A large, stylized fish logo in shades of green and white, positioned on the left side of the page. The fish is facing right and has a circular eye. The background is a gradient from light yellow at the top to dark green at the bottom.

Regular Meeting

October 19, 2022

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

October 19, 2022

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

I. Workshop	4:30–5 pm	Web Conferencing/Livestream	
A. Student Engagement Supports Graduation: Student Leadership			1–2
II. Administration Updates	5:15–6 pm	Web Conferencing	
III. Regular Session	6 pm	Web Conferencing/Livestream	
A. Call to Order			
B. Pledge of Allegiance			
C. Chemeketa Land Acknowledgment			3
D. Roll Call			
E. Comments from the Public			
F. Approval of Minutes —Workshop and Regular Board Meeting of September 21, 2022 Jessica Howard, President/Chief Executive Officer			4–10
G. Reports			
1. Reports from the Associations			
a. Peter Wirfs	Associated Students of Chemeketa (ASC)		11–12
b. Steve Wolfe	Chemeketa Faculty Association		13
c. Aaron King	Chemeketa Classified Employees Association		14–15
d. Gaelen McAllister	Chemeketa Exempt Employees Association		16
2. Reports from the College Board of Education			
H. Information			
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2. 2022 iSTART Higher Education Coordinating Commission (HECC) Summer Bridge Bruce Clemetsen, Vice President—Student Affairs			18
I. Standard Reports			
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2.	Budget Status Report Aaron Hunter, Associate Vice President/Chief Financial Officer		20–24
3.	Capital Projects Report Aaron Hunter, Associate Vice President/Chief Financial Officer		25–26
4.	Institutional Advancement Foundation Quarterly Report July 2022 through September 2022 David Hallett, Vice President—Governance and Administration		27–28
5.	Grant Activities for July 2022–September 2022 David Hallett, Vice President—Governance and Administration		29–32
6.	Summer Term Enrollment Report Mike Vargo, Vice President—Academic Affairs		33–35
7.	Recognition Report Jessica Howard, President/Chief Executive Officer		36–38
8.	President’s Report Jessica Howard, President/Chief Executive Officer		39–41
J. Separate Action			
1.	Approval of Appointment of Budget Committee Members, Resolution No. 22-23-03 for Zone 4 and Resolution No. 22-23-04 for Zone 6 for 2022–2025 David Hallett, Vice President—Governance and Administration	[22-23-105]	42
2.	Approval of Retirement Resolution No. 22-23-02, Allison D. Delaney David Hallett, Vice President—Governance and Administration	[22-23-106]	43–44
K. 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.	Approval of Strategic Framework Jessica Howard, President/Chief Executive Officer	[22-23-107]	45
2.	Acceptance of Program Donations July 1, 2022 through September 30, 2022 David Hallett, Vice President—Governance and Administration	[22-23-108]	46–47
3.	Approval of Grants Awarded July 2022–September 2022 David Hallett, Vice President—Governance and Administration	[22-23-109]	48
L. Appendices			
1.	Mission – Vision – Values – Core Themes		49
2.	Campus Map		50–51
3.	District Map		52
M. Future Agenda Items			
N. Board Operations			
O. Adjournment			

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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.

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

STUDENT ENGAGEMENT SUPPORTS GRADUATION: STUDENT LEADERSHIP

Prepared by

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

The Student Retention and College Life department has recruited, hired and trained twenty-two students to serve on four Student Leader teams, with different responsibilities. These teams include the Associated Students of Chemeketa (ASC) student government team, the Multicultural Student Services (MSS) team, the Student Retention Assistant (SRA) team, and the Student Success Mentors team (Retention Hub).

ASC consists of eight student leaders with the primary responsibilities of representing Chemeketa students and creating a sense of community and belonging on campus. Each ASC member has specific responsibilities, such as student club's coordinator, athletics representative, legislative coordinator, and community engagement coordinator. In addition, each ASC member serves on committees to represent student interests and concerns. This includes serving on the Student Success and Retention Advisory Council, and the College Council, Curriculum Advisor Committee, and Academic Standards.

In addition to representing the student body, ASC is responsible for creating events and activities to engage students. This year, ASC has already sponsored a pancake breakfast that was attended by over 430 students and staff. During the second week of the term, ASC hosted a Candidate Forum and Voter Registration event, where ten local candidates for Oregon house and senate representing Chemeketa's service district attended. The plan for the rest of the fall includes promoting clubs (Halloween Club Fair), working to develop intramural opportunities, and surveying students to better understand their needs.

Multicultural Student Services consists of five student leaders with the primary responsibility of promoting equity and inclusion for underrepresented student populations. This team works out of the Multicultural Center and is supervised by Linda Ringo-Reyna. One MSS leader serves on the Diversity Advisory Committee to represent student voices and concerns. The MSS student leaders sponsor cultural events designed to engage students and deepen their understanding of social justice issues affecting students from diverse backgrounds.

MSS student leaders assist with community outreach events, such as a monthly Micronesian Island Community (MIC) food and vaccination clinic. In addition, MSS has an extensive list of events planned to include Intercultural Movie Afternoons, guest lectures such as "The 13th Amendment" with Professor Taylor Marrow, Indigenous People's Day, Día de Los Muertos, MLK Celebration as well as many other events.

The Student Retention Assistants (SRA) team consists of nine student leaders, with the primary responsibility of helping students with a variety of issues who come to the SRCL window. These student leaders assist students with getting items from the Chemeketa Food Pantry, produce student ID's, receive, screen and post items on campus bulletin boards, connect students with

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resources, and schedule students to meet with SRCL staff. They provide information about Free Speech on campus and answer a wide variety of student questions.

The Student Success Mentors team consists of three mentors who provide information to students who are the first ones in their families to attend college, first term students who typically have been found to have low retention levels throughout the year. They also help with enrollment by calling students to encourage registration. Each term the mentors make 2,000-3,000 phone calls as well as delivering text messages and sending emails. These interactions lead to questions from students that the mentors answer and provide referrals to campus resources.

Land Acknowledgement
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CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT

Prepared by

Ron Pittman, Chair—Board of Education

We are gathered today on the land of the Kalapuya (pronounced “**cal-uh-poo-yuh**”), who today are represented by the Confederated Tribes of the Grand Ronde and the Confederated Tribes of the Siletz Indians, whose relationship with this land continues to this day.

We offer gratitude for the land itself, for those who have stewarded it for generations, and for the opportunity to study, learn, work, and be in community on this land. We acknowledge that our college’s history, like many others, is fundamentally tied to the first colonial developments in the Willamette Valley.

Finally, we respectfully acknowledge and honor past, present, and future Indigenous students of Chemeketa Community College.

Minutes
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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 21, 2022 are submitted for review by the board.

It is recommended that the College Board of Education officially approve the minutes of the above-referenced meetings as submitted.

Minutes
October 19, 2022

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

September 21, 2022

I. WORKSHOP

Ron Pittman, Chair, called the workshop to order at 4:37 pm in the Board Room, Building 2, Room 170, at the Salem Campus.

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

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; and Bruce Clemetsen, Vice President, Student Affairs.

Completion: Graduation and Transfer

Julie Peters, Dean of Academic and Organizational Effectiveness, presented on institutional metrics for the three-year and six-year graduation rates, six-year transfer rates and race/ethnicity breakdown for graduation and transfer rates. Julie also reviewed the early momentum metrics for first term first year credits. Bruce Clemetsen discussed the new Degree Partnership Program and Direct Connect Guarantee agreements with Western Oregon University.

Board members asked clarifying questions during the workshop.

The workshop ended at 5:08 pm.

II. ADMINISTRATION UPDATES

Ron Pittman, Chair, called the meeting to order at 5:19 pm.

Members in Attendance: Ed Dodson; Betsy Earls (Zoom 5:31pm); Jackie Franke; Ken Hector (Zoom); Neva Hutchinson, Vice Chair; Ron Pittman, Chair; and Diane Watson.

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

Updates were discussed with the board regarding its draft goals, the Association of Community College Trustees (ACCT) Conference, the Oregon Community College Association (OCCA) Conference, bond updates, the President's monthly report to the board, and agenda preview.

A recess was taken at 5:49 pm.

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III. REGULAR SESSION

A. CALL TO ORDER

Ron Pittman, Chair, reconvened the board meeting at 6:00 pm. The meeting was held in the Board Room, Building 2, Room 170, at the Salem Campus.

B. PLEDGE OF ALLEGIANCE

C. CHEMEKETA LAND ACKNOWLEDGMENT

Ron Pittman read the land acknowledgment.

D. ROLL CALL

Members in Attendance: Ed Dodson; Betsy Earls (Zoom 6:06 pm) Jackie Franke; Ken Hector (Zoom); Neva Hutchinson, Vice Chair; Ron Pittman, Chair; and Diane Watson.

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

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

Ron presented a certificate to Jackie Franke for her service as chair of the Chemeketa Board of Education for 2021-2022. Jackie thanked Ron and said it was a pleasure to serve.

E. COMMENTS FROM THE PUBLIC

None.

F. APPROVAL OF MINUTES

Ed Dodson moved and Diane Watson seconded a motion to approve the College Board of Education minutes from July 20, 2022, and board work session minutes from September 1, 2022.

The motion CARRIED.

G. REPORTS

Reports from the Associations

Steve Wolfe, Chemeketa Faculty Association (CFA), noted that Bargaining resulting in a Memorandum of Agreement on sponsored dual credit was completed and signed last week. Also, the CFA fall general membership meeting had over 90 faculty in attendance.

Aaron King, Chemeketa Classified Association (CCA), said his report stands as written and highlighted a few additions and changes. The two Executive Board vacancies have been filled and he thanked the classified inservice committee for its work.

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Gaelen McCallister, Chemeketa Exempt Association, said the report stands as written and thanked Megan Cogswell for her service.

Reports from the College Board of Education

Ed Dodson attended the Mid-Willamette Valley Broadband Consortium meeting, Fire Suppression graduation, quarterly meeting with President Howard, annual board retreat, Chemeketa Kick-Off, fire engine unveiling, and cultural competency training.

Ken Hector attended the Mid-Willamette Valley Broadband Consortium meeting, quarterly meeting with President Howard, two Association of Community College (ACCT) Public Policy and Advocacy Committee meetings, Jeannie Odle's retirement celebration, annual board retreat, Chemeketa Kick-Off, Fire Suppression graduation, and three Silverton Rotary meetings.

Jackie Franke attended weekly and monthly East Salem Rotary meetings, Boys and Girls Club event, planning meeting and monthly meeting for the community and partners of East Salem, tour of the YMCA, Oregon School for the Deaf Foundation board meeting, quarterly meeting with President Howard, monthly meetings for McKay Commons, committee working on the best use for the old Statesman Journal building, ribbon-cutting for the YMCA, and the Catholic Community Services lunch.

Diane Watson attended the Paramedic graduation, Willamette Valley Greeters, Fire Suppression graduation, Woodburn Mexican Fiesta, annual board retreat, Keizer Network of Women, Chemeketa Center for Business and Industry (CCBI) guest speaker event, Chemeketa Kick-Off, fire engine unveiling, and cultural competency training. She also hosted Jeannie Odle's retirement celebration.

Neva Hutchinson attended the Paramedic graduation, the design team meeting, annual board retreat, agenda preview, Chemeketa Kick-Off, and the Strategic Economic Development Corporation (SEDCOR) annual luncheon. She also cooked for Jeannie Odle's retirement celebration.

Betsy Earls attended the annual board retreat, cultural competency training, Mid-Willamette Valley Council of Government's (MWVCOG) legislative luncheon, two meetings of the MWVCOG legislative committee, and Jeannie Odle's retirement celebration.

Ron Pittman attended a quarterly meeting with President Howard, Jeannie Odle's retirement party, annual board retreat, agenda review, Chemeketa Kick-Off, SEDCOR annual luncheon, cultural competency workshop, McMinnville Chamber of Commerce Greeters, and the Oregon Community College Association (OCCA) board training.

H. INFORMATION

Student and Part-Time, Hourly/Temporary Salary Schedule for 2022-2023

David Hallett noted that the salary schedules reflect the 2.5 percent salary schedule adjustment that was negotiated during classified bargaining last year.

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Strategic Framework

Jessica Howard noted the college embarked on a long process soliciting input from internal and external stakeholders to create a new strategic framework that would reflect and shape what the college does. A new vision statement, mission statement and values with definitions came out of the time and effort everyone contributed, which included: over 1,000 different individual points of input, workshops, surveys, one-on-one interviews, and numerous people, including students, providing their voice into a strategic framework. Jessica thanked everyone for their input and thanked the strategic design team for shepherding the work forward. Jessica shared a few words penned by Jeremy Trabue, faculty, and design team member, and then read the vision, mission and values that will be brought forward to next month's board meeting for approval. Neva Hutchinson thanked Jessica and everyone who participated in this process.

I. STANDARD REPORTS

Personnel Report

David Hallett said the report stands as written.

Budget Status Reports

Aaron Hunter discussed the Preliminary Progress Report, highlighted the unreserved ending fund balance, and noted the college is above what was originally budgeted for due to the one-time federal funds the college received. On the Statement of Resources and Expenditures, the tuition and fees include summer and nearly all of fall term's anticipated tuition and fees. The college received the first state appropriations payment for the current year and received the carryover as well. The fund balance year-to-date column is blank and will be finalized when the audit is complete. Also, the transfer and contingency lines will now be separate line items on this report. Diane Watson asked where we are at on tuition and fees compared to last year. Aaron stated the college is consistent with last year, but will have a better answer next month after the final numbers for September are in. On the Budget Status Report, Aaron reviewed the personal services costs, and noted the insurance rates came in higher due to the costs continually rising for property, casual and cybersecurity insurance. Jackie Franke asked what space costs cover. Rich Kline, Director of Business Services, noted that the costs are primarily utilities. On the Status of Investments there are two new maturities; renewed investments will begin in late October or early November; and the Oregon Short-Term Fund accounts are up from the end of July.

