEMETSEN, JULIE DEUCHARS, MANUEL GUERRA, MARIE HULETT, LYNN IRVIN, TETER KAPAN, AARON KING, LAYLI LISS, RASCHEL LARSEN, ADRIAN LUTZ, CINDY MOORE, OFELIA MCQUAIN, AMANDA PATRICK, ANGIE ROSS, MARY SCHROEDER, PILLAR TORRES-BARRERA, STEVE VINCENT, and STACEY WELLS. *(Value: Collaboration)*

Thank you to the faculty members who embraced the "Accessibility Challenge" posed by the Center for Academic Innovation in August. These faculty members committed to improving the accessibility of their course materials and developed new skills and knowledge that will serve all their students going forward: KARIE BEAVERT, ALEXIS BUTZNER, JUDY CERVETTO-HEDBERG, KIM COLANTINO, REINA DAUGHERTY, MICHELE DISHONG-McCORMACK, KATIE DWYER, SHERYL GARRISON, HEATHER GOLDBLATT, TAMMY JABIN, ROBYN MACKILLIP, JEAN MITTELSTAEDT, LIA MYERS, TERESA PRANGE, ANN RAYMON, LORA REDWINE, LAURA SCOTT, ROBERT SURTON, BLANCA TORRES DE HAWKINS, and LANA TUSS. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

Standard Report-8
October 20, 2021

Congratulations to ANN RAYMON, LIA MYERS, AMANDA KNOPF, ADRIENNE BEEBE and JEAN MITTELSTAEDT who completed the Center for Academic Innovation's Universal Design for Learning (UDL) certification, including [the capstone project](#). These instructors engaged in a deliberate, reflective practice of examining instructional "pinch points" in their courses, deploying a solution based on UDL principles, gathering and analyzing student data, and drawing conclusions about how to continuously improve their course. (*Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.*)

Congratulations to BRYAN BERENGEUR, Vineyard Management instructor, and BRIAN SKAHILL, Wine Studies student, for being accepted for publication in Climate. The article is titled "Ensembles for Viticulture Climate Classifications of the Willamette Valley Wine Region." (*Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.*)

ED LAZARRA, Spanish instructor and faculty chair of the language program, walked every street in Salem, completed 172 walks, and trekked 1,621.7 miles across 18 neighborhoods mapped by the city. Ed accomplished this over an 18 month period during the pandemic. (*Value: Stewardship*)

Thanks to employees HOLLY NELSON, PAUL DAVIS, KATHRYN ELLIS and MICHELLE DYER for their enthusiastic participation at the fall McMenamins UFO Festival. Chemeketa continues to be well-represented at these out-of-sight events! (*Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.*)

Congratulations to SHELDON SCHNIDER, CAM/Machining Program Chair, who penned a piece in the fall edition of Enterprise, the quarterly magazine from SEDCOR. His article discussed Chemeketa's role in training new machinists to assume jobs in the Willamette Valley's rapidly growing manufacturing sector. (*Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.*)

PRESIDENT'S REPORT

Prepared by

Jessica Howard, President/Chief Executive Officer

Concerning our statewide partners in governance and leadership of Oregon's community colleges, the following operational and strategic activities and programs have been underway since the last President's Report in June of 2021:

OREGON COMMUNITY COLLEGE ASSOCIATION

OCCA is a board-governed membership organization formed to support the 17 community colleges and their locally elected boards. Its purpose is to provide leadership, advocacy, and support for the colleges with the governor, legislature, federal delegation, and partners such as the Higher Education Coordinating Commission, the Workforce Talent Development Board, employer groups, labor groups, and other non-profit organizations.

- OCCA has continued to provide leadership, guidance, support, and an opportunity to connect and align all 17 community colleges, including arranging late-summer Zoom meetings to discuss the Covid-19 situation and two meetings with the Governor's office concerning ongoing health and safety protocols in relation to the pandemic. OCCA has also convened a subgroup of Oregon Presidents Council (OPC) presidents to discuss HECC considerations related to possibly revising the distribution formula of the Community College Support Fund (CCSF) to incent equitable student success.
- OCCA activities since mid-June 2021 have included:
 - Meetings of OCCA committees
 - A one-day, virtual board training on September 24
 - A regular OCCA board meeting on October 8 at Columbia Gorge Community College (held virtually)
 - Shepherding forward a hiring process for the new Executive Director of the association, involving:
 - Convening and supporting a search committee composed of presidents and board members (co-chaired by Stephen Crow and Jessica Howard), the work of which took place from late June to early September
 - Hiring consultants to assist the committee
 - Holding two special OCCA Board meetings in September concerning the Executive Director search
 - A vote for the new Executive Director, Morgan Cowling, which occurred at the October 8 OCCA board meeting.
 - In an abundance of caution concerning the Covid-19 pandemic and in response to a survey of members, OCCA has rescheduled its annual conference from early November 2021 to April 13–15, 2022. It will still take place at Sunriver. The Howard Cherry Awards will be announced this fall and celebrated at the spring conference.

Standard Report-9
October 20, 2021

- OCCA standing committees have been established for the 2021–2022 year. Chemeketa’s representation upon them: Ed Dodson serves on the Legislative Committee and the DEI Committee and chairs the Nominating Committee. Jessica Howard serves on the Member Services Committee, the Howard Cherry Nominating Committee, and the DEI Committee, and chairs the Budget Committee. She also serves on the Executive Committee in her role this year as OCCA Treasurer.
- OCCA refreshed the Association’s three-biennial strategic plan for 2021–2027, with priorities as follows:
 - Secure adequate funding
 - Continue to strengthen OCCA as an organizational entity
 - Advance student success to focus on supporting student-ready colleges

Progress on all these priorities are on track, with the exception of securing funding to increase the number of CTE graduates (which OCCA will need to address in future legislative sessions).

OCCA will resume a prior practice of summarizing the content of each OCCA board meeting to provide updates to the colleges meeting-by-meeting.

- OCCA is keeping up-to-date on the legislative bills that could impact community college boards, including:
 - SB554 (the comprehensive firearms bill), which includes a provision allowing education boards to pass policies to prohibit all firearms on campus. It is expected that this law will be challenged at the ballot in November 2022.
 - HB3071 adds elected officials to the list of mandatory reporters, and will go into effect on January 1. Currently, community college employees are mandatory reporters for the purpose of child abuse reporting; with this bill, this requirement will be extended to boards and other public officials.
 - OCCA is keeping current regarding the implications and guidance related to President Biden’s vaccination mandate for employers. Oregon operates under a state plan through OSHA, so the Governor appears to be waiting for the emergency temporary standard to be issued prior to any action in this regard.

OREGON STUDENT SUCCESS CENTER

Housed within OCCA and led by Elizabeth Cox-Brand, the OSSC serves as a hub for a statewide shift in focus from the many transactional initiatives to an overarching and transformational goal for all Oregon community colleges. The primary work of OSSC will concentrate on knitting together research, policies, and promising practices to increase understanding and interconnectedness, assist colleges in the analysis and use of data, as well as provide leadership to create the vision for future student success work.

