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 of light green to dark green.

Regular Meeting

July 25, 2018

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

July 25, 2018

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

I. Workshop **4:30 pm** **Yamhill Valley Campus
Building 1, Room 101–105
288 NE Norton Lane,
McMinnville, OR 97128**

A. Yamhill Valley Campus (YVC) Update 1–2
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

II. A. Executive Session **5:30 pm** **Yamhill Valley Campus
Building 1, Room 106**

Executive Session is called in accordance with ORS 192.660(2) (a) employment;
(b) complaints; (d) negotiations; (e) real property; and (h) legal rights.

B. Administration Updates

III. Regular Session **7 pm** **Yamhill Valley Campus
Building 1, Room 101–105**

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Comments from the Audience

E. Approval of Minutes—Workshop and Regular Board Meeting 3–12
of June 20, 2018

F. Reports

1. Reports from the Associations

a. new name in fall	Associated Students of Chemeketa (ASC)	
b. Justus Ballard	Chemeketa Faculty Association	13
c. Terry Rohse	Chemeketa Classified Employees Association	14
d. Rory Alvarez	Chemeketa Exempt Employees Association	15

2. Reports from the College Board of Education

3. Reports from the Administration

a. Jim Eustrom

G. Information

1. 2018 Fall Kickoff 16–16a
David Hallett, Vice President—Governance and Administration
2. College Policies #1720—Equal Opportunity/Affirmative Action Policy; #1745—Campus Sexual Violence Elimination Act (SaVE); and #7050—College Visitors 17–22
Julie Huckestein, President/Chief Executive Officer
3. Women’s Athletics Cross Country 23–25
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley
4. Women’s Athletics Long Distance Track 26–28
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley
5. Equity Scorecard 29
Julie Huckestein, President/Chief Executive Officer

H. Standard Reports

1. Personnel Report 30–31
David Hallett—Governance and Administration
2. Budget Status Report 32–33
Julie Huckestein, President/Chief Executive Officer
3. Purchasing Report 34
Julie Huckestein, President/Chief Executive Officer
4. Capital Projects Report 35
Julie Huckestein, President/Chief Executive Officer
5. College Advancement Report April 2018–June 2018 36–42
David Hallett, Vice President—Governance and Administration
6. Spring Term Enrollment Report 43–45
David Hallett, Vice President—Governance and Administration
7. Recognition Report 46–47
Julie Huckestein, President/Chief Executive Officer

I. Separate Action

1. Approval of Retirement Resolution [18-19-100] 48–50
No. 18-19-01, Donna R. Northey and
No. 18-19-02, Juliet M. Booth
David Hallett, Vice President—Governance and Administration

J. 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 College Policy #1740—Annual Campus Security Report—Clery Act Julie Huckestein, President/Chief Executive Officer	[18-19-101]	51–52
2. Approval of Cybersecurity Associate of Applied Science Degree Option Jim Eustrom, Vice President—Instruction and Student Services/ Campus President, Yamhill Valley	[18-19-102]	53–54
3. Approval of Grants Awarded April 2018–June 2018 David Hallett, Vice President—Governance and Administration	[18-19-103]	55–56
4. Acceptance of Program Donations April 1, 2018 through June 30, 2018 David Hallett, Vice President—Governance and Administration	[18-19-104]	57–58
5. Approval of Santiam HVAC Improvement Contract Award Julie Huckestein, President/Chief Executive Officer	[18-19-105]	59
K. Appendices		
1. Mission – Vision – Values – Core Themes		60
2. Campus Map		61–62
3. District Map		63
L. Future Agenda Items		
M. Board Operations		
N. Adjournment		

Chemeketa Community College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, protected veteran status, age, gender, gender identity, sexual orientation, pregnancy, whistleblowing, victim of domestic violence, genetic information, or any other status protected by federal, state, or local law in any area, activity or operation of the college. The college also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under federal, state, or local laws.

Under college policies, equal opportunity for employment, admission, and participation in the college's programs, services, and activities will be extended to all persons, and the college will promote equal opportunity and treatment through application of its policies and other college efforts designated for that purpose.

Persons having questions or concerns about Title IX, which includes gender-based discrimination, sexual harassment, sexual violence, interpersonal violence, and stalking, contact the Title IX coordinator at 503.365.4723, 4000 Lancaster Dr. NE, Salem, OR 97305, or <http://go.chemeketa.edu/titleix>. Individuals may also contact the U.S. Department of Education, Office for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.

Equal Employment Opportunity or Affirmative Action should contact the Affirmative Action Officer at 503.399.2537, 4000 Lancaster Dr. NE, Salem, Oregon 97305.

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

YAMHILL VALLEY CAMPUS



**START Chemeketa Community College
4000 Lancaster Dr NE, Salem, OR**

**FINISH Yamhill Valley Campus
288 NE Norton Lane, McMinnville, OR**

Total Distance: 27.9 miles, Total Time: 47 minutes (approx.)

Start at **4000 LANCASTER DR NE, SALEM**. Turn **L** LEFT on **LANCASTER DR NE**.

Turn **R** RIGHT on **SILVERTON RD NE**. Past the railroad tracks, **SILVERTON RD NE** turns slightly **L** LEFT & becomes **FAIRGROUNDS RD NE**. Stay on **FAIRGROUNDS RD NE** and move

to the **RIGHT** lane. **FAIRGROUNDS RD NE** turns slightly **R** RIGHT. Follow this for approximately three blocks and then the road turns slightly **R** RIGHT and becomes **HOOD ST NE**.

Turn **L** LEFT onto **BROADWAY ST**.

Turn **R** RIGHT onto **LIBERTY ST NE**.

Turn **R** RIGHT on **DIVISION ST NE** and move to the **LEFT** lane.

Turn **L** LEFT on **COMMERCIAL ST**; immediately move to the **RIGHT** lanes.

Turn **R** RIGHT on **MARION ST BRG (OR-22 W)** and move to the **RIGHT** lane.

Use the right two lanes to take the **EDGEWATER ST/WALLACE RD/OR-221** exit toward West Salem/Dayton. Keep **RIGHT** at the fork, follow signs for **OR-221/WALLACE RD/WEST SALEM**.

Continue out through West Salem, then turn **L** LEFT onto **HOPEWELL RD NW**.

Turn **L** LEFT onto **OR-153 W**. Continue on, then turn onto **OR-154 N**.

Turn **L** LEFT onto **SE STRING TOWN RD**. Then take a slight **LEFT** onto **SE CRUIKSHANK RD**.

Turn **L** LEFT onto **OR-18 W/NE THREE MILE LANE** to **NE NORTON LN** in McMinnville.

YAMHILL VALLEY CAMPUS (YVC) UPDATE

Prepared by

Danielle Hoffman, Director—Transfer, Transition & Student Services, Yamhill Valley
Paul Davis, Director—Career and Technical Education, Yamhill Valley
Holly Nelson, Executive Dean—Academic Progress and Regional Education Services
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

Since the board's last visit in October 2015, the Yamhill Valley Campus (YVC) has made the following changes:

- As of July 1, 2017, the YVC dean moved to an Executive Dean position at the Salem Campus
- Two directors were hired in place of a dean at YVC:
 - Danielle Hoffman, director of Transfer, Transition and Student Services
 - Paul Davis, director for Career and Technical Education
- In fall 2018, YVC began to offer two certificates in Early Childhood Education (ECE) Infant/Toddler Certificate and Preschool Certificate
- A business driven, paid internship model named Chemeketa WORKS, began winter 2018. This internship program was modeled after the award winning McMinnville WORKS internship program.
- Student access to the college lending library in collaboration with Chemeketa's district library services
- YVC advising team has worked to further develop student on-boarding and the overall campus experience from application to graduation by adding additional intentional touchpoints for support and intervention.
- YVC advising team has worked to further develop student on-boarding and overall campus experience from application through graduation as part of the Higher Education Coordinating Commission (HECC) Summer Bridge Grant.