Capital Projects Report

Rory Alvarez said the report stands as written and noted the Building 2 project should be wrapped up this weekend. The retention pond construction at the AG Complex has been completed. Jessica asked Rory to explain the Building 2 project, and Rory explained that the center of Building 2 is being altered to create a type of coffee shop experience for students and employees. Ken Hector asked, from a space standpoint, where the new food service would go, and Rory said most of the work has been cosmetic and can be changed if needed.

Chemeketa Cooperative Regional Library Service Report

Doug Yancey, Interim Director of Chemeketa Cooperative Regional Library Service, said the report stands as written. However, he stated the Network Systems Administrator vacancy will

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need to be filled due to the college most likely being unable to provide enough support for that position.

Recognition Report

Jessica Howard acknowledged all the employees in the written report.

J. SEPARATE ACTION

Approval of Adjustments to Academic Calendar for 2022–2025

Michael Vargo noted adjustments were made based on terms negotiated in the new classified contract and requested the board approve.

Diane Watson moved and Jackie Franke seconded a motion to approve the adjustments to the academic calendar for 2022–2025.

The motion CARRIED

Approval of College Board of Education Recommendation of Ken Hector as the ACCT Public Policy and Advocacy Committee Associate

Ed Dodson moved and Jackie Franke seconded a motion to approve Ken Hector for the ACCT Public Policy and Advocacy Committee Associate.

Approval of Retirement Resolution No. 22-23-01, Steven P. “Steve” Kohlmeyer

Diane Watson read Steven “Steve” P. Kohlmeyer’s retirement resolution. Steve worked at Chemeketa for 13 years and six months.

Diane Watson moved and Ed Dodson seconded to approve the retirement resolutions as noted above.

The motion CARRIED.

K. Action

Ken Hector moved and Ed Dodson seconded a motion to approve consent calendar items No. 1–2.

1. Approval of Contract Award for Campus Food Services
2. Approval of Student and Part-Time, Hourly/Temporary Salary Schedule for 2022–2023

The motion CARRIED.

L. APPENDICES

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

M. FUTURE AGENDA ITEMS

None were heard.

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N. BOARD OPERATIONS

None.

O. ADJOURNMENT

The meeting adjourned at 7:01 pm.

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

Ron Pittman
Board Chair

October 19, 2022
Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Peter Wirfs, ASC Executive Coordinator

ASC / MSS PAST EVENTS

Pancake Feed

- ASC welcomed students back to Chemeketa with free pancakes, sausage, bacon, and eggs. A straightforward and popular event it had an attendance of 435 Students.

Candidate Forum / Voter Registration Event

- The ASC Team invited nine local candidates for state offices to come and speak to students at Chemeketa. Eight of nine candidates attended and helped increase students' political literacy. Around 45 students attended the event and 15 students registered to vote.

ASC / MSS PRESENT EVENTS

Men's Wellness Group

- Joel Gisbert is facilitating a men's wellness group every Tuesday from 3:30–5 pm. Meetings provide students an opportunity to discuss issues with academics or personal life through peer support. In addition, field trips and fun activities for the members have already been planned.

Legislative Internship

- Joel Gisbert and Peter Wirfs have been reaching out to legislators and potential candidates who may be interested in having a Chemeketa intern. Networking has been going well due to the latest Candidate Forum Event. Legislative offices for the interns will likely be secured after the election.

ASC / MSS FUTURE EVENTS

Mindfulness Meditation Coloring for Mental Health Week

- Students will be meeting at the Student Center to destress by socializing and therapeutically coloring with each other.

Multicultural Movie Afternoon

- Multicultural Student Services will be putting on several multicultural movies for students to come and watch on the following dates.

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- October 13
- October 27
- November 10

Council of Clubs

- ASC will be hosting an event for club members to gain additional funding for their clubs, as well as additional training for club presidents to help their clubs keep running smoothly.

Halloween Club Fair

- On October 31, the ASC will be putting on a Halloween Club Fair. This event will involve an opportunity for all clubs to come and meet new students and gain new members. It is a large social event and the ASC plans to have Halloween themed activities and decorations.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

CFA MEETINGS

The CFA fall general membership meeting was held via Zoom at noon on Wednesday, September 14. Over 90 faculty members attended. The special guest speaker was Oregon Education Association (OEA) President Reed Scott-Schwalbach. The CFA Executive Board also held its first meeting of the academic year via Zoom later that afternoon. The October CFA Executive Board meeting is Wednesday, October 19.

CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

Tim King, Director of Public Relations—Chemeketa Community College Classified Employees Association
Pilar Torres-Barrera, External Vice-President—Chemeketa Community College Classified Employees Association
Aaron King, President—Chemeketa Community College Classified Employees Association

PRESIDENT'S MESSAGE

I attended the College Council Orientation meeting September 22, 2022. After introductions were made, Chris Kato, Chair/Member-at-Large, went through the College Council Charter and history of the council. The purpose of College Council is to connect the work of chartered college councils, committees, and other groups that focus on institution-wide efforts and issues and relate that work to the institution's strategic plan and direction. In doing so, the Council will advise the college president and executive team on topics that affect the future direction and overall effectiveness of the college. This participatory governance is based upon individuals having a voice in decisions that affect them. The college has been working on a new vision statement, mission statement and values in support of a new institutional Strategic Framework that will most likely encompass the next five years in preparation for the next accreditation. The next College Council meeting will be held October 12, from 2 to 4:30 pm. Anything of importance will be highlighted during the October CCA meeting.

The Exec team has been working with the college on a Memorandum of Agreement dealing with modality changes. During our most recent Contract Management Committee meeting CCA provided the college with recommended changes to the MOA and are currently waiting for their reply.

WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS

- On September 16, 2022, Sandra Cervantes was hired for the position of Department Technician I in the Student Affairs department.
- On October 3, 2022, Sarah Beatty was hired for the position of Student Services Specialist in the Student Retention and College Life department.

CHANGES

- On September 1, 2022, Jamila Naas changed to the position of Financial Services Analyst I in the Business Services department.
- Effective May 6, 2022, Jessica Hilfiker was reclassified to a Student Services Coordinator/Analyst I in the Student Services Job Family.

RETIREMENTS

Allison Delaney, Technology Analyst I, of the Information Technology department of College Support Services Division, is retiring October 31, 2022. Allison has worked at Chemeketa for 29

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years and 7 months. She started her career in a paid work experience capacity and then in a part-time position and began working full-time in a salaried position in 1993. Best wishes in retirement, Allison!

LUNCH AND LEARN

The CCA held a Lunch n Learn on October 18, 2022, titled "Need a Vacation but Worried about Workload?" The Lunch n Learn was held to inform the Classified employees on contractual rights in these situations, to hear about the extent of these problems at Chemeketa and to discuss what we, as the Classified Association, might be able to do about this state of affairs.

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Gaelen McAllister, President—Chemeketa Community College Exempt Association

The Exempt Association welcomes back Alli Stewart Hall who has taken a position as a Management Analyst in the Budget and Finance Department.

The Exempt Board reviewed changes to the Exempt Handbook. Thank you to Human Resources for reaching out for Exempt Association input.

To celebrate the return to in person Administration Team meetings, the Association hosted a pre meeting lunch for members on October 13. The Association will continue to plan activities to support scholarships, the Food Pantry and holiday donations in conjunction with the monthly Admin Team Meetings.

RISK MANAGEMENT AND INSURANCE REPORT

Prepared by

John McIlvain, Director—Emergency and Risk Management
Rebecca Hillyer, General Counsel
David Hallett, Vice President—Governance and Administration

John McIlvain, the college's emergency and risk management director, and Kathy Bowen, Assistant Vice President, Property and Casualty 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.

**2022 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 2022 iSTART program took place from July 12 to September 1, 2022. iSTART students participated in a three-day face-to-face program designed to help them get oriented to campus resources and to get to know their peers. As in previous years, 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. Students engaged with each other by participating in team building activities. Students received workshops from faculty and staff members. Topics covered included Counseling Services, Paying for College, Study Skills, Career Exploration, and Civil Discourse. Furthermore, iSTART student leaders provided campus tours for students, and shared information about campus resources. Participants also spent time in a computer lab where they made progress with their onboarding steps, including registration, financial aid processes, activating student Gmail accounts, connecting to Chemeketa's Wi-Fi, and learned how to use EAB Navigate to make appointments with advisors, and care teams.

Ten sessions were held on the Salem Campus, and one session each at the Woodburn Center and Yamhill Valley Campus, for a total of twelve sessions. For the fifth consecutive year, the Higher Education Coordinating Commission (HECC) awarded Chemeketa the First-Generation Student Success Grant in the amount of \$179,783. In addition, Chemeketa's iSTART program received an award of \$181,574 from the Oregon Community Summer Grant, which allowed all recent high school graduates to receive gas cards and stipends. Furthermore, the Oregon Community Summer Grant, made it possible for the Salem Campus, Yamhill Valley Campus, and the Woodburn Center to host family engagement events such as the iSTART fair, YVC Open House, and Discover Chemeketa in the Woodburn Center. The Salem iSTART students also participated in a Beach trip prior to the start of fall term.

In total, 401 students registered for iSTART and 265 attended. 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 1-5, 1 being lowest and 5 being highest):

1. "Chemeketa iSTART helped me feel more prepared to start college in the fall."
 - o Students average rating of this statement: 4.86
2. "I met Chemeketa staff who I feel can be supportive as I begin my first year of college."
 - o Students average rating of this statement: 4.87
3. "I made new friends that I will connect with as I begin my first year of college."
 - o Student's average rating of this statement: 4.32

PERSONNEL REPORT

Prepared by

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

NEW HIRES

Sarah M. Beatty, Student Services Specialist—Student Retention and College Life, Student Development and Learning Resources Division, 100 percent, 12-month assignment, Range B-3, Step 3.

Sandra Cervantes, Department Technician I—Student Recruitment, Enrollment and Graduation Services, Student Affairs Division, 100 percent, 12-month assignment, Range B-1, Step 3.

Carlos E. Ordonez, Student Success Specialist—Student Recruitment, Enrollment and Graduation Services, Student Affairs Division, 100 percent, 12-month assignment, Range B-3, Step 7.

POSITION CHANGES

Douglas E. “Doug” Yancey, Interim Executive Director—Chemeketa Cooperative Regional Library Services, Student Development and Learning Resources Division, 100 percent, Range D-2, Step 4, from Technology Analyst II—Chemeketa Cooperative Regional Library Services, Student Development and Learning Resources Division.

RETIREMENTS

Allison D. Delaney, Technology Analyst I—Information Technology, College Support Services Division, effective October 31, 2022.

SEPARATIONS

Gregori Z. “Grisha” Alpernas, Director-Information Technology—College Support Services Division, effective October 14, 2022.

Natalie D. Beach, Dean-Library and Learning Resources—Student Development and Learning Resources Division, effective October 14, 2022.

John D. Hunter, Executive Director-Chemeketa Cooperative Regional Library Services—Student Development and Learning Resources Division, effective September 23, 2022.

Katie A. Ramsdell, Student Services Technician—Student Recruitment, Enrollment and Graduation Services, Student Affairs Division, effective September 23, 2022.

William A. Velez, Student Services Coordinator/Analyst I—Student Recruitment, Enrollment and Graduation Services, Student Affairs Division, effective September 30, 2022.

BUDGET STATUS REPORT

Prepared by

Rich Kline, Director—Business Services
Brian Knowles, Director—Budget and Finance
Aaron Hunter, Associate Vice President/Chief Financial Officer

The financial reports of the general fund and investments for the period from July 1, 2022, through September 30, 2022, 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, 2022
- Quarterly Update of Other Funds

**Chemeketa Community College
Statement of Resources and Expenditures
As of September 30, 2022**

Standard Report-2
October 19, 2022

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
Resources:				
Beginning Fund Balance	16,000,000	-	0.00%	(16,000,000)
Property Taxes	26,190,000	119,319	0.46%	(26,070,681)
Tuition and Fees	24,730,000	10,666,850	43.13%	(14,063,150)
State Appropriations - Current	27,514,656	9,155,142	33.27%	(18,359,514)
State Appropriations - Carryover from FY22	9,315,344	9,315,344	100.00%	-
Indirect Recovery	940,000	186,015	19.79%	(753,985)
Interest	610,000	152,820	25.05%	(457,180)
Miscellaneous Revenue	460,000	48,920	10.63%	(411,080)
Transfers In	800,000	-	0.00%	(800,000)
Total Resources	106,560,000	29,644,410	27.82%	(76,915,590)
Expenditures:				
Instruction	39,639,384	5,987,823	15.11%	33,651,561
Instructional Support	14,597,497	3,253,684	22.29%	11,343,813
Student Services	9,791,145	2,199,072	22.46%	7,592,073
College Support Services	20,118,558	5,071,084	25.21%	15,047,474
Plant Operation and Maintenance	7,723,416	1,417,128	18.35%	6,306,288
Transfers	5,190,000	1,521,122	29.31%	3,668,878
Total Expenditures (Excluding Contingency)	97,060,000	19,449,913	20.04%	77,610,087
Contingency	8,000,000	-	0.00%	8,000,000
Total Expenditures	105,060,000	19,449,913	18.51%	85,610,087
Unappropriated Ending Fund Balance	1,500,000			

Chemeketa Community College
Budget Status Report
As of September 30, 2022

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	10,714,983.00	2,510,150.94	7,467,361.38	737,470.68
6120	Classified Salaries	14,279,214.00	3,181,104.32	9,170,170.72	1,927,938.96
6124	Part-Time Hourly & Student Wages	1,393,494.00	194,631.02	-	1,198,862.98
6130	Faculty Salaries	17,579,323.00	2,472,070.17	14,321,097.47	786,155.36
6132	Part-Time Faculty	8,818,811.00	1,349,911.09	445.86	7,468,454.05
6510	Fixed Fringe Benefits	10,157,304.00	2,272,339.44	-	7,884,964.56
6511	Variable Fringe Benefits	16,948,232.00	3,124,635.10	-	13,823,596.90
6512	Other Fringe Benefits	380,000.00	61,962.00	-	318,038.00
	Subtotal Personnel Services	80,271,361.00	15,166,804.08	30,959,075.43	34,145,481.49