- The *Strong Start to Finish* Oregon statewide grant work is moving forward, with *Complete College America* providing technical assistance. Chemeketa is one of a handful of community colleges implementing corequisites in math this fall term.
- A ten-year summary of early momentum metrics for Oregon’s community colleges will be presented at an upcoming OCCA board meeting.
- OSSC continues to support the work of Guided Pathways throughout the state’s community colleges.

HIGHER EDUCATION COORDINATING COMMISSION

Composed of a state agency and a 14-member volunteer commission appointed by the governor, the HECC is the single state entity responsible for higher education in Oregon. The HECC develops and implements policies and programs to ensure well-coordinated programs to foster student success.

- In August, the HECC proposed a process and timeline to review the distribution formula of the CCSF. OPC provided informal feedback expressing concern. In response, the HECC is extending a window for feedback from community colleges through the end of October, and also extending the deadline of the composition of the work group (one representative per college).
- In accordance with SB234, the HECC has convened a group of stakeholders concerning how to develop a statewide approach to serve adults in custody who would become eligible for PELL. Holly Nelson from Chemeketa is chairing this group.
- In accordance with SB233, the HECC has established a Transfer Council to advise the HECC on establishing a common course numbering system, moving forward with major transfer maps, and other transfer issues. Key stakeholder groups and a number of community college members are represented on the Council. The Council's activities and any subcommittees are subject to public meeting law.

COMMUNITY COLLEGES AND WORKFORCE DEVELOPMENT

CCWD is the office within the HECC that provides coordination, leadership, and resources to Oregon community colleges.

- CCWD continues to be present at the OCCA briefings related to the Covid-19 pandemic, helping to connect the HECC and its work with OPC.
- CCWD is handling the mechanics of OPC spending through its strategic fund. Projects include EMSI/Burning Glass, the Oregon Executive Leadership Academy, the Voluntary Framework of Accountability, and Developmental Education Redesign (through the OSSC).

OREGON PRESIDENTS COUNCIL

OPC is the council of the 17 Oregon community college presidents that meets regularly (usually monthly) to strengthen our community college network and position in the state.

- OPC met at Rogue Community College in August for its annual retreat, and met on October 7 for a regular meeting.
- Five priorities have been established for this academic year: 1) Build a relationship with the OCCA's new executive director; 2) Strengthen the OPC/OCCA voice with the HECC; 3) Clarify roles and responsibilities of OPC with the community college affinity groups; 4) Enhance cybersecurity; 5) Continue to advance equity work across the state and at our individual institutions.
- Assisted by OCCA, OPC is prepared to engage in the work of the Student Voices Task Force promoted by Rep. Alonso-Leon, and with the HECC in its exploration of the distribution formula of the CCSF. OCCA will help facilitate the participation of community colleges and their boards once the Student Voices roadshow is underway.

Separate Action-2
October 20, 2021

**APPROVAL OF APPOINTMENT OF BUDGET COMMITTEE MEMBERS
FOR ZONE 1, RESOLUTION NO. 21-22-08,
AND ZONE 5, RESOLUTION NO. 21-22-09 FOR 2021–2024
[21-22-112]**

Prepared by

David Hallett, Vice President—Governance and Administration

Budget committee positions for Zones 1 and 5 expired June 30, 2021. In compliance with Board Policy No. 1170, the appointment of budget committee members is made by the College Board of Education.

Upon advertisement, applications were received and reviewed by a Board of Education Subcommittee for Zone 1 and Zone 5.

Chris Brantley has agreed to serve a three-year term as a budget committee member for Zone 1.

Ray Beaty has agreed to serve a three-year term as a budget committee member for Zone 5.

It is recommended that the College Board of Education appoint Chris Brantley, Zone 1, Resolution No. 21-22-08 and Ray Beaty, Zone 5, Resolution No. 21-22-09, as representatives for the budget committee effective July 1, 2021.

Separate Action-2
October 20, 2021

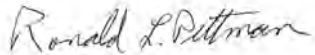
**APPOINTMENT OF BUDGET COMMITTEE MEMBER
FOR ZONE 1, RESOLUTION NO. 21-22-08**

WHEREAS, a budget committee position for Zone 1 expired on June 30, 2021. In compliance with Chemeketa Community College Policy No. 1170, the College Board of Education approves appointments of members to a three-year term.

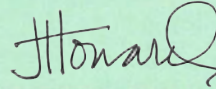
WHEREAS, a position filled by an incumbent who has served more than four years must be advertised; however, the incumbent may reapply if they wish to continue.

WHEREAS, a subcommittee of the Board of Education recommends appointment of incumbent Chris Brantley who has indicated a willingness to serve a three-year term.

BE IT RESOLVED, that the College Board of Education reappoints Chris Brantley from Zone 1 to the Chemeketa Community College Budget Committee for a three-year term.



Ron Pittman
Chairperson



Jessica Howard
President/Chief Executive Officer

October 20, 2021

Date

Separate Action-2
October 20, 2021


**APPOINTMENT OF BUDGET COMMITTEE MEMBER
FOR ZONE 5, RESOLUTION NO. 21-22-09**

WHEREAS, a budget committee position for Zone 5 expired on June 30, 2021. In compliance with Chemeketa Community College Policy No. 1170, the College Board of Education approves appointments of members to a three-year term.

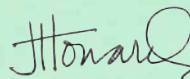
WHEREAS, a position filled by an incumbent who has served more than four years must be advertised; however, the incumbent may reapply if they wish to continue.

WHEREAS, a subcommittee of the Board of Education recommends appointment of incumbent Ray Beaty who has indicated a willingness to serve another three-year term.

BE IT RESOLVED, that the College Board of Education reappoints Ray Beaty from Zone 5 to the Chemeketa Community College Budget Committee for a three-year term.



Ron Pittman
Chairperson



Jessica Howard
President/Chief Executive Officer

October 20, 2021

Date

**ACCEPTANCE OF PROGRAM DONATIONS
JULY 1, 2021 THROUGH SEPTEMBER 30, 2021
[21-22-113]**

Prepared by

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

These items were donated to Chemeketa Community College from July 1, 2021 through September 30, 2021. It is recommended that the College Board of Education accept these donations.