GENERAL & DEVELOPMENTAL EDUCATION

Yamhill Valley Campus continues to offer open access for General Education Development (GED) attainment, English for Speakers of Other Languages (ESOL) classes, and full face-to-face offerings to complete an Associate of Arts Oregon Transfer (AAOT) degree.

CAREER AND TECHNICAL (CTE)

YVC CTE continues to offer Basic Nurse Assisting, Hemodialysis Technician, Hospitality Management, Medical Assisting and Speech Language Pathology Assistant. Pathway courses in Business Technology, Computer Information Systems, and Early Childhood Education are also offered.

An update on the Early Childhood Education and Chemeketa WORKS internship program will be the focus of tonight's CTE updates.

STUDENT SERVICES

YVC continues to offer major student services: advising, counseling, testing, student accessibility services, financial aid, recruitment and retention, career services, tutoring and library services.

Yamhill Valley Campus Staff and Faculty

- Two Exempt staff
- 12 Full-time faculty
- 70–100 Part-time faculty
- Nine Classified staff
- Shared positions with Salem Campus: counselors, full-time faculty, IT, facilities, bookstore
- Community Partnership positions: Juntos

JUNTOS PROGRAM

Chemeketa together with Oregon State University (OSU) engagement and local school district schools served over 60 families through the Juntos program including parents, middle school and high school students, and younger siblings. In all, there were approximately 228 individuals who were in some way, directly or indirectly, served through the workshops at the schools. Each school had approximately 15 families who completed the workshop series.

Minutes
July 25, 2018

APPROVAL OF BOARD MINUTES

Prepared by

Jeannie Odle, Executive Coordinator/Board Secretary
Julie Huckestein, President/Chief Executive Officer

Minutes of the board meeting of June 20, 2018, are submitted for review by the board.

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

Minutes
July 25, 2018

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

June 20, 2018

I. WORKSHOP

Ken Hector, Chair, called the workshop to order at 4:31 pm. The workshop was held at the Salem Campus in the Board Room, Building 2, Room 170.

Members in Attendance: Ed Dodson; Jackie Franke (arrived at 4:33 pm); Ken Hector, Chair; Neva Hutchinson, Vice Chair; Ron Pittman, and Diane Watson. Absent: Betsy Earls.

College Administrators in Attendance: Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; and Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus.

A. Chemeketa Information Technology (IT) Department 2018 Report

Tim Rogers, associate vice president of College Support Services, introduced J.D. Wolfe, director of the Information Technology department. J.D. used PowerPoint slides to share an update on the variety of services IT provides to the college, staff, and students and the challenges in keeping up with technology changes. J.D. reviewed the key areas of focus and the scope of tasks and responsibilities under each category which included technical support, core infrastructure, information security, project management, embedded resources, and Enterprise Resource Planning to support Banner, the college's administrative system.

Tim Rogers spoke about disaster recovery and continuity of operations, academic support to the computer labs, electronic classrooms, and student areas, and support provided for the college's website.

J.D. briefly reviewed the current projects—the major one being implementation of the Banner 9 upgrade. He also shared reorganization of IT to shift the focus on being more customer oriented; to provide specialized support to departments such as financial aid, facilities, human resources; to allow technicians to problem solve issues on the spot; and enhance information security and system integration,

The workshop ended at 5:25 pm, and a recess was taken.

II. A. EXECUTIVE SESSION

Executive Session was called to order at 5:38 pm in the board dining room on the Salem Campus, Building 2, Room 172. Executive Session was held in accordance with ORS 192.660(2)(i) president/chief executive officer evaluation.

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

Minutes
July 25, 2018

Meeting Minutes
Chemeketa Board of Education
June 20, 2018
Page 2

College Administrators in Attendance: Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus.
Guest: Miriam Scharer, Associate Vice President, CSSD-Financial Management.

Executive Session ended at 5:41 pm.

II. B. ADMINISTRATION UPDATES

Open session reconvened at 5:42 pm. Updates were shared or discussed with the board on the September 5 board work session; the November 21 board meeting time change due to the Thanksgiving holiday the next day; ACCT meals; transitions; board calendar preview, pre-work for summer OCCA board training on June 25; diesel program; diversity and equity officer position; Hill Street; Public Relations/Marketing; building inspection program follow-up; women's cross country/long distance track proposal; and board agenda preview.

A recess was taken at 6:35 pm

III. REGULAR SESSION

A. CALL TO ORDER

Ken Hector, Chair, reconvened the board meeting at 7 pm. The meeting was held at the Salem Campus in the Board Room, Building 2, Room 170.

B. PLEDGE OF ALLEGIANCE

Ken Hector led the group in the Pledge of Allegiance.

C. ROLL CALL

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

College Administrators in Attendance: Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; and Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley.

Board Representatives in Attendance: Terry Rohse, Chemeketa Classified Association; and Allison Stewart Hull, Chemeketa Exempt Association.

D. REORGANIZATION OF THE COLLEGE BOARD OF EDUCATION

Ken Hector reported election of officers has normally been done at the July board meeting; however, the board agreed to move it up a month since the effective date is July 1–June 30, and the July board meeting is July 25.

Ron Pittman nominated Neva Hutchinson for board chair for 2018–2019; the motion was seconded by Diane Watson.

Minutes
July 25, 2018

Meeting Minutes
Chemeketa Board of Education
June 20, 2018
Page 3

The motion CARRIED unanimously, and Neva Hutchinson was declared board chair for 2018–2019, effective July 1, 2018.

Jackie Franke nominated Diane Watson as board vice chair for 2018–2019; the motion was seconded by Ron Pittman.

The motion CARRIED unanimously, and Diane Watson was declared board vice chair for 2018–2019, effective July 1, 2018.

E. COMMENTS FROM THE AUDIENCE

None were heard.

F. APPROVAL OF MINUTES

Ed Dodson moved and Neva Hutchinson seconded a motion to approve the minutes of May 16, 2018.

The motion CARRIED.

G. REPORTS

Reports from the Associations

No reports from the Associated Students of Chemeketa (ASC) or the Chemeketa Faculty Association.

Terry Rohse reported elections for classified officers were held with the following results: Mary Schroeder, External Vice President; Nancy Espinosa, Treasurer; Irma Guzman, Committee Recruitment and Member representative; Trina Butler, Membership Activities; Kyle Anderson, Union Steward; and Terry Rohse, President. At-Large members are: Aaron Padilla, Octavian Dum; Gail Williams Pickett, Chris Cooper, and Aaron King. Terry acknowledged Mary Schroeder and Aaron King who were in the audience. Terry thanked departing board members Bonnie Perry, Denise Thompson, and Larry Indra.

Terry was pleased to announce that the Classified Association overwhelming voted in favor of ratifying the salary schedule (97.5 percent). It was, again, a pleasure to work with the administrative negotiation team.