18.89%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,913,313.00	167,490.77	-	1,745,822.23
720	Equipment \$500-\$4,999	280,638.00	10,154.10	-	270,483.90
7300	Legal Services	118,300.00	759.45	44,200.00	73,340.55
7310	Insurance	704,245.00	767,232.31	-	(62,987.31)
7320	Maintenance	452,005.00	43,245.19	23,680.00	385,079.81
7330	Communications	967,558.00	103,610.68	-	863,947.32
7340	Utilities	2,004,161.00	261,507.76	65,048.00	1,677,605.24
7350	Staff Development	128,180.00	10,201.99	-	117,978.01
7360	Travel	390,159.00	13,014.14	-	377,144.86
7370	Other Services	4,403,573.00	1,314,445.28	604,791.61	2,484,336.11
7550	Capital Outlay	236,507.00	70,324.83	38,455.00	127,727.17
8150	Transfers Out	5,190,000.00	1,521,122.00	-	3,668,878.00
	Subtotal Non-Personnel Services	16,788,639.00	4,283,108.50	776,174.61	11,729,355.89

25.51%

8500	Contingency	8,000,000.00	-	-	8,000,000.00
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Report Totals **105,060,000.00** **19,449,912.58** **31,735,250.04** **53,874,837.38** **18.51%**

STATUS OF INVESTMENTS AS OF SEPTEMBER 30, 2022

	Investment Ending Date	Maturity Date	Amount Invested	Rate as of 9/30/2022
<u>Oregon State Treasurer Investments</u>	9/30/2022	On demand	\$ 11,652,346.73	1.900%
Oregon Short-Term Fund - General	9/30/2022	On demand	\$ 8,909,289.97	1.900%
Oregon Short-Term Fund - Capital			\$ 20,561,636.70	
Total Oregon State Treasurer Investments				
<u>Other Investments</u>	Investment Date	Maturity Date	Amount Invested	Yield
Discounted CP - Nordea Bank	11/1/2021	10/21/2022	\$ 1,994,493.33	0.281%
Treasury Note - United States Treasury	12/10/2021	11/30/2022	\$ 1,996,866.68	0.290%
Treasury Note - United States Treasury	12/10/2021	12/31/2022	\$ 1,996,679.34	0.335%
Treasury Note - United States Treasury	12/10/2021	1/31/2023	\$ 2,044,514.35	0.346%
Treasury Note - United States Treasury	2/22/2022	1/31/2023	\$ 1,983,866.00	0.990%
Treasury Note - United States Treasury	12/13/2021	2/28/2023	\$ 1,995,025.14	0.361%
Treasury Note - United States Treasury	2/22/2022	2/28/2023	\$ 1,981,540.00	1.040%
Treasury Note - United States Treasury	12/13/2021	3/31/2023	\$ 1,993,415.11	0.400%
Corporate Note - Royal Bank of Canada	5/13/2022	4/17/2023	\$ 1,991,526.67	2.217%
Treasury Note - United States Treasury	12/13/2021	4/30/2023	\$ 1,991,623.87	0.441%
Corporate Note - Bank of Nova Scotia	11/1/2021	5/1/2023	\$ 5,083,675.69	0.505%
Corporate Note - Chevron	12/9/2021	5/11/2023	\$ 2,595,258.67	0.647%
Gov't Agency - Federal Home Loan Mtg. Corp.	12/8/2021	6/19/2023	\$ 2,093,699.44	0.521%
Corporate Note - Toronto Dominion Bank	11/3/2021	7/19/2023	\$ 4,247,604.44	0.458%
Treasury Note - United States Treasury	9/23/2022	8/31/2023	\$ 2,444,284.05	3.917%
Treasury Note - United States Treasury	9/23/2022	9/30/2023	\$ 2,453,180.05	3.936%
Total Other Investments			\$ 38,887,252.83	

13 week Treasuries 3.22% as of 9/30/2022

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, 2022 - September 30, 2022**

	FUND #	RESOURCES	OBLIGATIONS	BALANCE
Auxiliary Services	680	\$ 4,713,671	\$ 763,103	\$ 3,950,568
Self-Supporting Services	2000	16,281,236	5,914,793	10,366,443
Intra-College Services	2800	8,077,840	2,034,065	6,043,775
Student Government, Clubs & Newspaper	7200	339,518	7,261	332,257
Athletics	7500	120,176	31,849	88,327
TOTAL		\$ 29,532,441	\$ 8,751,071	\$ 20,781,370

	FUND #	BUDGET	OBLIGATIONS	BALANCE
Reserve Funds	2650 & 670000	\$ 1,190,000	\$ 139,258	\$ 1,050,742
Regional Library	2600	4,565,000	2,792,027	1,772,973
Capital Development	6000-6500	21,900,000	1,494,670	20,405,330
Student Financial Aid	4200	51,900,000	11,920,091	39,979,909
Special Projects	3000	32,600,000	4,739,876	27,860,124
Debt Service	590	36,100,000	-	36,100,000
TOTAL		\$ 148,255,000	\$ 21,085,922	\$ 127,169,078

CAPITAL PROJECTS REPORT

Prepared by

Rory Alvarez, Director—Facilities and Operations
Aaron Hunter, Associate Vice President/Chief Financial Officer

CURRENT AND COMPLETED CAPITAL PROJECTS

- **Agricultural Complex**
Exterior Projects: The college is working with a contractor to install the final piece of this project. The wetland permit that was granted has the college installing a large pond behind the baseball field for groundwater and runoff containment. Construction has begun and is on schedule for completion in the next month.
- **Building 36**
Remodel of space to accommodate the relocation of the SOAR program. This program is currently housed in Building 34. This remodel will change one classroom into multiple offices and open spaces up for better visibility of the internal processes of this program. Construction has begun and is on schedule for completion in the next month.
- **Building 2**
The old cafeteria space has been transformed into a C-store and student serving area. The space is perfect for the needs of the students and the staff. The C-store is a great addition and convenient for the students.

HVAC UPGRADES (CRSSA FUNDS)

- **Salem Campus Building 1**
HVAC units are on order to replace roof top units. Updated shipping dates should be received in the next month or so.
- **Salem Campus Building 14**
The air handler units replacement is complete. Coordinating electrical installation of new units.
- **Salem Campus Building 48**
Replacement of rooftop units and building controls are planned. Updated shipping information is anticipated soon.
- **CCBI**
Dedicated outside air system (DOAS) unit replacements have arrived. Facilities is working with the mechanical contractor to determine install dates.
- **Brooks Building 1**
Replacement furnaces and building controls are needed. The scope of the work for replacement is being mapped by the manufacturer and controls contractor.

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October 19, 2022

- Eola Building 1
Rooftop units and building controls replacement are projected. Planning is occurring with the manufacturer and controls contractor for the required replacement units and controls.

See Appendix–2; Campus Map pages 50–51.

**INSTITUTIONAL ADVANCEMENT FOUNDATION QUARTERLY REPORT
JULY 1, 2022 THROUGH SEPTEMBER 30, 2022**

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.

Carmela Valentina Coyne Memorial Scholarship: This scholarship was established by Barry Lee Coyne in memory of his late wife Carmela. Carmela's career spanned many fields in countries throughout the world. This fund was created for students pursuing a degree or certification in Mathematics to honor her legacy as a math teacher early in her career.

Calvary Opportunity Scholarship: This scholarship was established by congregants, donors, and leadership at Calvary Baptist Church in support of students attending Chemeketa. The goal of this fund is to assist students who have had to overcome barriers to continue their educational journey and are looking to start a new chapter in their life. This scholarship gives preference to students who have been historically underrepresented in higher education or whose opportunities have been limited because of their background or experiences. Recipients may opt into receiving messages of encouragement from the congregation throughout the academic year.

NEW FOUNDATION BOARD MEMBER

In a unanimous vote by the Chemeketa Foundation Board, Patty Herzog has been elected to the Foundation Board of Directors for a three-year term. As a community college graduate herself, Patty is a fierce advocate for community colleges, not only because of the life-changing opportunities education provides for students and their families, but also for the benefit of strengthening communities and local workforce. She is currently serving as the Executive Director of the McMinnville Economic Development Partnership (MVDP) in McMinnville.

CLINT MATCH

The Foundation Board of Directors has approved the annual Clint Foundation Match for 2022. Since 2011, the Clint Foundation has offered a match up to \$10,000 if the Chemeketa Foundation can raise funds in support of the Clint Foundation Scholarships. 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, Giving Tuesday, through the Foundation's monthly newsletter and on social media. We will seek to raise \$15,000 from donors this year to secure the Clint Foundation's annual match.

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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 9-11. The Holiday Market will be held at the State Fairgrounds in the Jackman Long and Columbia buildings and opens on Friday evening, December 9, from 5:30–8:30 pm. Participating departments include Robotics, Wine Studies, Early Childhood Education, Criminal Justice Club, Marketing, and the Chemeketa Carolers. Programs from the college will be invited to help staff the Chemeketa booth to spread the word about the exciting opportunities they provide.

QUARTERLY DONATION REPORT

The total amount of cash contributions for July 1, 2022–September 30, 2022, is \$89,067.34; the total valuation of in-kind contributions during July 1, 2022–September 30, 2022 is \$10,916.01. Also listed on the in-kind report is a gift recorded late from January 1, 2022, totaling \$19,521.56.

**GRANT ACTIVITIES FOR
JULY 2022–SEPTEMBER 2022**

Prepared by

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

GRANTS SUBMITTED—July 2022–September 2022

Grantor	Department	Descriptions	Amount
PGE Drive Change Fund	Regional Education and Academic Development (READ)–Agricultural Sciences	Funds electric tractors for use in the Agricultural Science classrooms and to check out to community farms and vineyards to increase the familiarity with and adoption of lower emissions farm machinery. Tim Ray. Submitted July 1.	\$169,010
Wells Fargo	Chemeketa Foundation	Funds student relief fund for emergency needs of students. Jamie Wenigmann. Submitted July 7.	\$7,500
Oregon Department of Energy Community Renewal Energy Grant	Facilities	Two projects submitted: 1) Add a battery backup system and four EV charging stations at the Ag Hub. 2) Add a solar array and battery system to support the well at the Brooks Center. Submitted July 8.	\$196,000
Oregon Department of Education-Career Connected Learning	READ-High School Programs	Funds connecting K-12 students with CTE programs and other career development opportunities and collaboration with counterparts around the state to increase equity in internships, access to CTE training programs, and career exploration opportunities.	\$447,249
HECC Future Ready Credit for Prior Learning (CPL)	READ	Funds a CPL coordinator as well as faculty and staff time to improve their processes and options for students with prior experiences that might align with courses. Holly Nelson, Eric Colon Cortes. Submitted July 20.	\$347,326
Oregon Health Authority	Career and Technical Education and Foundation	Scholars for Health Oregon Initiative-Like (SHOI-Like) provides scholarships for students pursuing degrees and certifications in health-related fields. Sandi Kellogg. Submitted August 31.	\$500,000

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Oregon Department of Education-Educator Advancement Council	General Education and Transfer Studies (GETS)-Education	Grow Your Own project extends the previous grant funding to increase underrepresented students pursuing teaching degrees. Includes scholarship funds and outreach to potential education students, including adults working for school districts. Submitted July 6.	\$375,461
HECC-Office of Workforce Investments	Future Ready-Workforce Ready Grants, Capacity	Funds will build capacity to establish and strengthen employer relations to create workplace internship opportunities for youth who have been historically excluded from high skilled workplace opportunities in healthcare, manufacturing, and technology.	\$300,894
Total Grant Applications:			\$2,343,440

GRANTS PENDING NOTIFICATION—Grants submitted prior to the current quarter

Grantor	Department	Description	Amount
National Science Foundation (NSF)-Research Experiences for Undergraduates	GETS-Social Science	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
Federal Communications Commission-Emergency Connectivity Funds	Chemeketa Cooperative Regional Library Service (CCRLS)	Funds would provide continuation of hotspots for 17 member libraries previously funded by IMLS Covid relief grant. Natalie Beach and John Hunter. Submitted May 3.	\$86,618
Oregon Wine Board	READ-Wine Studies	Funds research into varietal and hydrology strategies for AVA regions in Oregon. Bryan Berenguer. Submitted January 28.	\$29,578
Upward Bound Math and Science	Student Development and Learning Resources (SDLR)-Chemeketa Accelerated Pathways to Success (CAPS)-Upward Bound	Project would place staff focused on building college going and degree completion at McKay and Woodburn high schools for students interested in STEM careers.	\$1,437,537

Standard Report-5
October 19, 2022

GRANTS DECLINED—July 2022–September 2022

Grantor	Department	Description	Amount
U.S. Department of Labor	READ–CDL Program	Congressionally Directed Spending request to increase capacity of truck driving certificate program by adding an additional truck and a simulator. Paul Davis. Submitted April 1.	\$440,000
Business Oregon– Seismic Rehabilitation Grant Application	Facilities	Seismic upgrades for Building 14 to improve emergency response readiness in case of major earthquake. Isaac Talley. Submitted February 16.	\$1,402,180
U.S. Department of Commerce– Economic Development Administration– Good Jobs Challenge	READ– Agricultural Sciences and Technology, Wine Studies	Consortium project with SEDCOR, Willamette Workforce Partnership, Mid-Willamette Council of Governments, and Oregon Manufacturing Extension Partnership to support innovation and training in the Agriculture and Manufacturing Supply Chain sectors. Tim Ray, Paul Davis, Holly Nelson. Submitted February 10.	\$3,308,269
Substance Abuse and Mental Health Services Administration– Suicide Prevention	Student Affairs- Counseling and Career Services	Supports college wide suicide prevention intervention protocol development and staff trainings. Chris Potts. Submitted April 29.	\$95,038
U.S. Department of Agriculture– Beginning Farmers and Rancher Development	READ– Agricultural Sciences	Follow up project to pilot Incubator Farm BFRD. Funds development of community farming sites for students’ experiential learning. Jessica Sandrock. Submitted June 2.	\$747,479
U.S. Department of Agriculture– Beginning Farmers and Rancher Development	READ– Agricultural Sciences	Follow up project to pilot Incubator Farm BFRD. Funds development of community farming sites for students’ experiential learning. Jessica Sandrock. Submitted June 2.	\$747,479
SEED-GYO	GETS- Education	Funds the expansion of program to recruit and support students from diverse backgrounds into the education field. Funds tuition, stipends, individualized advising. Cecelia Monto. Submitted June 3.	\$2,557,568