Item: VersaLogic Computer boards Donor: VersaLogic Corporation Declared Value: \$2,400 Program: Electronics Department	Item: Solar Panel Inverter Donor: Kamini Silva Declared Value: \$250 Program: Electronics Department
Item: Various components and two solder stations Donor: Garmin AT Declared Value: \$2,710 Program: Electronics Department	Item: Miscellaneous Automotive and Diesel tools, and growler Donor: Andrew Dayton Declared Value: \$120 Program: Automotive Technology Program
Item: 405 houseplants Donor: Fessler Nursery Declared Value: \$1,390.75 Program: Horticulture Program	Item: 74 pounds of food for pantry Donor: Marion Polk Food Share Inc. Declared Value: \$159.50 Program: Food Pantry

**APPROVAL OF GRANTS AWARDED
JULY 2021–SEPTEMBER 2021
[21-22-114]**

Prepared by

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

GRANTS AWARDED

Grantor	Department	Description	Amount
U.S. Department of Education, Institutional Resilience Expanded Postsecondary Opportunity (IREPO)	Regional Education and Academic Development (READ)-High School Programs	Expands dual credit opportunities, supports new models for remote instruction, provides free college course for spring high school graduates. Sara Hastings. Submitted October 20, 2020.	\$1,544,971
Higher Education Coordinating Commission (HECC), First Generation Student Success	Student Development and Learning Resources (SDLR)-CAP	Renewal application to fund iSTART, Success Coaches, embedded math tutoring, emergency funds and lending library (2-year). Mike Evans, Liliana Landa-Villalba. Submitted May 9, 2021.	\$359,566
SNAP Training and Employment Program	READ- Academic Transition Services (ATS)	Renewal application to assist Supplemental Nutrition Assistance Program participants through success coaching, connections to resources, assistance with financial aid and Career Technical Education (CTE) to assist with required CTE certificate or program applications and gap funding degree program expenses. First year of new 5-year cycle. Adam Mennig. Submitted April 14, 2021.	\$563,366
U.S. Department of Education, Talent Search	CAP-Talent Search	Funds Talent Search college readiness support program at McKay and North Salem High Schools and their feeder middle schools. 5-year grant at \$301,784 per year. Lino Solomon. Submitted February 24, 2021.	\$1,508,920

Action-2
October 20, 2021

U.S.D.A., Beginning Farmer and Rancher Development	READ-Agricultural Sciences	Funds planning for Incubator Farm adjacent to Agricultural Complex. Larry Cheyne. Submitted March 24, 2021.	\$49,697
Oregon Department of Agriculture Specialty Crop	READ-Agricultural Sciences	Partnership for student research project on Dry Farming with Oregon State University. Provides funds for student pay and equipment. Larry Cheyne. Submitted January 31, 2021.	\$88,429
Total:			\$4,114,949

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.

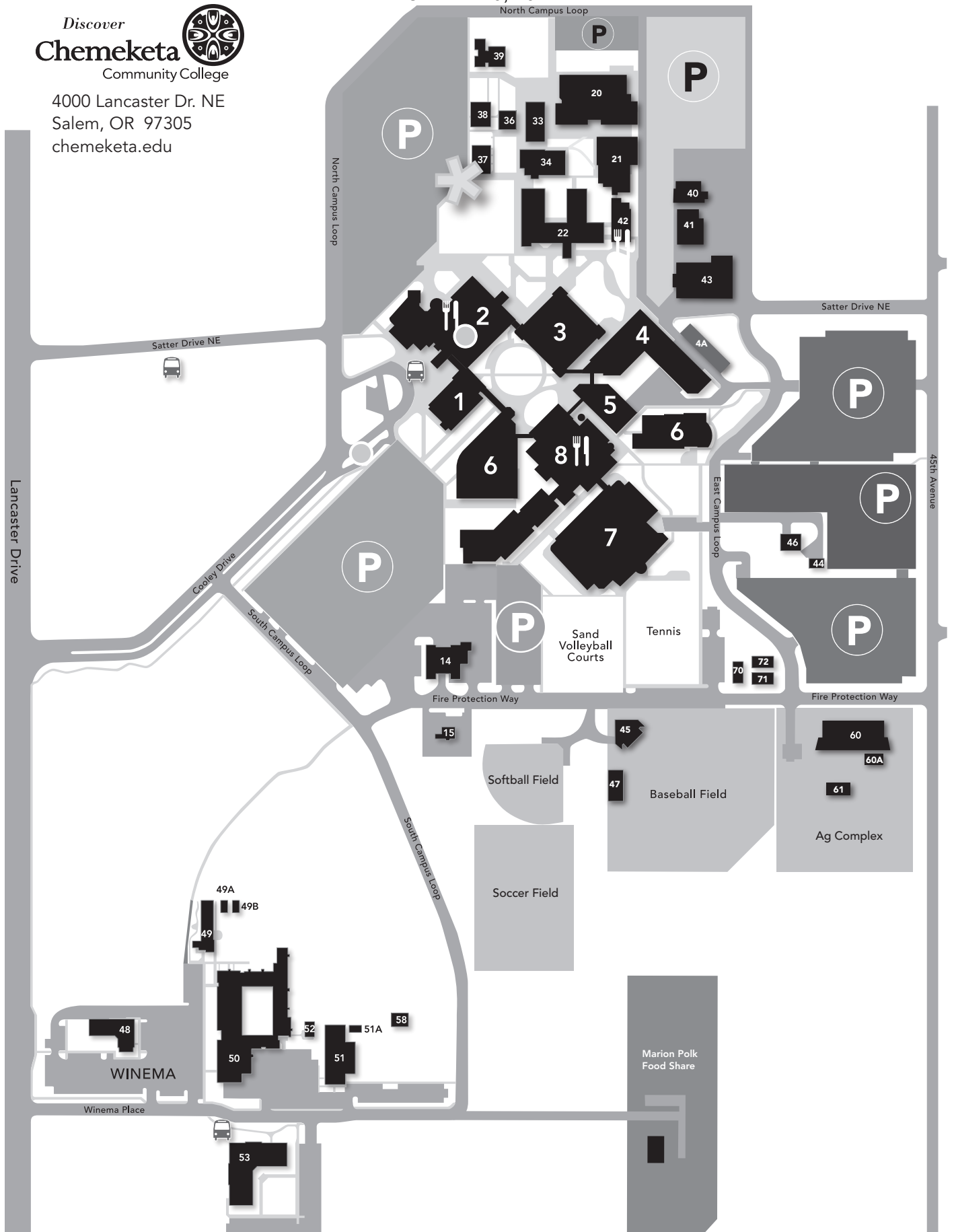
Innovation – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

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
October 20, 2021



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



Building directory on reverse side

Appendix-2
October 20, 2021

Building and Primary Function(s)

- 001 1st Floor: Bookstore,
- 001 2nd Floor: Faculty Offices
- 002 1st Floor: Advising & Counseling; Career Center; Convenience Store; Food Court; Information Center; Multicultural Center; Placement Assessment; Planetarium; Public Safety; Student Accessibility Services; Student Recruitment; Student Retention & College Life; Student Support Services
- 002 2nd Floor: Business Services; CAMP; Chemeketa Completion Program; College Support Services; Enrollment Center; Financial Aid; Graduation Services; Human Resources; President's Office; Procurement; TRiO; Talent Search; Title IX Office; Tutoring Services; Upward Bound; Veterans Services
- 003 1st Floor: Gretchen Schuette Art Gallery; Classrooms
- 003 2nd Floor: Classrooms; Instruction and Student Services; Math Hub; Math Faculty; Testing Center
- 004 1st Floor: Automotive Program; Electronics Program; Faculty Offices
- 004 2nd Floor: Visual Communications; Robotics; Electronics & Networking Programs; Faculty Offices
- 005 1st Floor: Art Classrooms
- 005 2nd Floor: Classrooms; Foundation, Marketing & Public Relations; Public Information
- 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; IT Help Desk; Television Studio; Online Programs
- 009 2nd Floor: Library; Writing Center; Computer Lab; Study Rooms
- 014 Public Safety
- 015 Burn Tower
- 020 Drafting; Engineering; Machining Program; Faculty Offices
- 021 Welding Program
- 022 Academic Development; HEP; Information Technology
- 033 Apprenticeship Programs
- 034 Conference Rooms; SOAR
- 037 Faculty Offices
- 038 Faculty Offices; Occupational Skills Training; Cooperative Work Experience
- 039 Child Development Center
- 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; Blue Moon Cafe
- 049 Mid-Willamette Education Consortium, Youth GED Options
- 050 High School Partnerships
- 051 Winema High School; Lab
- 052 Classrooms
- 053 Department of Human Services
- 058 Facilities & Operations Annex
- 060 Agricultural Sciences
- 061 Headhouse
- 062 Pavillion