New classified members are Susana Garcia, Academic Development; Tanya Melodyn, Business Services; Jake Baker, Human Resources; and Amelia Yzaguirre, Advising/First Year Programs.

Allison Stewart Hull said the exempt report stands as written. She drew attention to the new officers for next year noting that Rory Alvarez will be president and will be the exempt representative at future board meetings; Adam Mennig, president-elect; Gloria Phipps, treasurer; and Lynn Irvin, secretary. Allison thanked Mike Evans who was in the audience. Mike will be going off as an at-large member.

Minutes
July 25, 2018

Meeting Minutes
Chemeketa Board of Education
June 20, 2018
Page 4

Reports from the College Board of Education

Ed Dodson reported he participated in numerous Chemeketa events and activities. Instead of reading his long list, Ed wanted to thank faculty and staff who were involved with the textbook affordability initiative, the Mock Trial team, Wine Studies barrel tasting, and Aspen nomination. He is especially proud to see examples of student success such as the nursing pass rate, which continues to be above the national average, the engineering bridge competition, robotics, the growing music program, visual communications portfolio show, and the variety of art shows in the Gretchen Schuette Art Gallery. He was also happy to see all the smiles of each graduate at commencement. He thanked the faculty and staff for the hard work and constant support given to students on their educational journey. Ed is honored and proud to be a part of Chemeketa Community College.

Ron Pittman met with Julie for their quarterly lunch and attended graduation.

Jackie Franke attended the Raising the Bar luncheon, a policy review subcommittee meeting, and volunteered at Hammond Elementary School.

Diane Watson attended the Raising the Bar luncheon; barrel tasting event; 25–40 year employee recognition dinner; Keizer Chamber Greeters that met at Chemeketa; a policy review subcommittee meeting; LPN pinning; the law enforcement and college graduations; and served at the student and staff BBQ. Diane is also on the interview committee to select the queen and princess for the Mexican Fiesta. There were nine applicants and Diane shared the process that candidates go through.

Neva Hutchinson attended the same events as Diane, as well as the engineering bridge competition and the Keizer Chamber Governmental Affairs luncheon.

Ken Hector attended a foundation Board meeting; a Woodburn Coordinating Committee luncheon meeting; Keizer Chamber Greeters; Silverton Chamber Forum lunch; and the law enforcement and college graduations. Ken participated in an ACCT Public Policy Committee conference call.

Reports from the Administration

Jim Eustrom addressed the core theme of Access—A broad range of educational and workforce trainings is provided to students in pursuit of their goals. Jim reported last month that a number of summer camps are being offered for high school students. There are 83 high school students signed up for the Salem-Keizer migrant program, 63 in the Adventures in Technology funded by a STEM grant, and all the Summer Bridge sessions funded by the Higher Education Coordinating Commission (HECC) are full.

H. INFORMATION

Annual Evaluation of the President

Board members evaluated Julie Huckestein in eight categories: 1) The Board of Education; Management Competencies of 2) Achieves Results; 3) Communicates Effectively; 4) Facilitates Team Success; 5) Community; 6) Educational Planning and Leadership; 7) Business, Finance and Facilities; and 8) College Personnel. Ken Hector read the public statement on behalf of the

Minutes
July 25, 2018

Meeting Minutes
Chemeketa Board of Education
June 20, 2018
Page 5

board; a copy will be in the official board file. In summary, the board rated Julie's performance as exemplary in her third full year (four including interim) as president of Chemeketa Community College.

Julie thanked the board and everyone in the room, as well as all employees at the college. Julie said the evaluation reflects the work of all members of executive team, faculty and staff.

College Policy #1740, Annual Campus Security Report—Clery Act

Rebecca Hillyer reviewed the minor changes. The policy was reviewed by the President's Advisory Council, and it will be brought back in July for board action.

Cybersecurity Associate of Applied Sciences Degree Option

Jim Eustrom introduced R. Taylor, dean of Business and Technology, Early Childhood Education, and Visual Communications, Mandy Reininger, program chair of Computer Information Systems (CIS), and Don Kraus, CIS instructor. R. Taylor noted the U.S. and the nation are threatened by cyberattacks every day and has become a top priority. Based on the need in the labor market, extensive work by the CIS faculty in developing the program and getting the necessary training and certifications needed to offer the coursework, and a recommendation by the advisory committee and industry leaders, a new two-year Cybersecurity Associate of Science degree was proposed. The program closely follows the existing CIS associate degree program but allows students time to decide whether they want to specialize in cybersecurity and to meet the background check requirements.

Wages for graduates of the program are higher than average and the job market is strong and growing. The program transfers to the applied baccalaureate degree at Western Oregon. Approval of the degree would open the door for a possible transfer option to the Oregon Institute of Technology (OIT) and for Chemeketa to become an NSA Center of Academic Excellence in Cyber Defense. Institutions with this designation receive formal recognition from the U.S. government, as well as opportunities for publicity for their role in securing our nation's information systems. Board approval will be requested in July.

I. STANDARD REPORTS

Personnel Report

David Hallett said the report stands as written. David acknowledged Greg Harris, director of Public Relations, Marketing, and Student Recruitment, who will be leaving for a position at Portland Community College. Greg was thanked for his dedicated service at the college.

Budget Status Report

Miriam Scharer reported this is the last budget status report for this academic year until the final audit report is presented to the board in December. However, a preliminary year-end budget status report will be shared in September. Referring to the Statement of Resources and Expenditures report, the college anticipates that revenue from tuition and fees will be 5–6 percent less than budgeted. However, this will be offset by receiving more state funding and unanticipated revenue from timber tax. On the Budget Status report, the Part-time Faculty line item shows a deficit of \$65,116 due to encumbered spring term contracts and retroactive pay adjustments as a result of the faculty contract; however, the deficit will be covered by the

Minutes
July 25, 2018

Meeting Minutes
Chemeketa Board of Education
June 20, 2018
Page 6

balance of the Personnel category. There were no interest changes in the Status of Investments report.

Miriam noted there is no purchasing report; however, Rory Alvarez will be sharing an Invitation to Bid in the Capital Projects report. Lastly, Miriam drew attention to a contract award in the consent calendar. The college recommends Public Safety patrol services (unarmed) be awarded to Advanced Security, Incorporated, in Salem, for a period not to exceed five years for an estimated amount of \$260,000 contingent upon protests, if any.

Capital Projects Report

Rory Alvarez, director of Facilities and Operations said the report stands as written with one addition. Rory reported an Invitation to Bid will go out for HVAC upgrade at the Santiam Center; this project will be funded by lease revenue.

Chemeketa Cooperative Regional Library Service (CCRLS)

John Goodyear, executive director for CCRLS, shared some additional updates to his written report. All the libraries are involved with starting a summer reading club, and CCRLS staff are working on developing cataloging procedures for a “library of things”, which is a new concept of checking out objects such as ukuleles, popcorn poppers, games, toys, etc. John did a quick demonstration of a new mobile app, CCRLS Mobile. It provides access to the CCRLS catalog and services from a cell phone or tablet including items checked out, fines, e-books (will eventually be able to read e-books on the app), library information, store your barcode, as well as family member barcodes, instead of using library card(s) at check-out, and the ability to link accounts. The app is available for download on iTunes and Google Play.