Standard Report-5
October 19, 2022

U.S. Department of Education Developing Hispanic Serving Institutions– Title V	SDLR– Academic Support	Redesigns academic support by embedding support within classes, supporting inclusive instructional practices, modernizing tutoring services	\$2,997,014
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GRANTS AWARDED—July 2022–September 2022

Grantor	Department	Description	Amount
Oregon Bureau of Labor and Industries–Future Ready	CTE- Apprenticeship	Supports three Pre-Apprenticeship opportunities at Woodburn center with Farmworker Housing Development Corporation, at the prisons with Oregon Corrections, and with community youth serving organizations. Megan Cogswell. Submitted June 2.	\$264,451
Oregon Department of Education	Career Connected Learning	Funds connecting K-12 students with CTE programs and other career development opportunities and collaboration with counterparts around the state to increase equity in internships, access to CTE training programs, and career exploration opportunities.	\$447,249
HECC Future Ready Credit for Prior Learning	READ	The grant will fund a CPL coordinator as well as faculty and staff time to improve our processes and options for students with prior experiences that might align with courses. This is intended to increase the options for nontraditional aged students and reduce barriers on their path to a degree or certification. Holly Nelson, Eric Colon Cortes. Submitted July 20.	\$347,326
Oregon Department of Education– Educator Advancement Council	General Education and Transfer Studies– Education	Grow Your Own project extends the previous grant funding to increase underrepresented students pursuing teaching degrees. Includes scholarship funds and outreach to potential education students, including adults working for school districts. Submitted July 6.	\$375,461
TOTAL Grants Awarded			\$1,434,487

SUMMER TERM ENROLLMENT REPORT

Prepared by

Beth Holscher, Institutional Research Analyst
Julie Peters, Interim Director—Institutional Research and 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

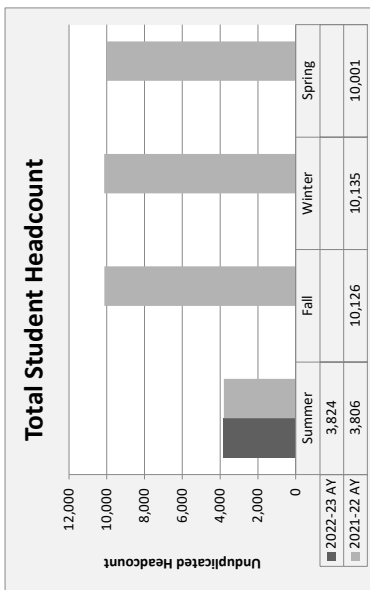
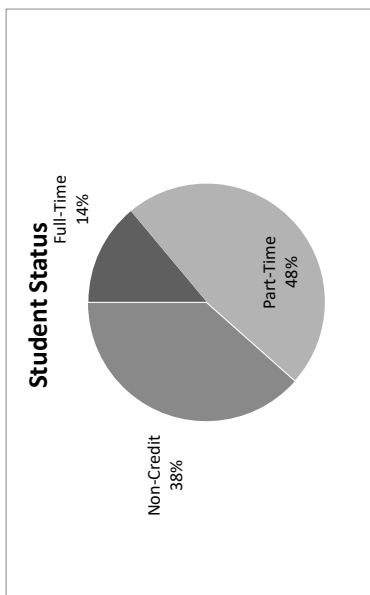
Chemeketa Community College
Summer 2022
Student, FTE and Enrollment Profile

Summer 2022

STUDENTS (unduplicated headcount)

Total Students	3,824
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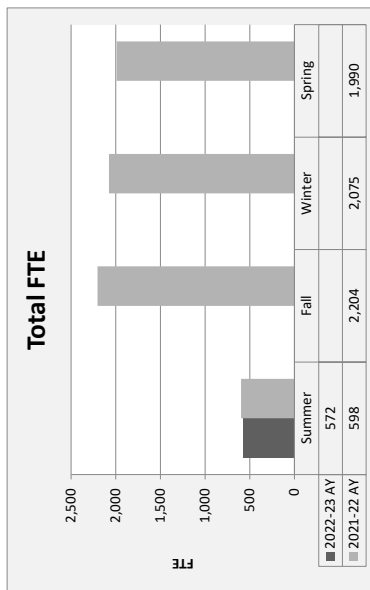
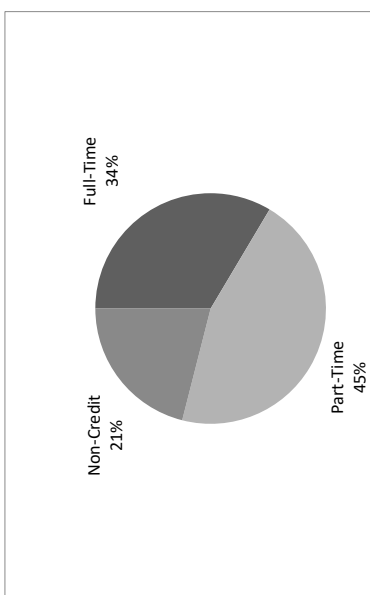
	Part-Time	Non-Credit
Full-Time	1,821	1,470
	47.6%	38.4%



FTE

Total FTE	572
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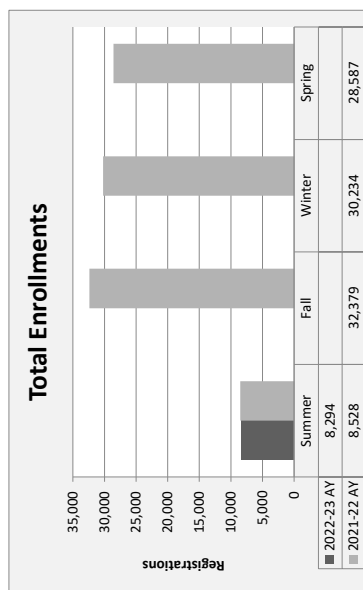
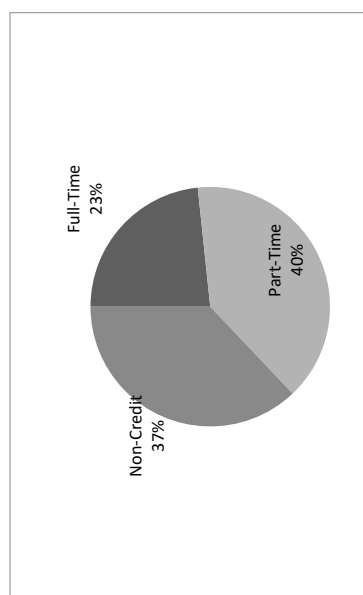
	Part-Time	Non-Credit
Full-Time	260	120
	45.4%	21.0%



ENROLLMENTS (duplicated headcount)

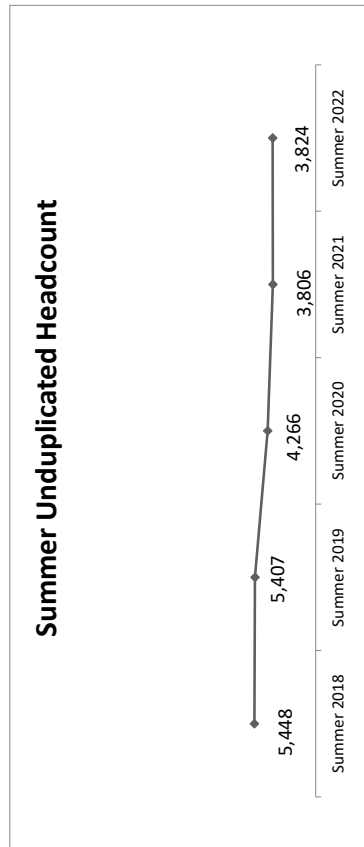
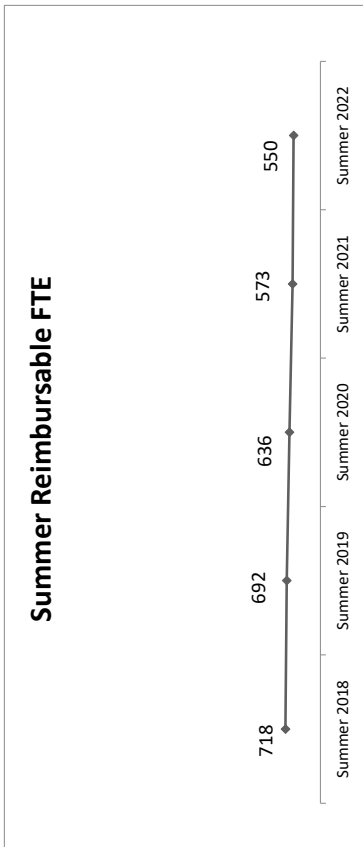
Total Enrollments	8,294
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	Part-Time	Non-Credit
Full-Time	3,284	3,075
	39.6%	37.1%



Chemeketa Community College
Summer 2022
Student, FTE and Enrollment Profile

Summer-to-Summer Comparison			
Summer Term FTE and Headcount	Summer 2021	Summer 2022	% Change
Reimbursable FTE	573	550	-3.9%
Non-Reimbursable FTE	25	21	-14.3%
Total FTE	598	572	-4.4%
Unduplicated Headcount	3,806	3,824	0.5%

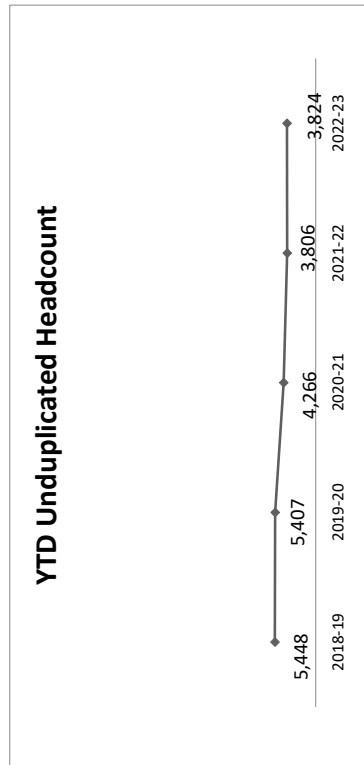
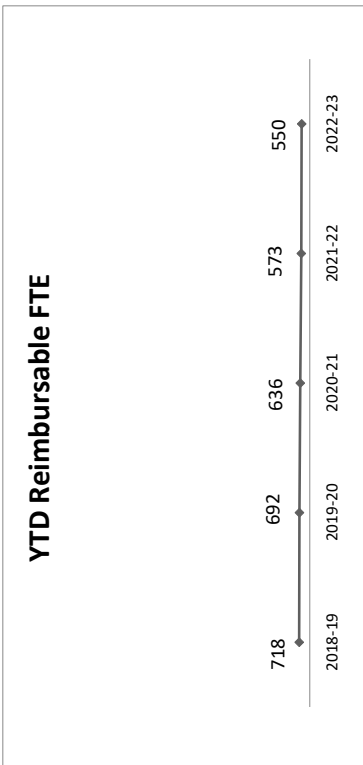


Rate of Change from Summer to Summer

	2018 to 2019	2019 to 2020	2020 to 2021	2021 to 2022
Change in Reimbursable FTE	↓ -3.6%	↓ -8.0%	↓ -10.0%	↓ -3.9%
Change in Unduplicated HC	↗ 0.8%	↓ -21.1%	↓ -10.8%	↗ 0.5%

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

Year-to-Date			
Year-to-Date FTE and Headcount	2020-21	2021-22	% Change
YTD Reimbursable FTE	573	550	-3.9%
YTD Non-Reimbursable FTE	25	21	-14.3%
YTD Total FTE	598	572	-4.4%
YTD Unduplicated Headcount	3,806	3,824	0.5%



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
Change in YTD Reimbursable FTE	↘ -3.6%	↘ -8.0%	↘ -10.0%	↘ -3.9%
Change in YTD Unduplicated HC	↗ 0.8%	↘ -21.1%	↘ -10.8%	↗ 0.5%

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.

In recognition of the achievements of the Hispanic community, the Hispanic Metropolitan Chamber is celebrating 28 years of Latino Achievements in Oregon and Washington. HECTOR HERNANDEZ, Chemeketa Art instructor and muralist at the Woodburn Center is being honored with a Bravo award for his outstanding efforts that have significantly contributed to the economic and social advancement of Latinos throughout Oregon and southwest Washington.

Chemeketa has continued its tradition of awarding scholarships to the Queen and First Princess of the Mexican Fiesta. The 2022 Fiesta Court Queen title went to DIANA VALDOBINOS CABREARA, along with a one-year Chemeketa scholarship, and the First Princess title was presented to MIRIAN SILVA, along with a one-term Chemeketa scholarship. This year, representing Chemeketa and awarding the scholarship were board member, DIANE WATSON, President JESSICA HOWARD, and Woodburn Center Dean, ELIAS VILLEGAS.

Chemeketa's Institutional Advancement team has again received multiple awards from the National Council for Marketing and Public Relations (NCMPR), an organization that connects marketing and PR professionals at community and technical colleges. Chemeketa's projects were judged by national peers and received a total of eight Medallion Awards in the following categories:

- Annual Report - [2021 Foundation Annual Report](#)
- E-Newsletter - [Chatter Issue #103](#)
- Promotional Video (short form): [Cierra's Story - Chemeketa Foundation](#)
- Promotional Video (long form): [2021 Chemeketa Holiday Video Card](#)
- Original Photography (manipulated): image of the rappelling student
- Excellence in Writing (short form): [Wine Studies/Radiant Sparkling Collaboration](#) and [Belmodis Field announcement](#)
- Logo Wear - I Am Chemeketa Strong t-shirt
- Wild Card: Chemeketa Pathways Pole Flags

Congratulations to Chemeketa's team of TAYLOR CANTONWINE, TERRI JACOBSON, SHAWN KEEBLER, ROBERT LA HUE, OTILIA MORALES, JAMIE WENIGMANN, ESTHELA ZENDEJAS, and Executive Director, MARIE HULETT.