Area or Service—Building/Room

- Academic Development—22/100
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Athletics—7/103
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Career Center—2/115
- Chemeketa Cooperative Regional Library Service—9/136
- Chemeketa Online—9/106
- Computer Labs, Library—9/Second Floor
- Convenience Store—2/180
- Cooperative Work Experience—38
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- 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, & 42 GED—22/100
- General Information (Welcome Center)—2/110 Gymnasium —7
- Human Resources—2/214
- International Programs and Study Abroad—2/174
- Instruction & Student Services—3/272
- IT Help Desk—9/128
- Library—9/Second Floor
- Lost & Found—2/173
- Mail Room—43
- Multicultural Center—2/177A
- Northwest Innovations—42
- Parking Permits—2/173 Public Safety
- Placement Assessment—2/201 Planetarium —2/171
- Posting Notices on Campus—2/176
- President's Office—2/216

- Public Information—5/266
- Public Safety—2/173—503.399.5023
- Registration—2/200
- Scholarships—5/266
- Student Accessibility Services—2/174
- Student Center—2/179
- Student Clubs—2/176
- Student Identification Cards—1/First Floor Bookstore
- Study Skills—2/210
- Television Studio—9/162
- Testing Center—3/267
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—2/210
- Vending Machine Refunds—1/First Floor Bookstore
- Veterans Services—2/201
- Veterans Resource Center—2/116
- Writing Center—9/210

Instructional Department Offices

- Agricultural Sciences—60
- Applied Technologies—20/203
- Business & Technology, Early Childhood Education & Visual Communications—1/204
- Chemeketa Online/Tech Hub—9/106
- Dental Programs—8/109
- Education, Languages & Social Sciences—3/252
- Emergency Services—Brooks Regional Training Center
- Health, & Human Performance—7/103
- Life Sciences and Physical Sciences—8/104
- Liberal Arts—1/204
- Math, Engineering & Computer Science—3/252
- Nursing—8/104
- Pharmacy Technology—8/113

Restrooms

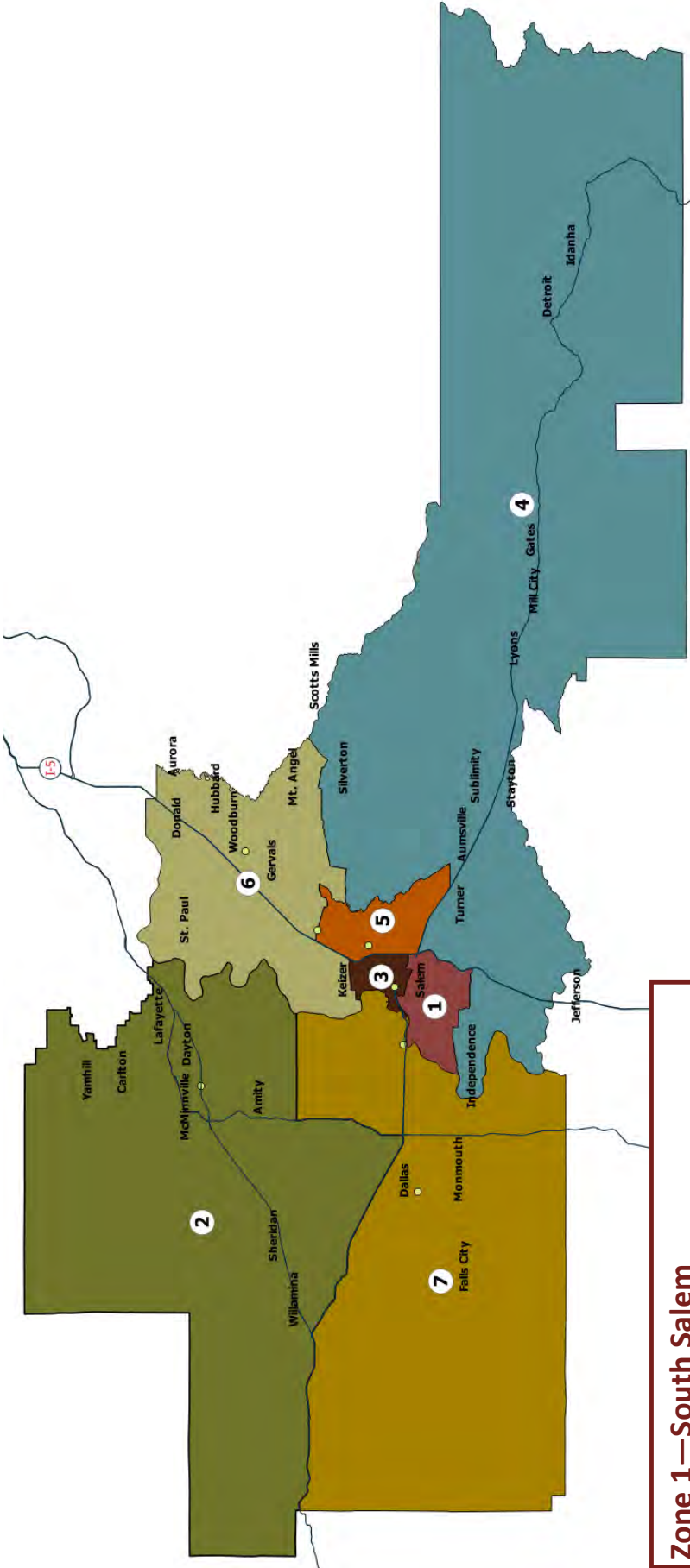
SINGLE OCCUPANCY

- Building 2—First floor, across from C-Store
- 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, next door to C-Store
- Building 8—First floor
- Building 20—Second floor
- Building 40—Second floor

Chemeketa Community College Board Zone Boundary Map



- Zone 1—South Salem**
- Zone 2—Yamhill County**
- Zone 3—North Salem**
- Zone 4—South Marion County**
- Zone 5—East Salem**
- Zone 6—North Marion County**
- Zone 7—Polk County**

- Board Members
- ZONE 1 Ed Dodson**
 - ZONE 2 Ron Pittman, Vice Chair 2021-2022**
 - ZONE 3 Neva Hutchinson**
 - ZONE 4 Ken Hector**
 - ZONE 5 Jackie Franke, Chair 2021-2022**
 - ZONE 6 Diane Watson**
 - ZONE 7 Betsy Earls**