John also noted that Katherine Schulte of Monmouth was recommended as the Polk County lay representative on the CCRLS Advisory Council. This is an action item on the board’s consent calendar.

Recognition Report

Julie Huckestein acknowledged all the employees (100+) in the written report. Ron Pittman asked if board members could read some of the student essays from the Chemeketa Reads activity. Julie said as soon as permission is received from students, essays will be shared with the board.

J. SEPARATE ACTION

Approval of Presidential Contract

Ken Hector referred to the copy of the draft of the President’s Employment Contract for July 1, 2018–June 30, 2020, in the board folder.

Jackie Franke moved and Ron Pittman seconded a motion to approve the Presidential Contract as presented.

The motion CARRIED.

Minutes
July 25, 2018

Meeting Minutes
Chemeketa Board of Education
June 20, 2018
Page 7

Ken Hector shared that Julie declined to take the full amount that the board recommended, but instead chose a lesser amount in line with the increases of the other bargaining groups. This is a testament to Julie's commitment to the college.

Approval of Resolution No. 17-18-28, Adopting the Budget, Making Appropriations, and Levying Taxes

Rich McDonald referred to the white handout in the board folder entitled Separate Action-2, page 35, Resolution No.17-18-28, Adopting the Budget, Making Appropriations, and Levying Taxes. Rich noted a couple changes in the general fund since April including salary schedule adjustments and moving \$500,000 in the Self-Support fund from Materials and Services to Capital for the new academic programs (Diesel Technology and Anesthesia Technology).

The total general fund budget for 2018–2019 did not change, it remains at \$84,840,000. In order to have spending authority for next year, this resolution needs approval from the board by June 30, 2018. Tax rates will be imposed at the rate of \$0.6259 per \$1,000 of assessed value for operations, \$0.0818 per \$1,000 of assessed value for the Regional Library, and the amount of \$10,130,000 for payment of bonded debt.

Diane Watson moved and Ron Pittman seconded a motion to read the resolution into the record.

The motion CARRIED. Ken Hector read the resolution (Paragraphs 1–3).

Ron Pittman moved and Jackie Franke seconded a motion to approve Resolution No. 17-18-28.

The motion CARRIED.

Rich McDonald drew attention to Action Item No. 6, Approval of Budget Transfer Requests, and Action Item No.7, Approval of Resolution No.17-18-27, Authorizing Interfund Borrowing, on the consent agenda and was available to answer questions. There were no questions.

Approval of Classified and Exempt Salary Schedules for 2018–2019

Miriam Scharer referred to the green sheet in the board folder. Miriam read the two paragraphs under the Classified subheading. In summary, the classified salary schedule reflects a 3.75 percent salary table adjustment and partial equalization between steps; step increments for Steps 1–9 were adjusted to 4.17 percent or maintained at the current percentage, whichever is greater; step increments between Steps 9 and 11 remain at 2 percent; the salary schedule is effective July 1, 2018; and eligible employees will receive step increases as agreed in the contract.

Miriam shared that during the negotiation process, administration brought two proposals—a 4 percent adjustment to all employees and the other was the one shared above, which had the most financial impact on the lower ranges of the salary schedule. The college administration negotiations team was pleased that the classified team chose that option and that the classified

Minutes
July 25, 2018

Meeting Minutes
Chemeketa Board of Education
June 20, 2018
Page 8

association members voted overwhelming to ratify the change. Julie Huckestein also expressed her thanks and appreciation for the character of the classified team and how they look at their employees as a group.

For the exempt employees, the revised salary table reflects a 3.75 percent increase to Ranges B2–D5 to align with classified salary schedule; for Ranges E1, E2 and F1, a 2 percent increase is reflected in the salary schedule; the salary schedule is effective July 1, 2018; and eligible employees will receive step increases.

Board action is requested on the following:

1. Ratification of the changes to the Classified Employee Association Collective Bargaining Agreement, Article 24
2. Approval of the Classified Salary Schedule, effective July 1, 2018
3. Approval of the Exempt Salary Schedule, effective July 1, 2018

Neva Hutchinson moved and Jackie Franke seconded a motion to approve the three items described above.

The motion CARRIED.

Approval of Resolution No. 17-18-29, Sheila A. McCartney

Neva Hutchinson read the retirement resolution for Sheila A. McCartney.

Ed Dodson moved and Neva Hutchinson seconded a motion to approve Retirement Resolution No. 17-18-29.

The motion CARRIED

J. ACTION

Diane Watson moved and Ron Pittman seconded a motion to approve consent calendar items No. 1–9:

1. Approval of College Policies #1730, Grants—Special, State, and Federal Programs; #6610, College Bookstore; #7210, College-Support Organizations [17-18-160]
2. Approval of College Policies #4020, Academic Calendar; #4075, Credit Hour Policy; and #4090, ~~Charter School Sponsorship Language~~ (delete policy) [17-18-161]
3. Approval of the Suspension of Networking Technology Essentials Certificate of Completion [17-18-162]
4. Approval of Faculty; Hourly, Part-time/Temporary; Part-time (Adjunct) Faculty Bargaining; and Part-time (Adjunct) Non-Bargaining Non-Credit Faculty Salary Schedules for 2018–2019 [17-18-163]
5. Approval of Building Inspector Certificate [17-18-164]
6. Approval of Budget Transfer Requests [17-18-165]
7. Approval of Resolution No. 17-18-27 Authorizing Interfund Borrowing [17-18-166]
8. Approval of Lay Representative for the Chemeketa Cooperative Regional Library Services (CCRLS) Council [17-18-167]
9. Approval of Public Safety Patrol Services (Unarmed) Contract Award [17-18-168]

Minutes
July 25, 2018

Meeting Minutes
Chemeketa Board of Education
June 20, 2018
Page 9

The motion CARRIED.

K. APPENDICES

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

L. FUTURE AGENDA ITEMS

None were heard.

M. BOARD OPERATIONS

None were heard.

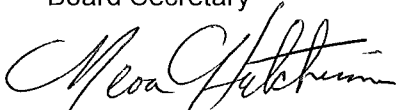
ADJOURNMENT

The meeting adjourned at 7:56 pm.

Respectfully submitted,



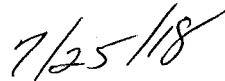
Board Secretary



Board Chair



President/Chief Executive Officer



Date

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Justus Ballard, President—Chemeketa Faculty Association

SUMMER TERM

Back when there were only five television channels, summer time meant that it was time for reruns. Presumably, people were on vacation, or outside enjoying the warm summer evenings, and networks did not see any financial advantage in airing new content.

In the spirit of that long-lost era, please feel free to reread the CFA Board Report from July 2017.

THE SUPREME COURT'S JANUS DECISION

The CFA and the other public employee unions in Oregon and around the country will be parsing out the implications of the Supreme Court's June 27 decision that upended several decades of established precedent.

There will doubtlessly be more news to report about this decision and its consequences in the upcoming academic year.

CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

Terry Rohse, President—Chemeketa Community College Classified Employees Association

Mary Schroeder, External Vice-President—Chemeketa Community College Classified
Employees Association

Gail Williams Pickett, Director of Public Relations—Chemeketa Community College Classified
Employees Association

WELCOME NEW MEMBERS

Fatima Ramirez Valenzuela is new to Enrollment Services but not to the Chemeketa. Fatima, who previously worked in a part-time hourly position, was hired on June 25, as the newest student services assistant.