YVC hosted the *Explore YVC* event on September 12, where 150+ community members came to YVC campus to learn about campus offerings, programming and services across the College and community organizations that each staffed informational tables. It was a great way to share information and to support the McMinnville community, while gathering for food, fun (lawn games and music) and learning. Programs, departments, and community organizations that were represented include Oregon Employment Department, McMinnville Public Library, Yamhill

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County Public Health, Yamhill Community Action Partnership (YCAP), Head Start of Yamhill County, Unidos Bridging Community, Oregon State University, Chemeketa's Early Childhood Education program, Medical Assisting, Visual Communications, Speech Language Pathology Assisting, Wine Studies, BNA, Math, Computer Science, Communication, Psychology, Philosophy, Writing, ESOL, GED, Applied Technologies, Education, Student Life, TRiO and CCP.

Thank you to those who planned, coordinated, set-up, hosted tables and supported the *Explore* YVC event: MELODY ABARCA-MILLAN, ANGELA ARCHER, DONNA BERNHISEL, RENAE BURGER, JOHN CAPACCIO, NEIL COHEN, TEGAN CONKLIN, LANI DAVIDSON, PAUL DAVIS, HANNA DEMASTER, PAM DITTERICK, MICHELLE DYER, KATHRYN ELLIS, MACKENZIE FRASER, CLAUDIA GALLEGOS, JOSE GARCIA, BEN GORT, IMRAN HAIDER, PETER HOELTER, BRANDY LEHN, CHRISTOPHER MACLEAN, GABRIELA MARQUEZ MANZANO, CECELIA MONTO, YESICA NAVARRO, ERIKA ROMINE, ANDREW SCHOLER, CHONA TISZKUS, MELISSA VANDYKE, MARIA VANIA FENNER, and JAIME ZINCK.

Additional support for this event came from MIKE EVANS, LILIANA LANDA-VILLALBA and GAELLEN MCALLISTER who helped secure funding through the Oregon Community Summer Grant and TERRI JACOBSON in marketing, who designed the event mailer and flier.

Chemeketa hosted the annual Binational Health Fair on Saturday, October 8, 2022. The Binational Health Fair is a national initiative through the Mexican consulate to offer free preventative medical services. Chemeketa has organized and hosted this event for the last six years. About 400 community members attend this event each year. Many local community organizations help support this event by providing free services, information, and resources. Thanks to those at Chemeketa who make this event possible: DAVID ABDERHALDEN, ROSALBA AGUILAR, JAMES BERNDT, VIVI CALEFFI PRICHARD, DEE DIXON, GRECIA GARCIA, MANUEL GUERRA, FANTINI HERNANDEZ, ESTHELA ZENDEJAS, MEDIA SERVICES, the FACILITIES department, and STUDENT VOLUNTEERS.

After 5: Dine with the President has become an annual event honoring Chemeketa's African and Black American students. This year, it will take place on Thursday, October 29. This event is in partnership with the Salem-Keizer NAACP and Chemeketa student club Black Inc. Thank you to those who contributed to this event: STACY AKOIKOU, GENISIS AREVALO, DR. IRVIN BROWN, VIVI CALEFFI PRICHARD, FANTINI HERNANDEZ, HOLLY NELSON, TIM RAY, LINDA RINGO-REYNA, and NORTHWEST INNOVATIONS.

Native Salem is an exhibition curated and researched by Dr. David G. Lewis, an Assistant Professor of Anthropology and Ethnic Studies at OSU and member of the Grande Ronde Tribe. Dr. Lewis' amazing work can be enjoyed when walking across Chemeketa Salem skybridges while looking over Kalapuya land. Originally installed at the Bush Barn Art Center, Native Salem tells the story of ancestors, history, and art of the Kalapuya people. This exhibit was made possible by a collaboration between DAVID G. LEWIS, the SALEM ART ASSOCIATION, the VISUAL ARTS program, the office for DIVERSITY, EQUITY AND INCLUSION, and the MARKETING department at CHEMEKETA.

Preview Day 2022 attracted a few hundred new students eager to make sure they were ready to begin their experience at Chemeketa. DANIELLE HOFFMAN and the YVC team held an event on Thursday. ELIAS VILLEGAS lead an event at Woodburn on Friday, and the following team put together the website and the event at Salem Campus where we welcomed over 350 students: BRUCE CLEMETSEN, GUY CRAIG, DENISE GALEY, ELIZABETH FACANHA,

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ALCINA GARCIA, JAMES MCNICHOLAS, MEREDITH SCHREIBER, MIKE EVANS and staff, Salem advising staff, CLEO ALVAREZ, KIP CARLSON, EUSEBIO HERRERA-PEREZ, CATHY MARTELL, JEN SILKEY, THERESA YANCEY and Library Computer Center staff, TETER KAPAN, KRISTIN MAURO, Facilities, Information Technology, JULIE DEUCHARS, MANUEL GUERRA, MARIE HULETT, AARON HUNTER, ROBERT LAHUE, MARSHALL ROACHE, Northwest Innovations, Counseling staff, Student Affairs staff, MEGAN COGSWELL, ERIC COLON CORTES, LARRY CHEYNE, PAUL DAVIS, MARIE GABBARD, GLEN MILLER, DANI OSWALD, TIM RAY, KEITH RUSSELL, SHAUNA STEELE, R TAYLOR, and DENISE THOMPSON.

The Events Department would like to give a BIG shout out and heartfelt thanks to Facilities, Information Technology, Procurement, Business Services and Northwest Innovations for completing the new C-Store location and move in time for the first day of fall term.

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 2022.

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's strategic priorities for the 2022-23 year have been established. They are:
 - Secure adequate funding to fulfill the mission of community colleges and achieve our goals.
 - Continue strengthening OCCA as an organizational entity.
 - Elevate, promote, and support the Student Success Center.
- The OCCA Communications and Marketing Advisory Workgroup has developed a strategic communications plan articulating the communications objectives for OCCA in 2022-23 and beyond. The plan identifies audiences, stakeholders, objectives, message content, delivery method, timeline, and who's on point. The plan also references how each objective fits into the OCCA board goals and priorities.
- OCCA committee appointments have been made for the upcoming year and include Chemeketa Board member Diane Watson serving on the OCCA DEI Committee. Chemeketa Board member Ed Dodson remains as Chair of the OCCA Nominating Committee.
- OCCA has updated its By-Laws and Board Policies and Regulatory and Policy Positions, and these have been presented to the Board for a first reading.
- The OCCA Legislative Committee has approved the following priorities – for which campaigns will be run – for OCCA advocacy in the coming year:
 - CCSF request, in keeping with the HECC agency request budget (see below)
 - Legislation empowering community colleges in Oregon to offer the BSN
 - Increased funding for the Oregon Opportunity Grant (between \$25-500M – not landing on a specific number, but an increase).
- A board member training session was held in September, which Chemeketa Board Chair Ron Pittman attended. OCCA will host a virtual Advocacy Training on Oct. 21 to help Board members and college staff learn best practices for advocating during the 2023 Legislative Session.
- The OCCA annual conference is scheduled for the first week in November at Sunriver.
- The OCCA audit for FY21-22 is scheduled for October 12-13. The Board will review the audit at the February 2023 Board meeting.
- Updates from the Oregon Student Success Center (OSSC), housed within OCCA, include:

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- OSSC Guided Pathways institutes have been completed. Continuing the work will involve partnering with student success practitioners in WA and AZ on Guided Pathways topics, with professional development to be made available to OR community colleges. The first such opportunity is upcoming and will be for faculty.
- Oregon was one of five states invited to attend the “State Policy Levers to Support Developmental Education Reform” policy summit in July sponsored by the Education Commission of the States and Strong Start to Finish.
- As of this fall, 11 Oregon community colleges (including Chemeketa) are offering corequisite Math courses in either Math 105, Math 111, or Math 243. Two math faculty in the state are working with the OSSC in furthering the work statewide, one of whom is Keith Schloeman from Chemeketa.
- Work focused on smoothing transfer pathways to Oregon’s private institutions.

HIGHER EDUCATION COORDINATING COMMISSION

Composed of a state agency and a 15-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 made recommendations for the overarching Agency Request Budget that includes significant investments in the form of Policy Option Packages (POPs) for the Oregon Opportunity Grant (a 238% increase), Oregon Promise (expanding to for-profit private and four-year public institutions), Public University Support Fund, and the Community College Support Fund (CCSF). The POP for the CCSF includes a 29% budget increase above the 2021-23 Legislatively Adopted Budget. The CCSF POP includes two investments from the Commissioners: the first is to cover increasing costs as demonstrated by the CSL model of \$156 million (20.9%), and the second investment is \$50 million in one-time funding to support the colleges and students as they adjust to the new enrollment levels.
- The HECC continues its focus and investigation around the CCSF, with a workgroup dedicated to the task. A discrete OPC CCSF workgroup is also involved. The workgroup reconvened in September and included an overview of the funding formula mechanics.
- Concerning the Transfer Council, the Common Course Numbering Course Workgroups have started convening again and are on track to complete the course alignment for the first set of courses in the coming weeks.
- Future Ready Oregon Workforce Ready Grants, Round One –the capacity building grants of up to \$9.8M – should be awarded any day. These grants are focused on increasing capacity to offer workforce training, direct financial supports, and/or wraparound services to job-seekers from priority populations pursuing careers in several high-demand fields. The remaining Future Ready Oregon funding will be available for applications in late 2022 or early 2023.

COMMUNITY COLLEGES AND WORKFORCE DEVELOPMENT

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

- While Career Pathways (CP) and Credit for Prior Learning (CPL) are included under the Future Ready Oregon umbrella, they will continue to be housed within CCWD. Chemeketa has recently been awarded funding for CPL and CP for 2022-23.

OREGON PRESIDENTS' COUNCIL

A council of the 17 Oregon community college district presidents and campus presidents, OPC meets regularly to strengthen our community college network and position in the state.

- OPC held its annual retreat in August at Clatsop Community College. Strategic priorities for the year are focusing on the relationship with HECC commissioners and staff, affinity group alignment, developmental education redesign, applied baccalaureate, applied baccalaureate re: BSN, and strategic innovation. There is also a workgroup associated with HECC's CCSF exploration. Jessica will lead the BSN group.
- A landscape study report authored by National Center for Higher Education Management Systems (NCHEMS) and commissioned by OPC and the university presidents will soon be released. Its key themes for Oregon's higher education system are:
 - Oregon needs significant, sustained, and targeted investments to build the workforce Oregon needs.
 - We need to center equity in our work to support students and the future diverse workforce.
 - Oregon needs a statewide economic development plan (aka "blue ribbon commission") charged with creating a vision with the general composition specified and the method of naming members indicated.

Separate Action-1
October 19, 2022

**APPROVAL OF APPOINTMENT OF BUDGET COMMITTEE MEMBERS,
RESOLUTION NO. 22-23-03 FOR ZONE 4 AND
RESOLUTION NO. 22-23-04 FOR ZONE 6 FOR 2022–2025
[22-23-105]**

Prepared by

David Hallett, Vice President—Governance and Administration

Budget committee positions for Zone 4 and Zone 6 expired June 30, 2022. In compliance with Board Policy No. 1170, the appointment of budget committee members is made by the College Board of Education.

Policy and procedure 1170 state that 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. Additionally, a position filled by an incumbent who has served less than four years can be reappointed without public notice advertising for additional applicants. Upon advertisement for Zone 4 no applications were received. Incumbent Mike Stewart agreed to serve for an additional three-year term for Zone 4. The Zone 6 incumbent has served for less than four years, thus public notice was not required. Jenne Marquez has agreed to serve an additional three-year term as a budget committee member for Zone 6.

Per Resolution No. 22-23-03, it is recommended that the College Board of Education appoint Mike Stewart as budget committee member for Zone 4 for 2022–2023. Per Resolution No. 22-23-04, it is recommended that the College Board of Education appoint Jenne Marquez as budget committee member for Zone 6. Both appointments are effective July 1, 2022.

Separate Action-2
October 19, 2022

**APPROVAL OF RETIREMENT RESOLUTION
NO. 22-23-02, ALLISON D. DELANEY
[22-23-106]**

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 Allison D. Delaney who retires effective October 31, 2022.

It is recommended that the College Board of Education adopt Resolution No. 22-23-02, Allison D. Delaney.

Separate Action-2
October 19, 2022

**RETIREMENT RESOLUTION NO. 22-23-02
ALLISON D. DELANEY**

WHEREAS, Allison D. Delaney began her 29 year, 7-month association, as a salaried employee, with Chemeketa Community College in March, 1993; and

WHEREAS, Allison D. Delaney gave dedicated service to Chemeketa Community College currently as Technology Analyst I, Information Technology of College Support Services Division; therefore,

BE IT RESOLVED, that upon her retirement date of October 31, 2022, the College Board of Education hereby honors and commends Allison D. Delaney for her loyalty, dedication, and personal commitment to Chemeketa Community College.

Ron Pittman

Ron Pittman
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Action-1
October 19, 2022

**APPROVAL OF STRATEGIC FRAMEWORK
[22-23-107]**

Prepared by

Jessica Howard, President/Chief Executive Officer

The Strategic Design Team has spent a full year planning and assessing input from internal and external stakeholders that has been facilitated by an ASCETA consultant. Their committed work has created a proposed new institutional Strategic Framework for Chemeketa, consisting of a new vision statement, mission statement, and values. The draft Strategic Framework was presented to the Board of Education during the September board meeting. It is recommended that the Board of Education approve the Strategic Framework.

**ACCEPTANCE OF PROGRAM DONATIONS
JULY 1, 2022, THROUGH SEPTEMBER 30, 2022
[22-23-108]**

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, 2022, through September 30, 2022. It is recommended that the College Board of Education accept these donations.