Handouts
October 20, 2021



2021 INSURANCE AND RISK MANAGEMENT REPORT

CHEMEKETA COMMUNITY COLLEGE

October 20, 2021

Kathy Bowen, Assistant Vice President
Property & Casualty Insurance

www.usi.com

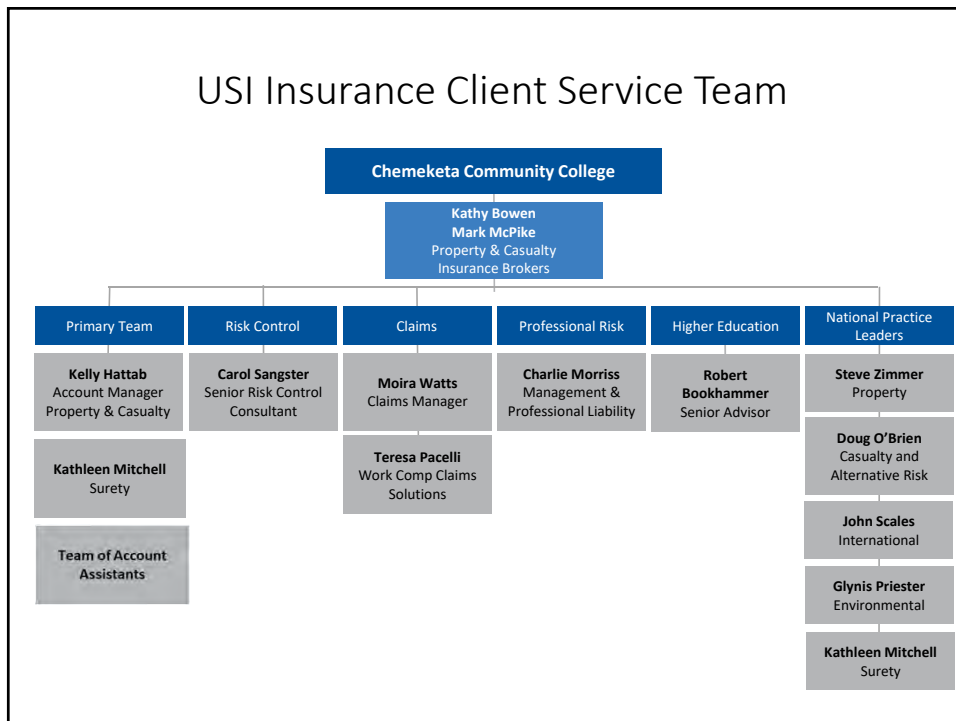
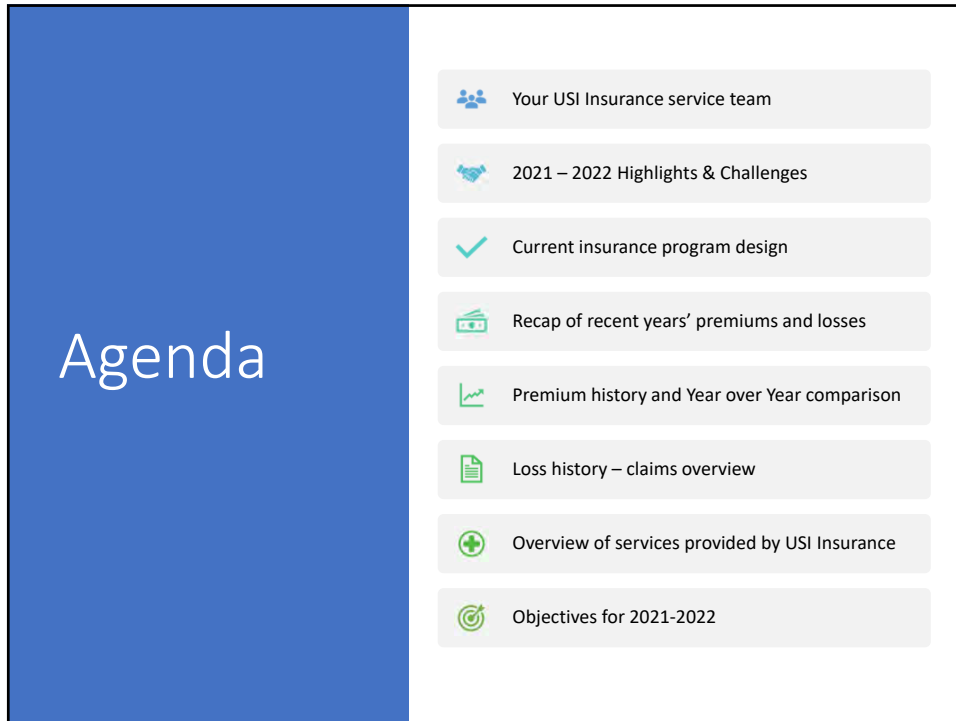
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THE USI ONE ADVANTAGE[®]

Introduction

USI Insurance Services is pleased to present the annual Insurance and Risk Management Report to the Chemeketa Community College Board of Education.

This report provides an overview of the current Property & Casualty insurance program, the 2021 insurance renewal with premium costs and claims overview, and USI's services.



2021 - 2022 Highlights & Challenges

HIGHLIGHTS

- A year of emergencies, uncertainties and constant change!
- Completion of Agriculture complex and start of Diesel Program
- Preparing for renewal:
 - Maintain a comprehensive risk management program
 - Contemplate changing exposures
 - Continued complications and uncertainties due to wildfires, ice storm, & COVID-19
- Considerations: risk profile; current and projected exposures; budget; current market conditions.
- PACE Toolkit: Confirmation of established guidelines regarding harassment and bullying resulted in a 5% premium credit (or \$13,931).
- SAIF declared dividend: \$57,682 - July 2021
- Liquor Liability: Acquired off-site insurance for Eola

2021 - 2022 Highlights & Challenges

CHALLENGES

- PACE : announced average rate increase of 15% due to ongoing crisis, impacted investment returns, rising reinsurance rates, claim frequency, and higher claim costs.
- PACE: changes to limits and retentions
- Cyber: challenging market; stricter underwriting requirements; scrutinizing internal controls.
- Renewal process: More comprehensive! Additional applications and underwriting questions than historically requested. Ongoing review and verification of exposures.
- Property Values: comprehensive review and update
- Automobile Schedule: total fleet review and adjustments

Current Insurance Program Design

July 1, 2021 – July 1, 2022

Property

\$150,000,000 Per Occurrence Total Limit of Indemnification
\$550,000,000 Per Occurrence Aggregate Loss Limit (all Participants)

Scheduled Property Values:

\$318,477,930 Buildings, Other Structures, Scheduled Outdoor Property
\$ 50,249,530 Business Personal Property & Electronic Data Processing
Equipment
\$ 1,463,855 Mobile Equipment & Fine Arts

Deductible: **\$25,000** Per Occurrence except
\$5,000 Mobile Equipment & Fine Arts

Sublimits: \$5,000,000 Business Income
\$5,000,000 Extra Expense
\$5,000,000 Property in the Course of Construction
\$5,000,000 Debris Removal

Earth Movement

Earth Movement

\$20,000,000 Limit – Per Participant/Aggregate
\$450,000,000 PACE Per Occurrence Aggregate Limit arising out of Earth Movement, Flood or both

Deductible:

5% Per Occurrence of Actual Cash Value (subject to \$50,000 maximum and not less than Property Deductible) of value of damaged location on schedule of property; 72 hour waiting period

Flood

Flood

\$20,000,000 Limit – Per Occurrence/Aggregate
\$100,000,000 Annual Aggregate Loss Limit - within 100 year or greater flood zone
\$450,000,000 PACE Per Occurrence Aggregate Limit arising out of Earth Movement, Flood or both

Deductibles:

\$500,000 Per Occurrence each covered building, personal property or mobile equipment, if located within a 100 year or greater SFHA zone.