FALL IS COMING, FALL IS COMING

Planning for the half-day classified retreat on September 11 continues. Classified members of this committee include Terry Rohse, Liberal Arts and Social Sciences; Jason Collmann, Facilities; Mary Schroeder, Library and Student Computer Center; Sheila Brown, Human Resources/Employee Training, and Yesica Navarro, Student Retention and College Life. CCA members were surveyed in June about preferences for training topics.

SO LONG AND FAREWELL RETIREES

Sheila McCartney of Mid-Willamette Education Consortium and Donna Northey of Library Services both retired on June 30, 2018.

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Lynn Irvin, Vice President—Chemeketa Community College Exempt Association
Rory Alvarez, President—Chemeketa Community College Exempt Association

The exempt association board will meet in early fall to discuss board goals, plan agendas and set dates for upcoming meetings during the 2018–2019 year.

The following exempt association members were on the planning and organizing team for the 62nd commencement ceremony: Jim Eustrom, Mike Evans, Manuel Guerra, Jeannie Odle, and Stacey Wells. Exempt helpers and volunteers for commencement included: Nette Abderhalden, James Berndt, Barbara Cowlshaw (retired), Bob Denherder, Melissa Frey, David Hallett, Greg Harris, Lynn Irvin, Teter Kapan, Bill Kohlmeyer, Holly Nelson, Brian Rader, and Eme Smith. Exempt association Alma Mater singers included Barbara Cowlshaw (retired), Julie Huckestein, Lynn Irvin, Susan McCaffrey, and Jeannie Odle.

The association is honored to welcome new exempt employee Keith Russell, Dean of Liberal Arts.

Information-1
July 25, 2018

2018 FALL KICKOFF

Prepared by

David Hallett, Vice President—Governance and Administration

On Tuesday, September 11, the college will be closed for a day dedicated to employee inservice activities for the 2018–2019 academic year. This day will include a morning gathering and program, a hosted lunch, networking opportunities, and in the afternoon, training for exempt employees, a retreat for classified employees, and academic program and discipline meetings for faculty.

DRAFT

Inservice & Kickoff 2018				
* Times and locations subject to change				
9/3/18 MONDAY	9/4/18 TUESDAY	9/5/18 WEDNESDAY	9/6/18 THURSDAY	9/7/18 FRIDAY
Holiday	New Employee Orientation (NEO) 8:00am – 5:00pm Bldg. 6/Rm. 218B	New Employee Orientation (NEO) 8:00am – 5:00pm Bldg. 6/Rm. 218B		New Faculty Orientation CRN 41236 8:30am – 5:00pm Bldg. 9/Rm. 106
9/10/18 MONDAY	9/11/18 TUESDAY	9/12/18 WEDNESDAY	9/13/18 THURSDAY	9/14/18 FRIDAY
Difference, Power, and Responsibility Seminar CRN 41847 8:30am – 5:00pm Bldg. 9/Rm. 106 Program Chair Meeting 11:30am – 1:00pm Bldg. 8/Rm. 215	Breakfast & Networking Served between 7:30am – 9:00am Bldg. 7 Gym Foyer President's Welcome and Looking to the Year Ahead 9:00am – 10:30am Bldg. 7 Gym Wellness & Benefits Fair 10:30am – 12:30pm New Quad Lunch - boxed lunches 11:30am – 12:30pm Bldg 2 Commons Classified Retreat 12:45pm – 4:30pm Bldg. 6 Auditorium Academic Program/ Discipline Meetings 1:00pm – 4:30pm Bldg. 8 & 9 Exempt Training 1:30pm – 4:30pm Student Center 2/179 & Multicultural 2/177 Refreshment Break 3:00pm – 3:30pm Bldg. 6 Outside	CSSD Pancake Breakfast 7:30am – 8:30am Bldg. 2 Cafeteria Open Enrollment Live Presentation 10:30 am – 12:30pm Bldg. 6/Rm. 218B (broadcast to other locations) CFA Lunch Meeting 12:00pm – 1:30pm TBD Tech Fair 1:30pm – 3:30pm Bldg. 9/Rm. 106 Employee Art Show Reception 4:30pm – 5:30pm Bldg 3. Gretchen Schuette Art Gallery ISS Roadshow • Brooks Center 8:30am – 9:45am • Woodburn Center 10:00am – 10:45am • YVC 11:30am – 1:15pm • Polk Center 2:00pm – 2:45pm • CCBI 3:15pm – 4:00pm	Faculty Retreat 9:00am – 1:00pm Salem Red Lion 3rd Year Faculty Rite of Passage 1:00pm – 2:00pm Salem Red Lion	Outreach Inservice Day 8:00am – 5:00pm YVC, Polk, Brooks, Woodburn Salem Campus Progressive Open House 8:00am – 10:00am Bldg. 2
9/17/18 MONDAY	9/18/18 TUESDAY	9/19/18 WEDNESDAY	9/20/18 THURSDAY	9/21/18 FRIDAY
Academic Program Day Locations and times vary by Program/ Discipline	Academic Program Day Locations and times vary by Program/ Discipline	Academic Program Day Locations and times vary by Program/ Discipline	Staff Team Bowling Event 6:00pm-8:00pm Northgate Bowl	New Student Orientation 8:30am – 5:00pm Bldg. 9/Rm. 106

COLLEGE POLICIES
#1720—EQUAL OPPORTUNITY/AFFIRMATIVE ACTION;
#1745—CAMPUS SEXUAL VIOLENCE ELIMINATION ACT (SaVE);
AND #7050—COLLEGE VISITORS

Prepared by

Rebecca Hillyer, General Counsel
Julie Huckestein, President/Chief Executive Officer

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION—POLICY #1720

This policy was last reviewed by the board in September 2015. This is one of Chemeketa's longer policies and there are a number of edits. While no additional protected classes were added, some minor additions and editing were completed to align the bulleted columns, as well as editing the reference footnotes to link to another college policy. On the top of the second page, a reference to Human Resources and a comma in the second sentence were added, and the last sentence was rewritten for easier reading. Under the Sanctions section, the word law with a comma was added. Lastly, the entire Retaliation section was revised to be consistent with other policy retaliation sections.

CAMPUS SEXUAL VIOLENCE ELIMINATION ACT (SaVE)—POLICY #1745

This policy was adopted by the board in December 2016 and is being reviewed for the first time. The last paragraph of the policy was replaced with the same retaliation language as policy #1720 to maintain consistency.

COLLEGE VISITORS—POLICY #7050

This policy was last reviewed by the board in June 2015. This policy was completely re-written to better define who is a visitor, since there are a number of people on college property who work for partner agencies or contractors.

The proposed changes are underlined and the former language has been stricken with lines through the text. The President's Advisory Council has reviewed the attached policies and recommends them for adoption by the College Board of Education at the September board meeting.

Board of Education Series—1000

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION POLICY

Chemeketa Community College is committed to maintaining an educational and workplace environment where everyone can achieve their full potential without being impeded by unlawful discrimination.