Item: Parts and Installation for Linear Irrigation at Ag Hub	Item: 2011 Chevy Traverse
Donor: ERNST Irrigation	Donor: Stacey Wells
Declared Value: \$19,521.56	Declared Value: \$3,500
Program: Agriculture Complex	Program: Automotive Technology Program
Donation Date: 01/01/2022 (Recorded late)	
Item: 2003 Honda Accord	Item: 200 Ice Cream and Snow Cones
Donor: Kristin M. Mauro	Donor: Sancho's Tacos, Inc.
Declared Value: \$3,500	Declared Value: \$2,000
Program: Automotive Technology Program	Program: iSTART Student College Fair
Item: Various Electronic Components	Item: Fifty \$9 Gift Certificates
Donor: Garmin AT	Donor: In-N-Out
Declared Value: \$1,205.02	Declared Value: \$450
Program: Electronics Department	Program: 2022 Open House
Item: Two Admission Tickets	Item: Two \$25 Gift Certificates
Donor: Pentacle Theatre	Donor: Nachos Locos Mexican Food
Declared Value: \$60.00	Declared Value: \$50
Program: 2022 Open House	Program: 2022 Open House

Action-2
October 19, 2022

Item:	\$50 Gift Certificate	Item:	Drill and Bit HSS Set
Donor:	The Historic Elsinore Theatre	Donor:	East Salem Ace Hardware
Declared Value:	\$50	Declared Value:	\$41.99
Program:	2022 Open House	Program:	2022 Open House
Item:	Gallagher Branded Hat	Item:	One \$25 Gift Certificate
Donor:	Gallagher Fitness Resources	Donor:	The Yard Food Park
Declared Value:	\$25	Declared Value:	\$25
Program:	2022 Open House	Program:	2022 Open House
Item:	One Novel		
Donor:	Henry Alley		
Declared Value:	\$9		
Program:	Library		

**APPROVAL OF GRANTS AWARDED FOR JULY 2022–SEPTEMBER 2022
 [22-23-109]**

Prepared by

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

These grants have been awarded to the college from July through September 2022. It is recommended that the board accept these grants.

Grantor	Department	Description	Amount
Oregon Bureau of Labor and Industries–Future Ready	CTE–Apprenticeship	Supports three Pre-Apprenticeship opportunities at Woodburn center with Farmworker Housing Development Corporation, at the prisons with Oregon Corrections, and with community youth serving organizations. Megan Cogswell. Submitted June 2.	\$264,451
Oregon Department of Education	Career Connected Learning	Funds connecting K-12 students with CTE programs and other career development opportunities and collaboration with counterparts around the state to increase equity in internships, access to CTE training programs, and career exploration opportunities.	\$447,249
HECC Future Ready Credit for Prior Learning	READ	The grant will fund a CPL coordinator as well as faculty and staff time to improve our processes and options for students with prior experiences that might align with courses. This is intended to increase the options for nontraditional aged students and reduce barriers on their path to a degree or certification. Holly Nelson, Eric Colon Cortes. Submitted July 20.	\$347,326
Oregon Department of Education–Educator Advancement Council	General Education and Transfer Studies–Education	Grow Your Own project extends the previous grant funding to increase underrepresented students pursuing teaching degrees. Includes scholarship funds and outreach to potential education students, including adults working for school districts. Submitted July 6.	\$375,461
TOTAL Grants Awarded			\$1,434,487

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.

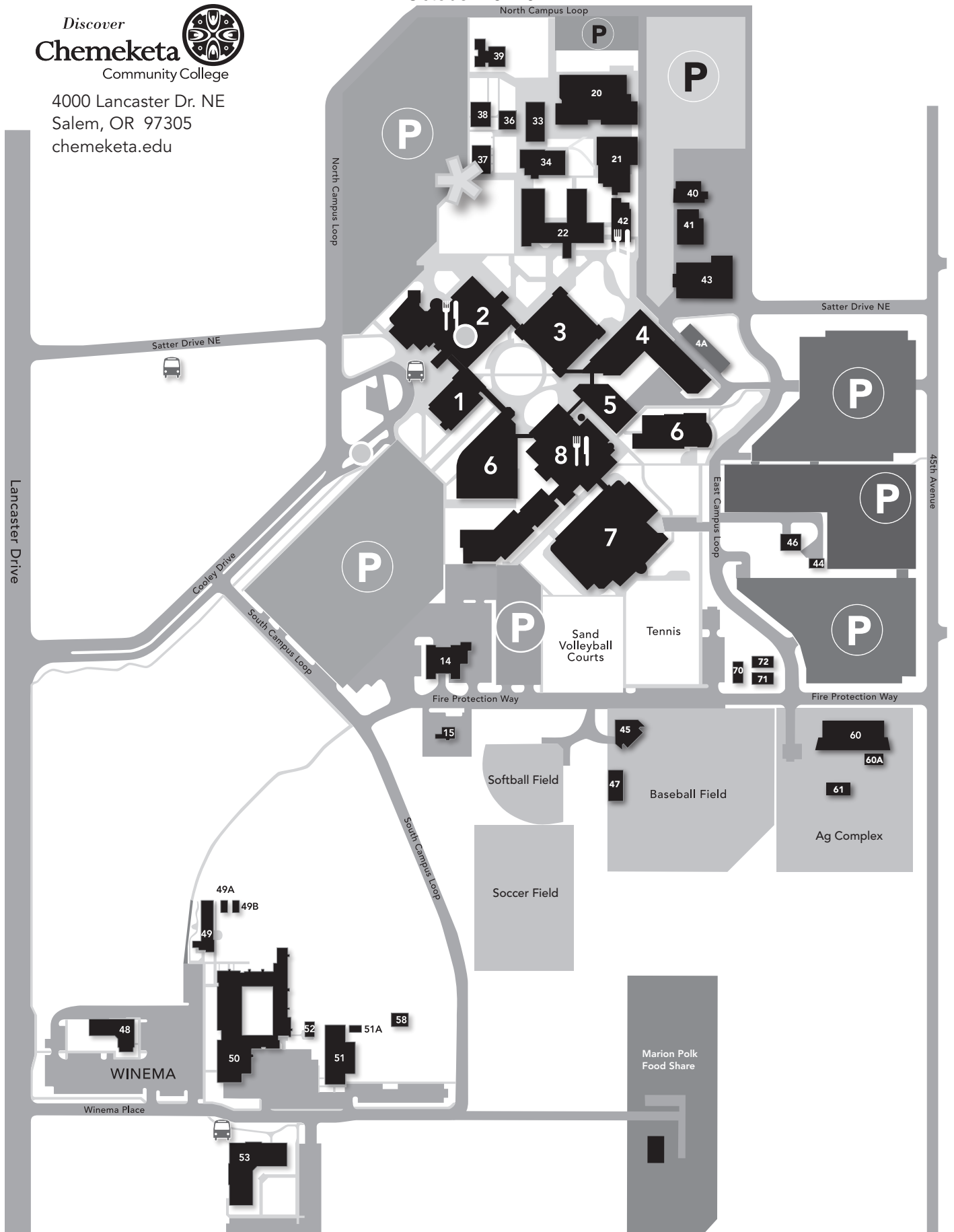
Innovation – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

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 19, 2022



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



Building directory on reverse side

Appendix-2 October 19, 2022

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

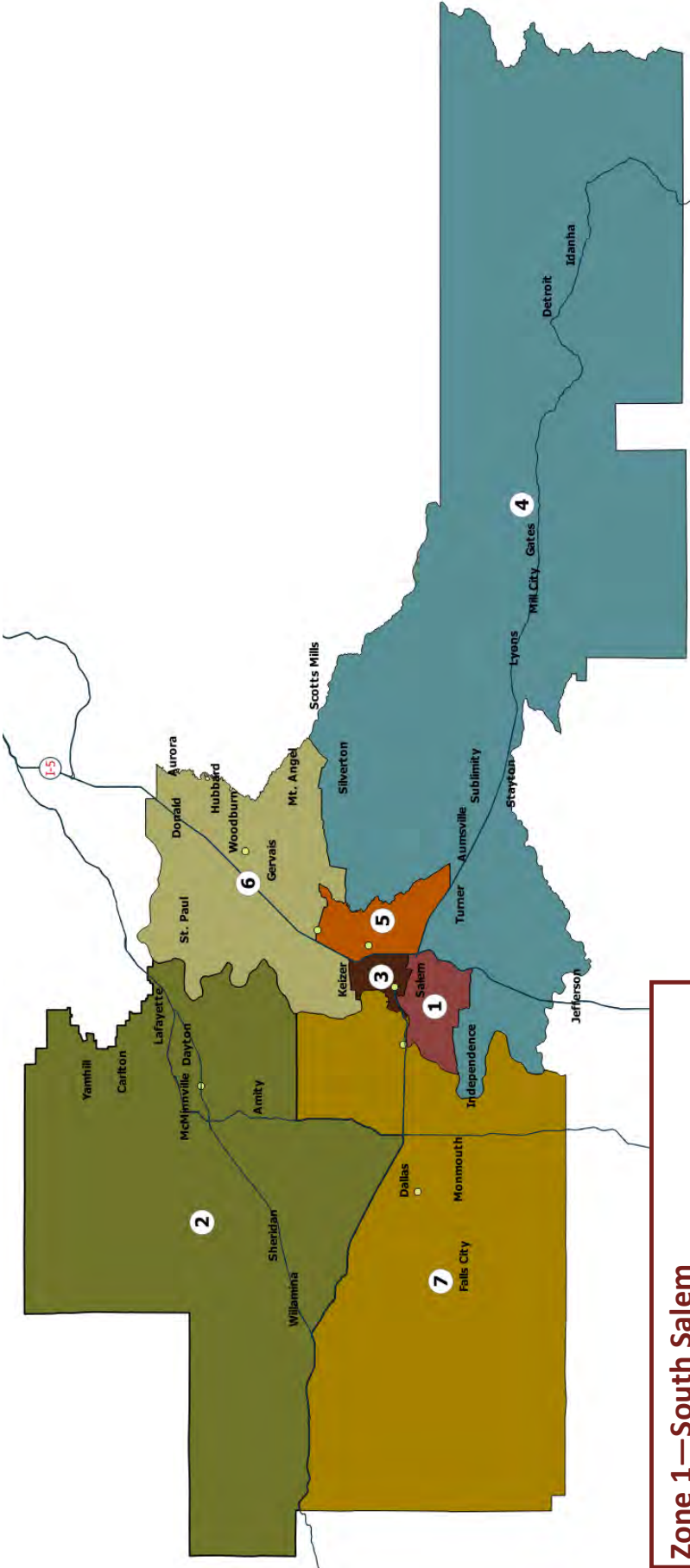
SINGLE OCCUPANCY

- 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 Maps and Descriptions



- 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, Chair 2022-2023**
 - ZONE 3 Neva Hutchinson, Vice Chair 2022-2023**
 - ZONE 4 Ken Hector**
 - ZONE 5 Jackie Franke**
 - ZONE 6 Diane Watson**
 - ZONE 7 Betsy Earls**

Handouts
October 19, 2022

College Life Student Leadership 2022-23

College Life Student Leadership Programs



- Associated Students of Chemeketa (ASC)
- Multicultural Student Services (MSS)
- Student Retention Assistants (SRA)
- Student Success Mentors

Associated Students of Chemeketa (ASC)



- Creating student events
- Clubs
- Representing students
- Voter registration
- Political engagement



Multicultural Student Services (MSS)



- Cultural Events
- Multicultural Education
- Representing students perspectives
- Celebration of diversity
- Community Outreach



Student Retention Assistants (SRA)



- Student Id Production
- Food Pantry
- Campus Referrals
- Postings
- Scheduling



Student Success Mentors



- Mentor first term students
- On campus referrals
- Registration outreach
- Problem Solving



Thank you!



2022 INSURANCE AND RISK MANAGEMENT REPORT

CHEMEKETA COMMUNITY COLLEGE

October 19, 2022

Kathy Bowen, Assistant Vice President
Property & Casualty Insurance

www.usi.com

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 2022 insurance renewal with premium costs, claims overview, and USI's services.