5% Per Occurrence of Actual Cash Value (subject to **\$100,000** maximum and not less than Property Deductible), if located outside a 100 year or greater SFHA.

Equipment Breakdown

Equipment Breakdown

\$50,000,000 Limit

Sublimits:

\$5,000,000 Business Income / Extra Expense – Actual Loss Sustained

\$1,000,000 Consequential Loss

\$5,000,000 Demolition and Increased Cost of Construction

Deductibles:

\$1,000 Deductible per occurrence – except motors greater than 500 horsepower

\$5,000 Deductible per occurrence – motors greater than 500 horsepower

24 hour waiting period for Business Income and Extra Expense

Crime

Crime

\$1,000,000 Theft, Disappearance & Destruction; Forgery & Alteration; Computer Fraud;

Funds Transfer Fraud; Faithful Performance of Duty; Money Orders & Counterfeit Money

\$250,000 Impersonation Fraud

\$25,000 Loss Investigation Expense

Deductible: \$10,000 Per Occurrence except \$25,000 for Impersonation Fraud

Educator's Liability and Automobile Liability

Educator's Liability

\$20,000,000 Per Occurrence Limit of Liability
\$20,000,000 Per Wrongful Act Limit of Liability
\$20,000,000 Annual Aggregate Limit of Liability
Deductible: None

Automobile Liability

\$15,000,000 Per Occurrence Limit of Liability including Hired & Non-Owned Auto Liability and Personal Injury Protection
\$500,000 Uninsured/Underinsured Motorist Bodily Injury Coverage
Deductible: Per Schedule for specified owned autos; \$100/\$500 for Hired Automobiles

Cyber Liability and School Violent Acts

Cyber Liability

\$1,000,000 Security & Privacy; Event Management; Media Content; Network Interruption
\$5,000,000 Annual Aggregate Limit to all Additional Insureds in any one annual period
Sublimit:
\$200,000 Cyber Extortion for any one Additional Insured in any one annual period
\$2,000,000 Annual Aggregate Limit to all Additional Insureds in any one annual period
Deductible: \$5,000 except \$25,000 Cyber Extortion

School Violent Acts

\$50,000 Per Occurrence and Annual Aggregate
\$200,000 Maximum Annual Aggregate All PACE Members

Additional Coverages outside of PACE Program

Excess Cyber Liability

\$1,000,000 Excess of the PACE \$1M Cyber limit

Liquor Liability (for on-site events)

\$1,000,000 Each Common Cause and Aggregate

Athlete Medical Coverages

Basic Coverage: \$25,000 Accident Medical Expense; \$10,000 AD&D;

\$1,000,000 Air Travel

Catastrophic Accident Medical: \$5,000,000 Catastrophic Accident Medical

Additional Coverages outside of PACE Program

Early Childhood Program & Volunteer Accident Coverage

\$10,000 Accidental Death

\$10,000 Accidental Dismemberment

\$10,000 Exposure and Disappearance

Business Travel Accident (Board of Education)

\$250,000 Board Member

\$ 50,000 Spouse/Domestic Partner

\$ 25,000 Dependent Child(ren)

Additional Coverages outside of PACE Program

International Package policy

- Foreign Commercial General Liability
- Foreign Business Auto Difference in Conditions
- Foreign Voluntary Compensation and Employers Liability
- Travel Accident and Sickness

Special Risk with Enhanced Assault Coverage

- \$2,000,000 Ransom, Expenses, Judgements, Crisis
- \$1,000,000 Assault

Workers Compensation – All Other States (outside of Oregon)

- Statutory Limits for Work Comp Injuries
- \$500,000 Employers Liability

Public Official Bonds

Workers Compensation

Carrier	SAIF Corporation
Workers Compensation Limit	Statutory (Medical and Indemnity as set by state statute)
Employers Liability Limit	\$500,000 Bodily Injury by Accident, each accident \$500,000 Bodily Injury by Disease, each employee \$500,000 Bodily Injury by Disease, policy limit
Payroll	\$50,590,089 Adjustable at audit 6.59% decrease from last year's payroll
Premium	\$116,719 Includes prepay discount of \$4,304 and OGSERP discount of \$2,509 13.7% reduction from last year's premium
Experience Mod Factor	2019 0.66 2020 0.72 2021 0.69

Recap of recent years' premiums and losses

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PACE Year over Year Premium & Exposure Comparison

Year over Year Comparison		2020 - 2021			2021 - 2022		
Coverage	Rating Basis	Exposure	Premium	Rate	Exposure	Premium	Rate
Property *	Insured Value	\$ 343,802,878	\$283,520	8.25	\$ 370,191,315	\$308,595	8.34
Liability**	Total Public Resources	\$ 58,946,070	\$215,391		\$ 59,721,220	\$254,707	
Automobile	Number of Units	112	\$ 56,580	401.28	138	\$ 59,552	436.43
Crime***			\$ 5,581			\$ 5,581	
PACE TOTAL			\$561,072			\$628,435	

* Property rate at \$10K deductible is \$9.19; increased deductible reduced rate to \$8.34
 **Liability is rated on Prior Year's Total Public Resources
 ***Crime limit increased in 2020 from \$250K to \$1M; retention increased from \$0 to \$10K.