Discrimination in both employment and academic context is prohibited when based on any of the following protected classes:

- Race¹
- Color¹
- Religion¹
- Sex (see ~~Sexual Harassment, Discrimination and Misconduct Policy #1751~~)^{1 and 2}
- Disability³
- Age⁴
- Ethnic origin⁵
- National origin¹
- Sexual orientation⁶
- Gender identity⁶
- Family relationship⁷
- Marital ~~S~~status⁶
- Pregnancy and related conditions⁸
- Citizenship status⁹
- Protected ~~V~~veterans status¹⁰
- Tobacco usage during non-working hours¹¹
- Whistle blowing¹²
- Victim of domestic violence¹³
- Genetic information¹⁴

The college shall establish an annual ~~utilization~~ goal for employment of protected veterans based on our district's population of protected veterans. Outreach and recruitment efforts shall be established to reach this goal.¹⁵

¹ The Civil Rights Act of 1964—title VII and ORS 659A.006; Title IX and Sexual Harassment, Discrimination and Misconduct Policy #1751

² Equal Pay Act of 1963 and ORS 659A.029 and Sexual Harassment, Discrimination and Misconduct Policy #1751

³ The Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Americans with Disabilities Act Amendment of 2008 and ORS 659A.112

⁴ Age Discrimination in Employment Act of 1967, Older Workers Benefit Act of 1990 and ORS 659A.030

⁵ The Civil Rights Act of 1964 §1981, 1983

⁶ ORS 659A.006 and Sexual Harassment, Discrimination and Misconduct Policy #1751

⁷ The Civil Rights Act of 1964 §1981, 1983 and ORS 659A.309

⁸ Pregnancy Discrimination Act of 1978 and ORS 659A.029

⁹ Immigration Reform and Control Act of 1986

¹⁰ The Veterans Reemployment Act of 1974, the Uniform service Employment and Reemployment Rights Act of 1994

¹¹ ORS 659A.315

¹² ORS 659A.199

¹³ ORS 659A.270 et al. and Sexual Harassment, Discrimination and Misconduct Policy #1751

¹⁴ ORS 659A.300/Genetic Information Non Discrimination Act of 2008 (GINA) (Sec. 202)

¹⁵ 41 CFR 60-300 et al. and Chemeketa Equal Opportunity/Affirmative Action Plan 20142015, pg. 17-19

Board of Education Series—1000

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION POLICY (continued)

The college shall designate at least one Section 504 coordinator³ in Human Resources and establish an annual 7% (statutory every 5 years) ~~utilization~~ goal for employment of disabled individuals. If the college does not reach this goal, it must identify problem areas and develop action-oriented programs to address the under representation of disabled individuals. ~~The college shall enter into the interactive process for individuals who self-disclose disabilities to determine what, if any, accommodations are necessary.~~ For individuals who self-disclose disabilities, the college shall enter into an interactive process to determine what, if any, accommodations are necessary.¹⁶

The college shall develop, implement, and promote to both students and employees a complaint procedure for individuals who believe they have been discriminated against.

The college shall maintain a Chemeketa Community College Board of Education approved Equal Opportunity/Affirmative Action Plan and the Section 504 coordinator(s)³ shall report annually to the College Board of Education on the progress of the plan at reaching its goals.

Sanctions

Any employee engaging in behavior prohibited by this policy is subject to discipline, up to and including, termination, subject to any association contract, state law, or federal law.

Any student engaging in behavior prohibited by this policy is subject to the disciplinary processes as set forth in Chemeketa's Students' Rights and Responsibilities handbook.

Any vendor engaging in behavior prohibited by this policy may have their contract cancelled, within the terms and conditions of their contract.

Any member of the general public engaging in behavior prohibited by this policy may be trespassed from campus.

Retaliation

~~It is critical that everyone feel free to come forward with complaints or concerns regarding inappropriate conduct. Retaliation against any person for making a complaint or for providing information concerning a complaint is prohibited. Any acts of retaliation may result in a sanction as outlined in the sanction portion of this policy.~~

Chemeketa prohibits retaliation against an individual or group of individuals involved in

- Filing a complaint or report under this policy
- Filing an external complaint

¹⁶ 41 CFR 60-741 and Chemeketa Equal Opportunity/Affirmative Action Plan ~~2014~~2015, pg 15

Board of Education Series—1000

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION POLICY (continued)

- Participating in a disciplinary process
- Opposing in a reasonable manner an action believed to constitute a violation of this policy

Retaliation can take many forms, including, but not limited to, verbal or physical abuse, threats of violence, and/or intimidation. Actions are considered retaliatory when they have a materially adverse effect on the working, academic, or college-controlled living environment of an individual, or that hinder the individual from effectively carrying out their college responsibilities. Individuals engaging in retaliatory acts are subject to discipline as described in this policy.

June 26, 1991

Adopted Board of Education

March 16, 1994;

September 16, 2015

Revised

College Board of Education Series—1000

CAMPUS SEXUAL VIOLENCE ELIMINATION ACT (SaVE)

Chemeketa Community College shall develop ongoing sexual violence prevention and awareness programs for incoming students and new employees in compliance with the Campus Sexual Violence Elimination Act through (SaVE)¹.

Additionally, Chemeketa Community College shall make available written procedures used by the college in cases of sexual violence complaints. Any student or employee who reports being a victim of sexual violence shall receive from the college a written explanation of their rights and options, including any available protective measures and college/community resources.

The college has adopted policies and procedures² to prevent and respond to incidents of sexual assault, domestic violence, dating violence, and stalking. Such conduct is not tolerated, and anyone found to have participated in any of these behaviors will be subject to disciplinary action according to Chemeketa's policy.

Chemeketa ~~also~~ prohibits retaliation against an individual or group of individuals involved in:

- Filing a complaint or report under this policy
- Filing an external complaint
- Participating in a disciplinary process
- Opposing in a reasonable manner an action believed to constitute a violation of this policy

~~Retaliation can take many forms, including abuse or violence, threats, and intimidation. Actions in response to a good faith report are considered retaliatory if they have a materially adverse effect on the working, academic, or college-controlled environment of an individual, or if they hinder or prevent the individual from effectively carrying out their college responsibilities.~~

Retaliation can take many forms, including, but not limited to, verbal or physical abuse, threats of violence, and/or intimidation. Actions are considered retaliatory when they have a materially adverse effect on the working, academic, or college-controlled living environment of an individual, or that hinder the individual from effectively carrying out their college responsibilities. Individuals engaging in retaliatory acts are subject to discipline as described in this policy.

December 20, 2016

Adopted College Board of Education

Revised College Board of Education

¹ Violence Against Women Reauthorization Act of 2013

² See policies/procedures 1750, 1751 and 1753.

College Relations Series—7000

COLLEGE VISITORS

~~Persons not enrolled as students or employed by Chemeketa Community College are welcome to visit college facilities as long as their presence does not interfere with the orderly operation of the college. Visitors must comply with college policies and procedures while on college owned and/or controlled property.~~

Members of the general public who are not students or employees of Chemeketa Community College or one of its partner agencies may visit college facilities as long as their presence does not interfere with college operations or activities. Visitors must comply with college policies and procedures while on college-controlled property.

July 17, 1985

Adopted College Board of Education

September 20, 2006; November 16, 2011;

June 17, 2015

Revised College Board of Education

WOMEN'S ATHLETICS CROSS COUNTRY

Prepared by

David Abderhalden, Athletic Coordinator
Cassie Belmodis, Dean—Health, Human Performance and Athletics
Don Brase, Executive Dean—General Education and Transfer Studies
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

In the fall of 2014, the college established a committee to conduct a self-assessment of the college's compliance with Title IX in athletics. The self-assessment identified two main areas of focus:

1. Comparable facilities, and equal access to all athletic related resources: Construction of a new softball field on campus has addressed these items.
2. Opportunities for female student-athletes (SAs): The college was providing close to equal female to male participation opportunities; however, to meet Title IX compliance the rate of athletics participants must represent the same rates of full-time enrollment for women and men (54 percent and 46 percent, respectively).