Agenda

USI Insurance Client Service Team

2022 - 2023 Highlights & Challenges

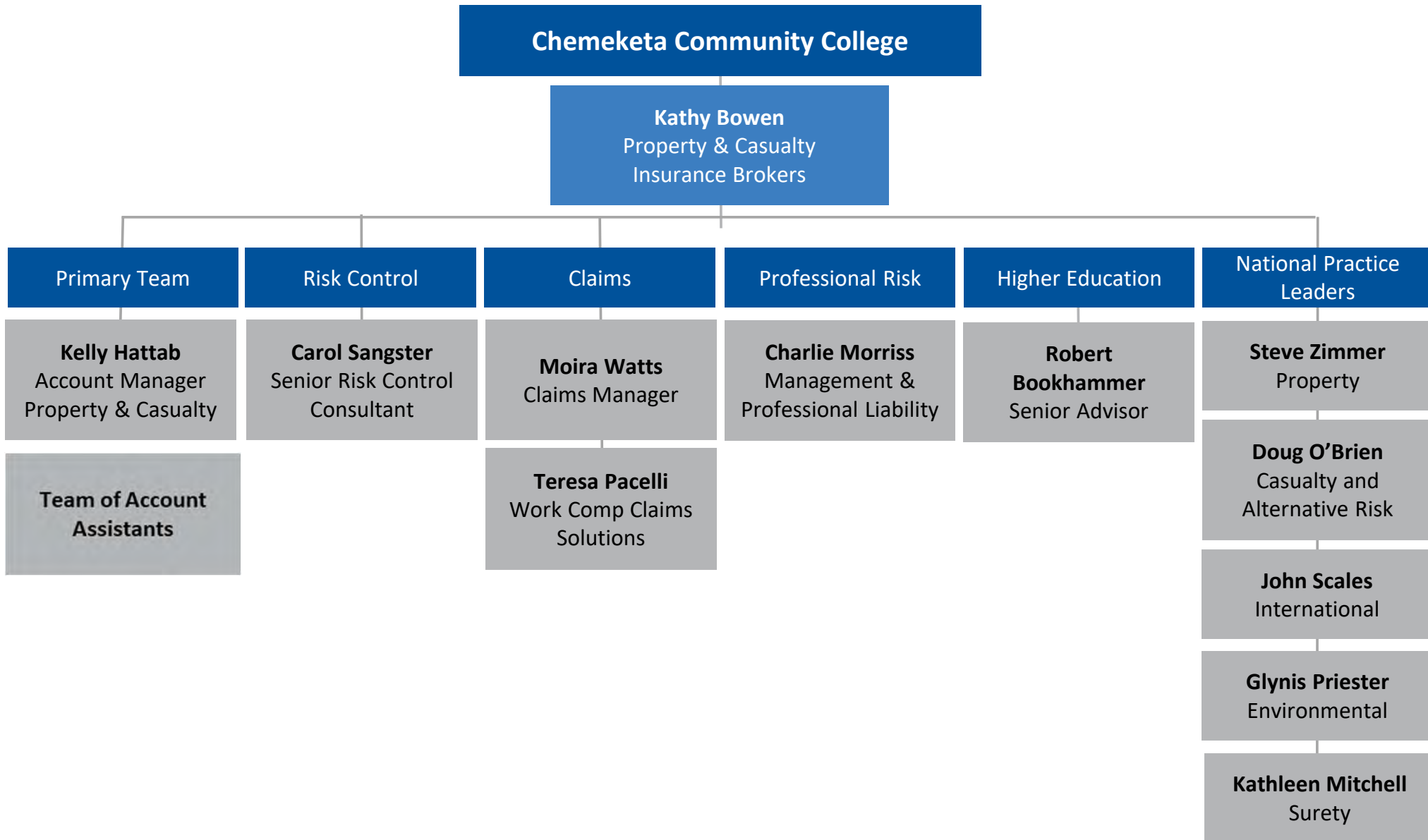
Current Insurance Program Design

Recap of recent year's premium

Overview of USI's Services

Objectives for 2022 - 2023

USI Insurance Client Service Team





2022 - 2023 Highlights & Challenges

HIGHLIGHTS

- Renewal considerations: contemplate changing environment; budget; risk profile; current and projected exposures; market conditions.
- PACE Toolkit: Completion of requirements for Employment Practices Liability Toolkit resulted in a 5% premium credit (or \$15,780).
- SAIF declared dividend: \$18,184 – September 2022
- SAIF 2021-22 Work Comp Audit: final actual payroll was \$20K less projected, resulting in an audit return premium of \$528

CHALLENGES

- PACE: announced average rate increase of 7% due to recent claims and increased reinsurance costs in general; actual net increase to CCC was about 12%
- Cyber: challenging market continued; additional underwriting requirements; scrutinizing internal controls.

Current Insurance Program Design

Property

\$150,000,000 Per Occurrence Total Limit of Indemnification

\$550,000,000 Per Occurrence Aggregate Loss Limit (all Participants)

Scheduled Property Values:

\$330,872,834 Buildings, Other Structures, Scheduled Outdoor Property

\$ 52,257,631 Business Personal Property & Electronic Data Processing
Equipment

\$ 1,848,855 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 & Increased Cost of Construction (Ordinance or Law)

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

Deductibles:

\$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 (Onsite Events)

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

Event Liability (Offsite Events)

\$1,000,000 Each Occurrence / \$2,000,000 Aggregate – General Liability

\$1,000,000 Each Common Cause / \$2,000,000 Aggregate – Liquor Liability

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)

\$2,500,000 Aggregate Limit of Liability per Covered Accident

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, Judgments & Settlements, Crisis
- \$250,000 Each Event / \$1,000,000 Aggregate - Enhanced Assault Extension

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	\$52,370,365 Adjustable at audit 3.52% increase from last year's payroll							
Premium	\$131,241 Includes prepay discount of \$4,843 and OGSERP discount of \$1,397. 12.44% increase over last year's premium; 3.92% net increase							
Experience Mod Factor	2019	0.66	2020	0.72	2021	0.69	2022	0.74

Recap of recent years' premiums and losses

PACE Year over Year Premium & Exposure Comparison

Year over Year Comparison		2021 - 2022			2022 - 2023			Year over Year Changes				
Coverage	Rating Basis	Exposure	Premium	Rate	Exposure	Premium	Rate	Exposure Change	% Exposure Change	Premium Change	% Premium Change	% Rate Change
Property	Insured Value	\$ 370,369,481	\$310,272	8.38	\$ 385,089,686	\$350,494	9.1	\$ 14,720,205	3.97%	\$ 40,222	12.96%	8.65%
Liability*	Total Public Resources	\$ 59,721,216	\$254,707	426.49	\$ 63,345,370	\$289,391	456.85	\$ 3,624,154	6.07%	\$ 34,684	13.62%	7.12%
Automobile	Number of Units	137	\$ 60,311	440.23	137	\$ 59,033	430.90	0	0.00%	\$ (1,278)	-2.12%	-2.12%
Crime			\$ 5,581			\$ 5,581				\$ -	0.00%	
PACE TOTAL			\$630,871			\$704,499				\$ 73,628	11.67%	

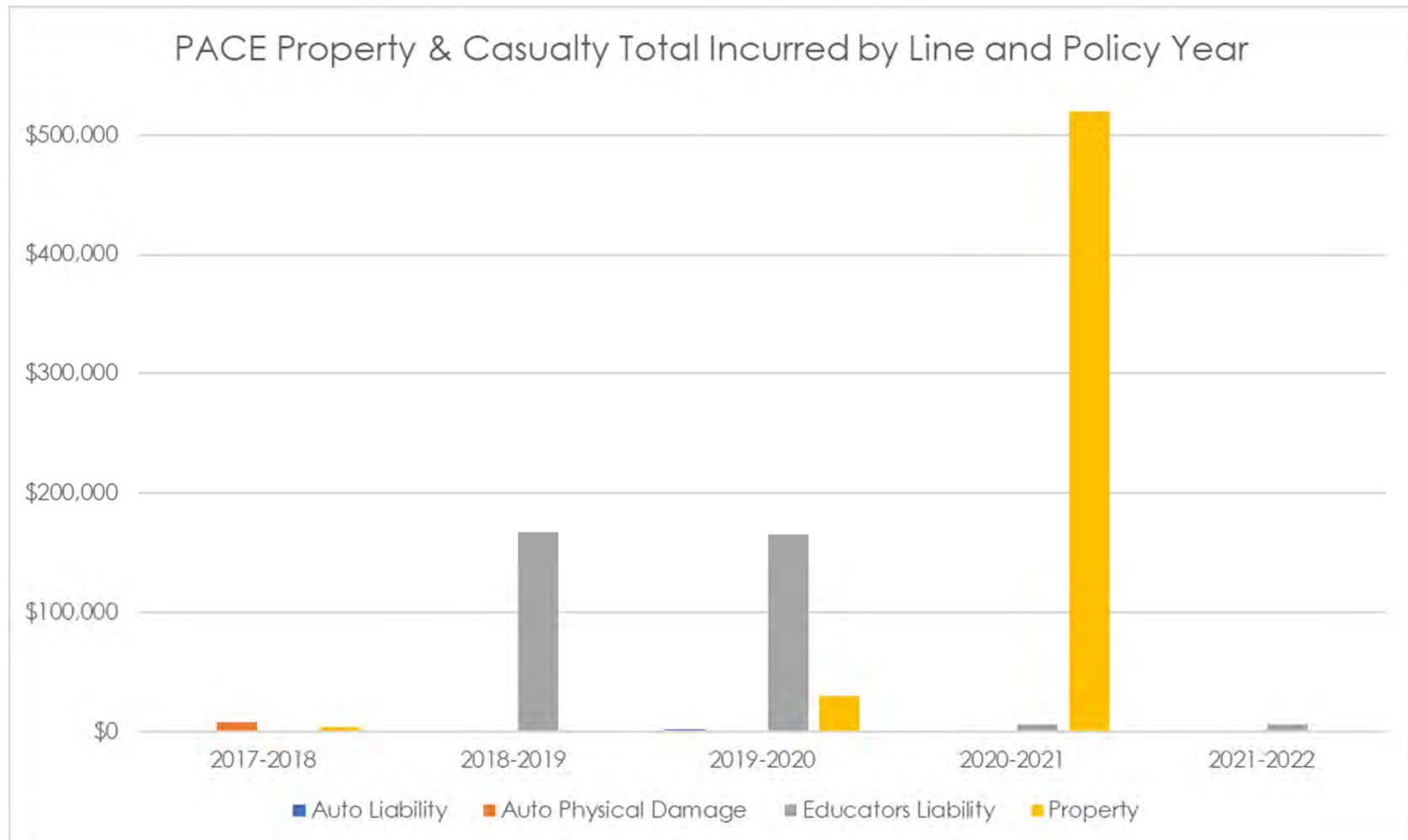
PACE Historical Premium

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	\$ 630,871	\$ 69,799	12.44%
2022-2023	\$ 704,499	\$ 73,628	11.67%

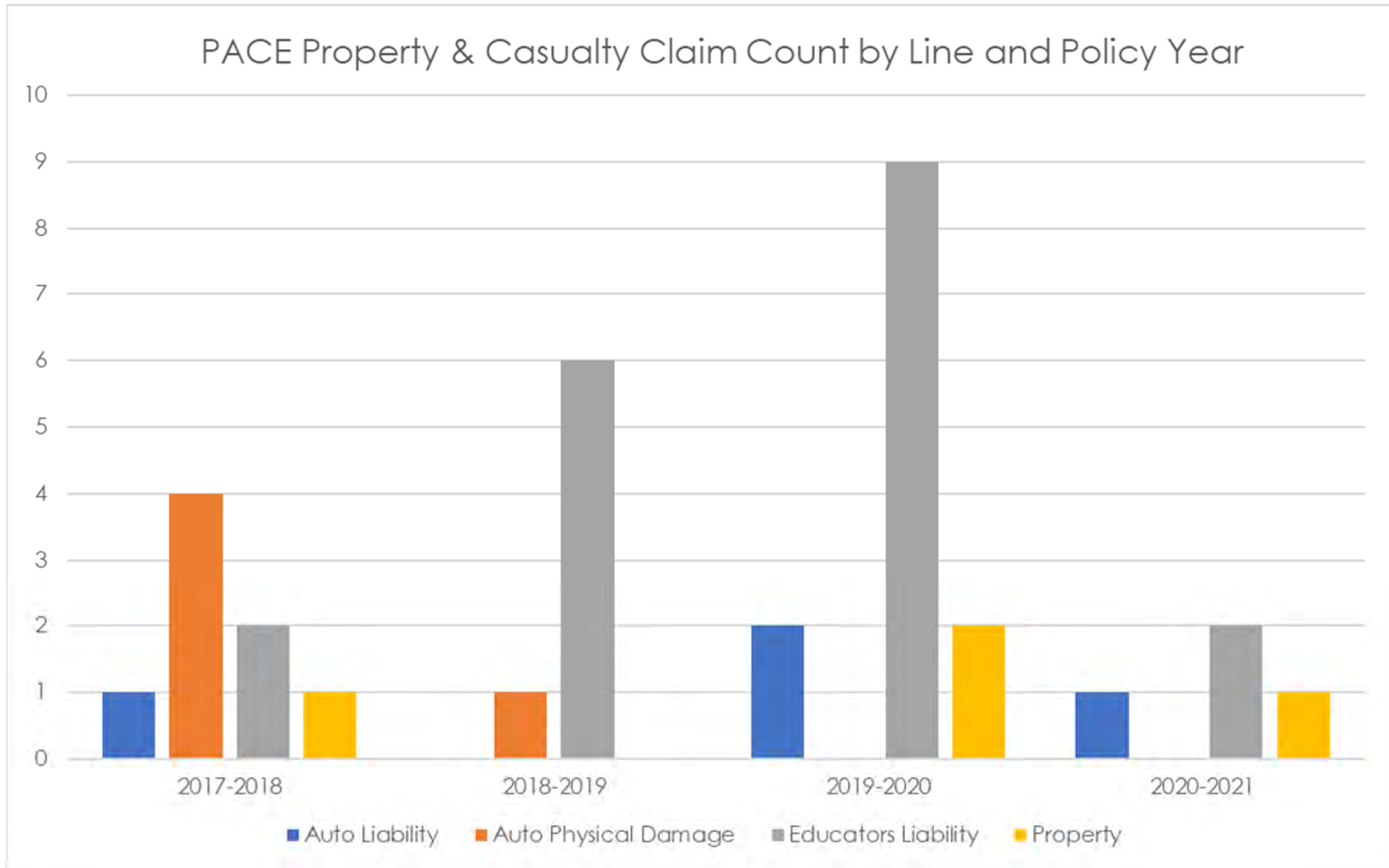
Premium Summary Year over Year

Coverage	Carrier	Expired Term	Current Term
Property	PACE	\$ 289,261	\$ 328,666
Equipment Breakdown		\$ 21,011	\$ 21,828
Educators Liability		\$ 254,820	\$ 289,391
Automobile		\$ 61,100	\$ 59,033
Crime		\$ 5,581	\$ 5,581
Cyber Liability		Included	Included
Violent Acts Coverage		Included	Included
Liquor Liability – on site only	Hudson Specialty	\$ 3,564	\$ 5,434
Excess Cyber Liability	AIG Specialty	\$ 23,334	\$ 34,674
Early Childhood Program & Volunteer Accident	Zurich	\$ 1,000	\$ 1,000
Business Travel Accident (BOE)	Zurich	\$ 1,000	\$ 1,000
International Package	AIG	\$ 2,125	\$ 2,125
Special Risk – Kidnap & Ransom	AIG	\$ 6,616	\$ 6,616
Intercollegiate Basic Accident Medical	Crum & Forster	\$ 16,000	\$ 16,000
Intercollegiate Catastrophic Accident	Part of Consortium	\$ 4,427	\$ 4,417
Workers Compensation - Oregon	SAIF	\$ 139,584	\$ 131,241
Workers Compensation - All Other States	SAIF/Zurich	\$ 229	\$ 304
TOTAL ESTIMATED ANNUAL PREMIUM		\$ 829,652	\$ 907,311
Liquor Liability – off site only (effective 12/9/2021 - 2022)	Hudson Specialty	\$ 552	pending