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PACE Historical Premium

Policy Term	Total PACE Premium	Amount of Change	Percent of Change
2014-2015	\$ 404,876		
2015-2016	\$ 426,408	\$ 21,532	5.32%
2016-2017	\$ 452,165	\$ 25,757	6.04%
2017-2018	\$ 439,425	\$ (12,740)	-2.82%
2018-2019	\$ 444,614	\$ 5,189	1.18%
2019-2020	\$ 458,327	\$ 13,713	3.08%
2020-2021	\$ 561,072	\$ 102,745	22.42%
2021-2022	\$ 628,435	\$ 67,363	12.01%

Limit and Premium History

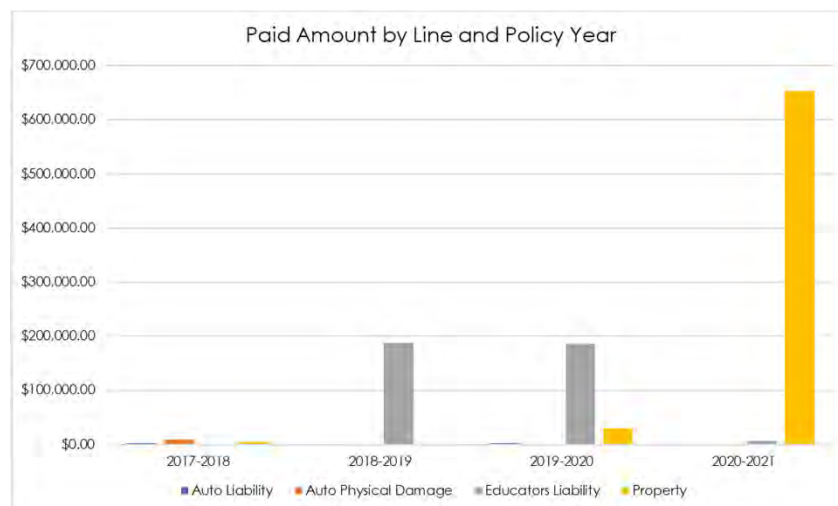
Policy Year	Coverage Line Limits	Premium
Property		
2019-2020	\$150M Per Occurrence / \$20M Earthquake & Flood	\$238,850
2020-2021	\$150M Per Occurrence / \$20M Earthquake & Flood	\$283,520
2021-2022	\$150M Per Occurrence / \$20M Earthquake & Flood	\$287,583
Boiler & Machinery		
2019-2020	\$50M including \$5M Business Income / Extra Expense	\$16,398
2020-2021	\$50M including \$5M Business Income / Extra Expense	\$19,513
2020-2021	\$50M including \$5M Business Income / Extra Expense	\$21,012
Educators Liability		
2019-2020	\$20M Per Occurrence / \$20M Wrongful Act / \$30M Annual Aggregate	\$170,658
2020-2021	\$20M Per Occurrence / \$20M Wrongful Act / \$30M Annual Aggregate	\$214,381
2020-2021	\$20M Per Occurrence / \$20M Wrongful Act / \$20M Annual Aggregate	\$254,707

Limit and Premium History

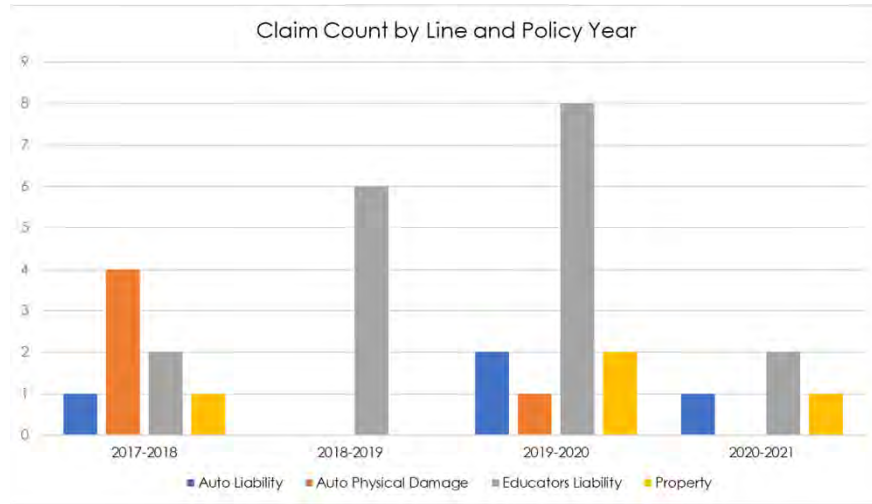
Policy Year	Coverage Line Limits	Premium
Automobile Liability & Physical Damage		
2019-2020	\$15M Per Accident	\$46,137
2020-2021	\$15M Per Accident	\$56,580
2020-2021	\$15M Per Accident	\$59,552
International and Special Risk		
2019-2020	\$1M Each Occurrence/\$2M General Agg + \$2M Special Risk w/Assault	\$10,443
2020-2021	\$1M Each Occurrence/\$2M General Agg + \$2M Special Risk w/Assault	\$8,741
2020-2021	\$1M Each Occurrence/\$2M General Agg + \$2M Special Risk w/Assault	\$8,741
Crime		
2019-2020	\$250K with \$250K Impersonation Fraud	\$2,682
2020-2021	\$1M with \$250K Impersonation Fraud	\$5,581
2020-2021	\$1M with \$250K Impersonation Fraud	\$5,581

These are the major coverage lines and do not represent all policies purchased by the College.

PACE Property & Casualty Claims Review Total Paid

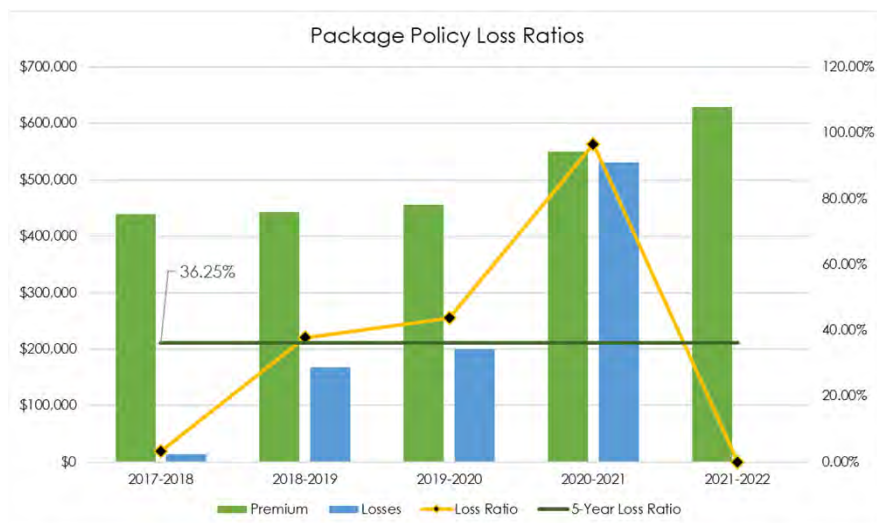


Property & Casualty Claims Review Total Count



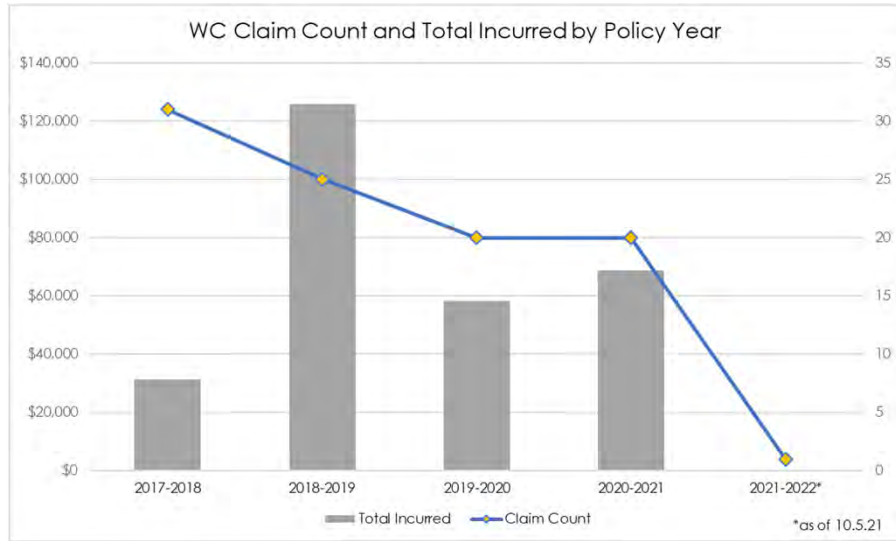
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Package Policy Loss Ratios