The committee estimates the cost for a women's cross country team to be \$17,600 per year, with an additional \$19,575 in tuition waivers. An audit of the current tuition waivers used throughout the college has indicated a consistent surplus of waivers. Through the re-distribution of currently budgeted but unused tuition waivers, the \$19,575 would not be an additional expense to the college.

It is estimated that the women's cross country team would generate direct revenue in the amount of \$68,665. The team also has the potential to generate an additional \$38,475 to \$115,465, as additional students are expected to attend Chemeketa with the new student-athletes.

Student-athletes are part of a closely monitored cohort that provides a support system that values completion, competition, and community. Over the last three years, Chemeketa student-athletes have attempted 14,891 credits with a 90 percent completion rate. Student-athletes have also achieved a high rate of four-year transfer (67 percent), as compared to the college as a whole (31.8 percent, fall 2012 cohort of first-time, degree- or certificate-seeking students), as well as high progression and retention rates (87 percent and 62 percent, respectively).

Adding a women's cross country team aids in meeting Title IX requirements, while also having a positive impact on the fiscal health of the institution and the institution's retention, progression and completion rates.

The Chemeketa Board of Education will be asked to approve the addition of women's cross country for the fall 2019 season at the September board meeting.

**WOMEN'S ATHLETICS CROSS COUNTRY
Cost Estimates and Benefits**

Expenditures

Budget calculations below are reflective of the current athletics budget for seven programs.

Item	Budget
Head Coach Salary	\$5,000
Assistant Coach Salary	\$2,000
Uniforms	\$2,500
Equipment	\$2,500
Operating Cost (travel, lodging, entry fees, etc.)	\$5,000
Recruiting	\$600
Budget Sub-total	\$17,600
Tuition Waivers (5 SAs x 15 credits per waiver)	\$19,575
Budget Total	\$37,175

Revenue

The revenue calculations below are based on the addition of ten new student-athletes (SAs). Credit calculations are based on each student-athlete attempting 15 credits each term. All student-athletes must pay all of their own fees regardless of tuition waiver status as per the Northwest Athletic Conference (NWAC) code.

Item	Formula	Amount
Tuition paid by student-athletes (\$87 per credit)	225 (5 SA's x 45 credits/year) x \$87 =	\$19,575
Universal Fees (\$18 per credit)	450 (10 SAs x 45 credits/year) x \$18 =	\$8,100
Class Fees	\$50 x 10 SAs x 3 terms =	\$1,500
Book Fees	90 (estimated # of classes) x \$100 =	\$9,000
Other (parking permits, food, etc.)	Estimated \$120 per year x 10 SAs =	\$1,200
State FTE Reimbursement	\$2,929 x 10 SAs =	\$29,290
Total Direct Revenue		\$68,665
Expenditures		\$37,175
Net Revenue		\$31,490

Potential Additional Revenue

Studies from the NCAA and the NWAC show that an athlete brings an additional 1.5 students with them to attend college. The chart below reflects the potential revenue of 1.5 additional students, as well as lower projections of one additional student and .5 additional students per student-athlete, using a conservative 12 credits per student, per term.

Item	1.5 students	1 student	.5 students
Tuition paid by students	\$46,980	\$31,320	\$15,660
Universal Fees	\$9,720	\$6,480	\$3,240
Class Fees	\$2,250	\$1,500	\$750
Book Fees	\$10,800	\$7,200	\$3,600
Other	\$1,780	\$1,200	\$580
State FTE Reimbursement	\$43,935	\$29,290	\$14,645
Total Revenue	\$115,465	\$76,990	\$38,475

**WOMEN'S ATHLETICS CROSS COUNTRY
Proposed Schedule and Other College Teams**

Fall 2019 Proposed Schedule

September 2019

- Ash Creek—Western Oregon University
- NWAC Preview—St. Martin's University
- Charles Bowles Invitational—Willamette University

October 2019

- Wes Cook Invitational—George Fox University
- NWAC Southern Region Championships – TBD

November 2019

- NWAC Championships—St. Martin's University

Other College Teams

- NWAC Southern Region Teams: Umpqua Community College, Southwestern Oregon Community College, Rogue Community College, Lane Community College, Mt. Hood Community College, Clackamas Community College, Clark College
- Other NWAC Teams: Treasure Valley Community College, Everett Community College, Green River College, Olympic College, Spokane Community College
- Four-Year University Teams: Corban University, Willamette University, Linfield College, George Fox University, Western Oregon University, Pacific University, Lewis & Clark College, Northwest Christian University

WOMEN'S ATHLETICS LONG DISTANCE TRACK

Prepared by

David Abderhalden, Athletic Coordinator
Cassie Belmodis, Dean—Health, Human Performance and Athletics
Don Brase, Executive Dean—General Education and Transfer Studies
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

In the fall of 2014, the college established a committee to conduct a self-assessment of the college's compliance with Title IX in athletics. The self-assessment identified two main areas of focus

1. Comparable facilities and equal access to all athletic related resources: Construction of a new softball field on campus has addressed these items.
2. Opportunities for female student-athletes (SAs): The college was providing close to equal female to male participation opportunities; however, to meet Title IX compliance the rate of athletics participants must represent the same rates of full-time enrollment for women and men (54 percent and 46 percent, respectively).

The committee estimates the cost for a women's long distance track team to be \$18,100 per year.

It is estimated that the women's long distance track team would generate direct revenue in the amount of \$44,120. The team also has the potential to generate an additional \$23,077 to \$53,873, as additional students are expected to attend Chemeketa with the new student-athletes.

Student-athletes are part of a closely monitored cohort that provides a support system that values completion, competition, and community. Over the last three years, Chemeketa student-athletes have attempted 14,891 credits with a 90 percent completion rate. Student-athletes have also achieved a high rate of four-year transfer (67 percent), as compared to the college as a whole (31.8 percent, fall 2012 cohort of first-time, degree- or certificate-seeking students), as well as high progression and retention rates (87 percent and 62 percent, respectively).

Adding a women's long distance track team aids in meeting Title IX requirements, while also having a positive impact on the fiscal health of the institution and the institution's retention, progression and completion rates.

The Chemeketa Board of Education will be asked to approve the addition of women's long distance track for the spring 2020 season at the September board meeting.

**WOMEN'S ATHLETICS LONG DISTANCE TRACK
Cost Estimates and Benefits**

Expenditures

Budget calculations below are reflective of the current athletics budget for seven programs.

Item	Budget
Head Coach Salary	\$5,000
Assistant Coach Salary	\$2,000
Uniforms	\$2,500
Equipment	\$2,500
Operating Cost (travel, lodging, entry fees, etc.)	\$5,500
Recruiting	\$600
Budget Sub-total	\$18,100
Tuition Waivers	n/a
Budget Total	\$18,100

Revenue

The revenue calculations below are based on the addition of five new student-athletes (SAs). Credit calculations are based on each student-athlete attempting 15 credits each term. All student-athletes must pay all of their own fees regardless of tuition waiver status as per the Northwest Athletic Conference (NWAC) code.