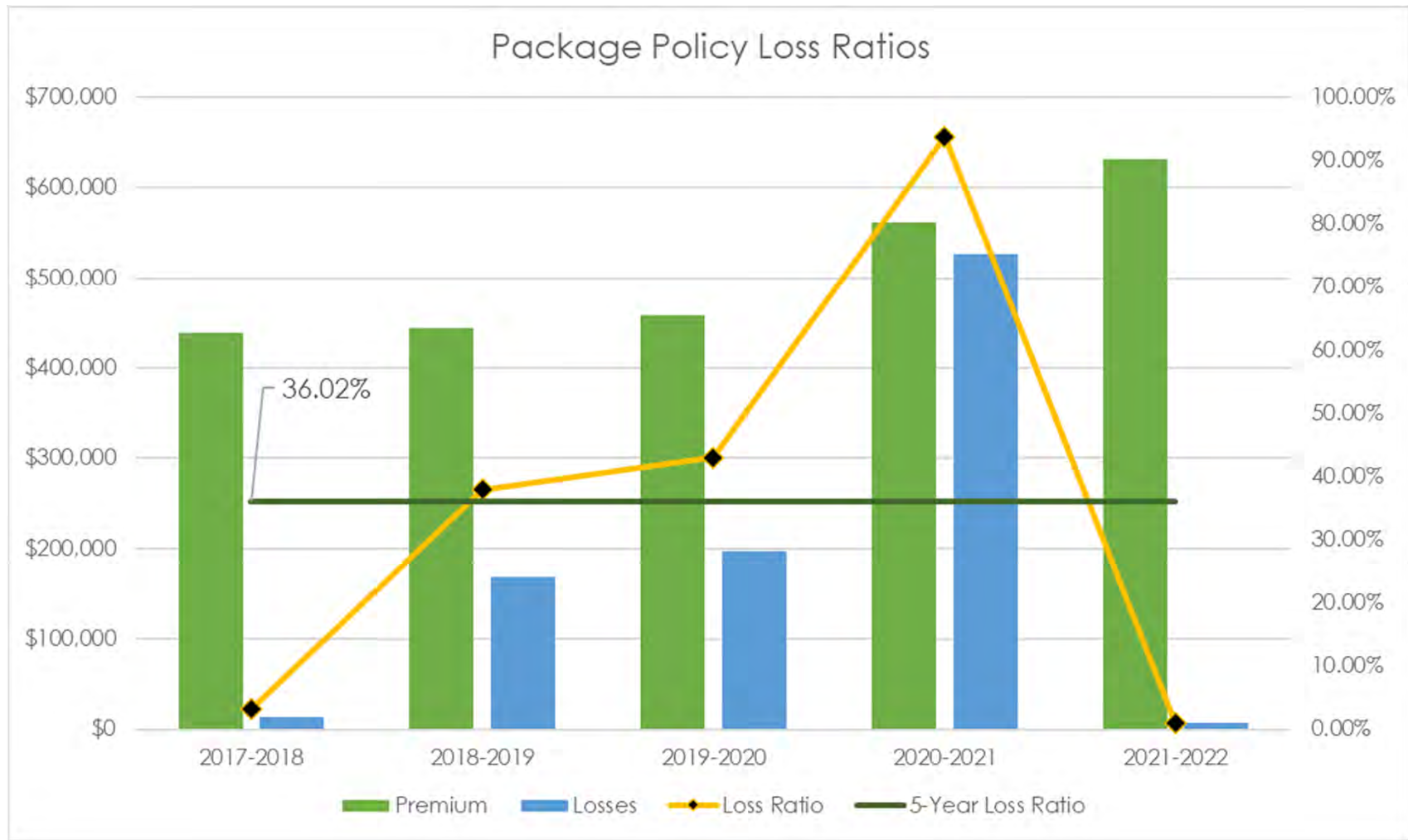
PACE Property & Casualty Claims Review Total Paid



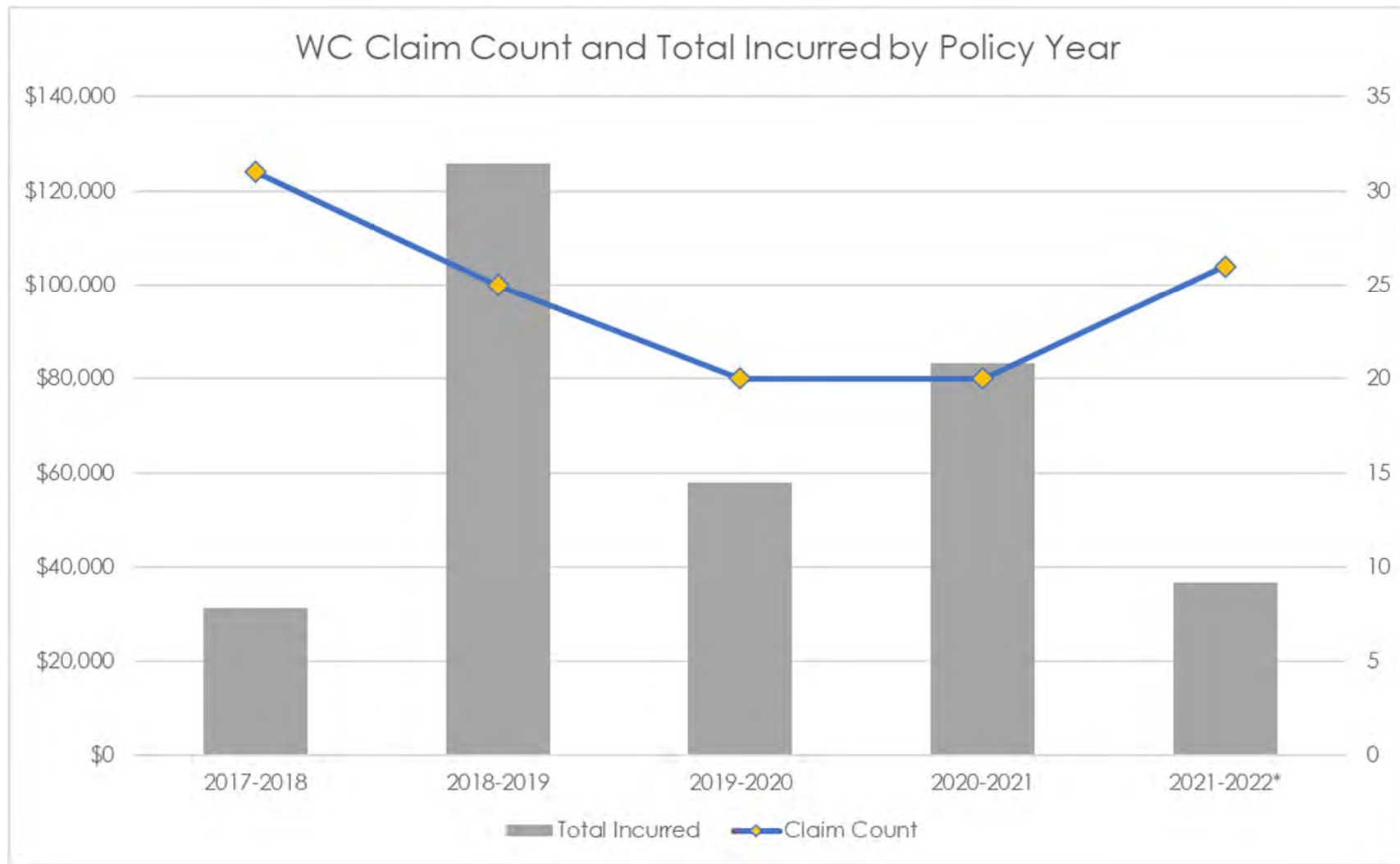
Property & Casualty Claims Review Total Count



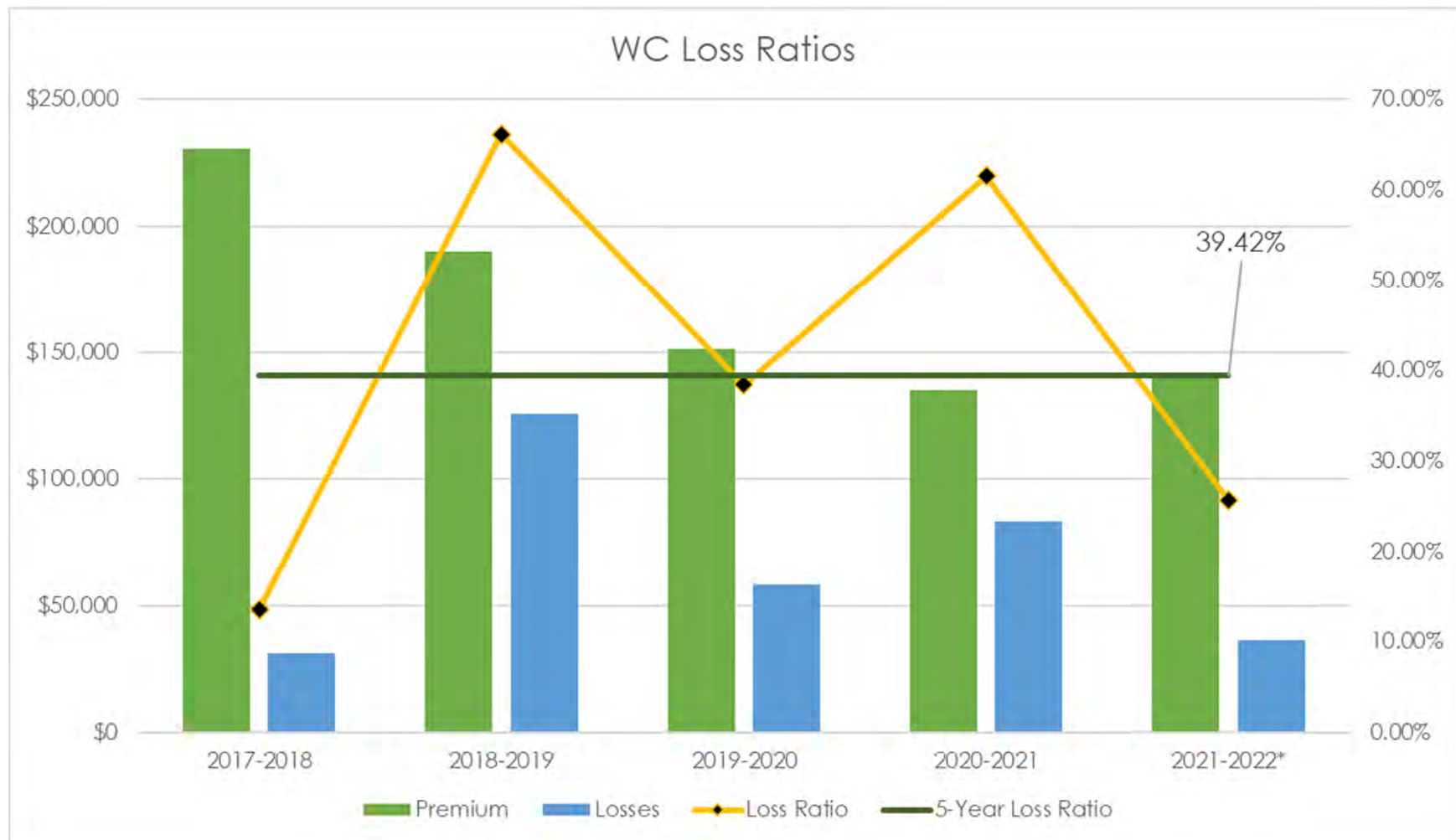
Package Policy Loss Ratios



Workers' Compensation Claim Count and Total Incurred by Policy Year



Workers' Compensation Loss Ratios



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 2022 - 2023

- Review insurance program and exposures
- Collaborate with insurers for Risk Management services
- Review claims and analyze trends
- Consider new or emerging insurance products
- Consider different insurance program structures

iSTART Summer Bridge

Chemeketa Community College
Summer 2022



Summer 2022

- July 12 - Sept 1, 2022
- 8 Salem Sessions
- 2 Salem Adult Learners
- 1 YVC
- 1 Woodburn
- 12 sessions total





Program Objectives

1. To help first first-year, first-generation college students develop a sense of belonging through making connections with current students, iSTART peers, and staff.
2. Assist students with making progress with on boarding steps such as admissions, registration, placement assessment, financial aid requirements.
3. Inform students about campus resources and services.



Workshop Topics

1. Team Building
2. Counseling Services
3. Paying for College
4. Study Skills
5. Career Exploration
6. Civil Discourse
7. Campus Tours and Department Tours
8. Chemeketa Technology (MyChemeketa, EAB Navigate)



Chemeketa iSTART Fair



Oregon Community Grant

- Awarded \$181,574
- Students provided gas cards and participant stipends
- Student meals
- iSTART Fair, family engagement
- Beach trip



iSTART Beach Trip



1. "Chemeketa iSTART helped me feel more prepared to start college in the fall."

4.86

"Chemeketa iSTART helped me feel more prepared to start college in the fall because I feel less stressed now that I am familiar!"

"I think this program is an amazing thing for kids who have no clue what they're doing when it comes to college (like me)."

"It's good that I know the campus and all the areas so now I don't feel uncomfortable."

2. "I met Chemeketa staff who I feel can be supportive as I begin my first year of college."

4.87

"I made a lot of connections with staff throughout my orientation. This has helped me feel more comfortable at Chemeketa and has encouraged me to ask for help from them when needed."

"Got to know quite a few staff members here. I really appreciate the work that they put for the students. I can definitely say iSTART has given me the boost of confidence I needed to become successful in my college career."

"Loved the staff; very welcoming."

3. "I made new friends that I will connect with as I begin my first year of college."

4.32

"Met new people which I enjoyed because I'm a shy person."

"I'm usually a more shy person but I feel like it was easy to open up here."

"There were nice people to talk to."

Thank you!