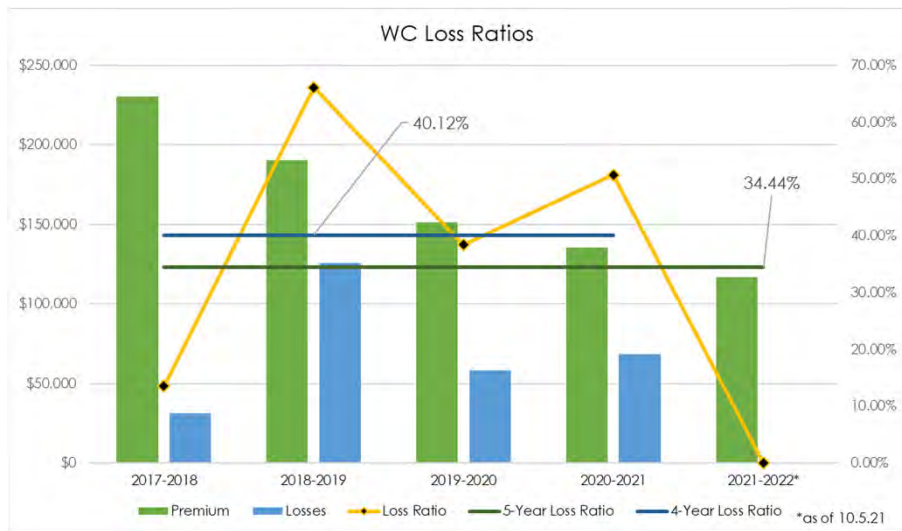
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Workers' Compensation Claim Count and Total Incurred by Policy Year



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Workers' Compensation Loss Ratios



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Overview of USI Insurance Services

- Provide on-going exposure analysis and risk assessment support
- Analyze current insurance program and make recommendations
- Online portal for policies, certificates of insurance and related documents
- Provide administrative services including certificates, invoicing, audits, policies
- Claims management services
- Day to day consulting on insurance program
- Review contracts and advise on insurance requirements
- Handle requests for surety/bonds
- Monitor marketplace for trends and product development
- Discuss ways to reduce or transfer risk for new and changing exposures and potential activities with heightened risk

Objectives for 2021 - 2022

- Review insurance program and exposures; proactively assess pandemic's impact on college operations and insurance program
- Collaborate with insurers for Risk Management services
- Review claims over past three years
- Consider new or emerging insurance products
- Consider Cyber Liability alternatives
- Consider different insurance program structures



Associated Students of Chemeketa

Board Presentation
October 20, 2021



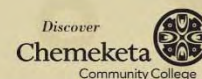
Student Experience



ASC Role in Student Retention and Completion

ASC is the primary student voice for all Chemeketa students. In addition, ASC creates the college life atmosphere designed to improve all students' sense of belonging at Chemeketa. Some key responsibilities of ASC include:

- Representing the student perspective on college committees
- Serving on student clubs
- Engaging in community service and volunteer opportunities
- Leading student activities and events
- Participating in legislative visits and student political engagement
- Assisting the College Life Office, such as with Multicultural Student Services



Represent Student Perspective

ASC has representatives on each of the following committees:

- Chemeketa Board of Education
- College Council
- Student Success Advisory Council
- Academic Standards Council
- Diversity Advisory Council
- Curriculum Committee



Student Clubs

ASC facilitates the development of student clubs and oversees the distribution of funding for clubs to create student engagement opportunities.

- Club Fairs/Social
- Club Events
- Council of Clubs
- Officer Training/Development
- Link to club's website:

<https://www.chemeketa.edu/students/get-involved/clubs-organizations/>



Community Service and Volunteer Opportunities

ASC coordinates opportunities for students to get involved in community service activities which fosters growth, leadership, and resume-building for future employment and scholarships.

- Night Strike
- Into the Quad
- Blood Drive (American Red Cross)
- Trick or Treat for Hunger
- Service Leaders Club (Care Cart)



Student Events and Activities

ASC hosts student events and activities to create an engaging college environment and community sense of belonging.

- Pancake Feed/BBQ's
- Civil Discourse and Free Speech Events
- Voter Registration Drives
- Classroom Presentations
- Student Forums and Town Halls



Legislative Visits and Student Political Engagement

ASC is involved in the political process to advocate for student needs at both a local and state level and to engage Chemeketa students in advocating for their rights and responsibilities.

- Legislative Visits w/Chemeketa President/Board of Ed. Members
- Voter Registration Drives
- Oregon Community College Association
- Oregon Community College Student Association
- Free Speech Management and Involvement



Assist the College Life Office

ASC collaborates with all College Life student and professional staff to create a welcoming environment and supportive experience for all Chemeketa students.

- Multicultural Student Services
- Food Pantry
- Student IDs
- Retention Hub
- College Life Service Window



Questions and Thank you



iSTART 2021



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Chemeketa

Community College

2020 Remove Model vs 2021 Hybrid Model

2020	2021
10 Modules	3 days
2 weeks	1 week
Online	Hybrid



Discover

Chemeketa

Community College

Student Feedback

Feedback question:	2020 (score out of 5)	2021 (score out of 5)
iSTART helped me feel prepared for fall term	4.54	4.64
I met staff who I feel can be supportive as I start my first year of college	4.67	4.83
I met new friends I will connect with as I start my first year of college	2.92	4.04

Discover

Chemeketa

Community College



Student Feedback Cont.

“Initially, I wanted to just ‘get through’ college. I now feel confident to access the online tools and platforms. I also feel excited to get connected with the community at Chemeketa!”



“It was wonderful to be on the campus and get a taste for what student life at Chemeketa will be like. I truly feel prepared and connected with resources. Grateful for this experience.”

“This has been very insightful and I'm excited about starting school. Thank you for everything.”

“I feel that this opportunity gave me a preview into what college really is and what to expect. I have more confidence in my abilities while at Chemeketa because of this awesome program.”



“I had an amazing time getting to know the campus (and) staff. I feel very motivated and prepared to start college. I feel more comfortable knowing I will have plenty of resources and help along the way.”

“This was pretty cool and a good introduction to college.”

“Thank you to all those involved in this program! It has made me feel much more confident about starting college.”

“A very positive experience and now I feel less lost!”



Discover
Chemeketa
Community College

Currently Planning Winter Term iSTART Sessions

Thank you



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