Item	Formula	Amount
Tuition paid by student-athletes (\$87 per credit)	225 (5 SAs x 45 credits/year) x \$87 =	\$19,575
Universal Fees (\$18 per credit)	225 (5 SAs x 45 credits/year) x \$18 =	\$4,050
Class Fees	\$50 x 5 SAs x 3 terms =	\$750
Book Fees	45 (estimated # of classes) x \$100 =	\$4,500
Other (parking permits, food, etc.)	Estimated \$120/year x 5 SAs =	\$600
State FTE Reimbursement	\$2,929 x 5 SAs =	\$14,645
Total Direct Revenue		\$44,120
Expenditures		\$18,100
Net Revenue		\$26,020

Potential Additional Revenue

Studies from the NCAA and the NWAC show an athlete brings 1.5 students with them to attend college. The chart below reflects the potential revenue of 1.5 additional students, as well as lower projections of one additional student and .5 additional students per student-athlete, using a conservative 12 credits per student, per term.

Item	1.5 students	1 student	.5 students
Tuition paid by students	\$21,924	\$15,660	\$9,396
Universal Fees	\$4,536	\$3,240	\$1,944
Class Fees	\$1,050	\$750	\$450
Book Fees	\$5,040	\$3,600	\$2,160
Other	\$820	\$580	\$340
State FTE Reimbursement	\$20,503	\$14,645	\$8,787
Total Revenue	\$53,873	\$38,475	\$23,077

**WOMEN'S ATHLETICS LONG DISTANCE TRACK
Proposed Schedule and Other College Teams**

Spring 2020 Proposed Schedule

March 2020

- Pacific Preview—Pacific University
- Rich Allen Classic—George Fox University
- Willamette Invite—Willamette University

April 2020

- John Knight—Western Oregon University
- Cougar Open—Clackamas Community College

May 2020

- Linfield Invite/Oregon Twilight
- Northwest Athletic Conference (NWAC) Southern Region Championships
- NWAC Championships

Other College Teams

- NWAC Southern Region Teams: Umpqua Community College, Southwestern Oregon Community College, Rogue Community College, Lane Community College, Mt. Hood Community College, Clackamas Community College, Clark College
- Other NWAC Teams: Treasure Valley Community College, Everett Community College, Green River College, Olympic College, Spokane Community College
- Four-Year University Teams: Corban University, Willamette University, Linfield College, George Fox University, Western Oregon University, Pacific University, Lewis & Clark College, Northwest Christian University

EQUITY SCORECARD

Prepared by

Alice Sprague, Director—Human Resources
Linda Herrera, Diversity and Equity Officer
Julie Huckestein, President/Chief Executive Officer

Chemeketa's core values and themes are measured by how the college is doing in regards to diversity in academic quality, access, and student success and is part of the college's accreditation process.

The 2017 Equity Scorecard will be presented to the members of the College Board of Education for review.

Equity Scorecard: 2017–2018 Status

Chemeketa provides opportunities for students to explore, learn, and succeed through quality educational experiences and workforce training.

College Values: Diversity & Equity

Current Status: 0.0

Reviewed By: Diversity Advisory Committee

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, which aims to identify and eliminate barriers that have prevented the full participation of some groups.

Core Theme: Academic Quality

Quality programs, instruction, and support services are provided to students.

Objective E: The college hires a diverse and well-qualified workforce and invests in professional development and training.

Key Performance Indicator: Qualified Workforce

Current Status: 0.0

Measure: Percentage of **Full-Time Faculty** who are Hispanic or other Minority (data is reported by calendar year)*

Intended Outcome:

Ethnicity	2015	2016	2017	2018	2019	2020	2021	Intended Outcome	Current Status
Hispanic	6.5%	6.6%	7%					10.0%	
Other Minority	6.5%	7.4%	7.7%					9.0%	

Measure: Percentage of **Adjunct/Part-Time Faculty** who are Hispanic or other Minority (data is reported by calendar year)*

Intended Outcome:

Ethnicity	2015	2016	2017	2018	2019	2020	2021	Intended Outcome	Current Status
Hispanic	7.9%	9.3%	11.3%					12.0%	
Other Minority	7.1%	7.3%	7.7%					9.0%	

Measure: Percentage of **Classified Employees** who are Hispanic or other Minority (data is reported by calendar year)*

Intended Outcome:

Ethnicity	2015	2016	2017	2018	2019	2020	2021	Intended Outcome	Current Status
Hispanic	17.0%	16.9%	18.5%					20.0%	
Other Minority	6.8%	5.9%	6.8%					8.0%	
Combined	23.8%	22.8%	25.3%	0.0%	0.0%	0.0%	0.0%	28.0%	

Measure: Percentage of **Exempt Employees** who are Hispanic or other Minority (data is reported by calendar year)*

Intended Outcome:

Ethnicity	2015	2016	2017	2018	2019	2020	2021	Intended Outcome	Current Status
Hispanic	11.2%	10.7%	12.1%					14.0%	
Other Minority	9.5%	8.0%	8.6%					10.0%	
Combined	20.7%	18.7%	20.7%	0.0%	0.0%	0.0%	0.0%	24.0%	

Core Theme: Access

A broad range of educational opportunities and workforce training are provided to students in pursuit of their goals.

Objective B: Students have access to courses leading to degree completion.

Key Performance Indicator: Course Access for Degree Completion

Current Status: 0.0

Measure: District population comparison of **credit students** who are Hispanic or other Minority*

Intended Outcome: No less than the district population. Hispanic student population at least 25% to maintain HSI eligibility. Green = exceeds district, yellow = within 1%, red = more than 1% below district

Ethnicity	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Hisp. Dist	21.4%	21.6%	22.6%					No Outcome	
Hisp. Std	27.0%	27.0%	26.9%					25.0%	
Minority Dist	9.7%	7.3%	10.3%					No Outcome	
Minority Std	7.9%	8.5%	8.0%					10.0%	

Information-5
July 25, 2018

Objective C: College initiatives limit costs of attending college.									
Key Performance Indicator: Cost of Education								Current Status:	0.0
Measure: Percentage of scholarships awarded to students who are Hispanic or other Minority*									
Intended Outcome: no less than the percent of students who are Hispanic or other minority									
Ethnicity	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Non-minority	51.9%	59.5%	53.1%					55.0%	
Hispanic	36.5%	29.7%	33.9%					35.0%	
Other Minority	11.2%	10.7%	10.6%					12.0%	
Measure: Percentage of tuition waivers (Financial Aid only) awarded to students who are Hispanic or other Minority*									
Intended Outcome: no less than the percent of students who are Hispanic or other minority									
Ethnicity	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Non-minority	43.8%	48.0%	39.2%					45.0%	
Hispanic	43.8%	41.0%	44.8%					45.0%	
Other Minority	11.7%	10.5%	13.3%					14.0%	
Measure: Percentage of Chemeketa Scholars awarded to students who are Hispanic or other Minority*									
Intended Outcome: Not certain how much the college can impact this number. Be certain that the program is well-advertised.									
Ethnicity	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Non-minority	69.4%	72.0%	71.8%					74.0%	
Hispanic	24.5%	22.0%	20.4%					22.0%	
Other Minority	6.1%	6.1%	7.7%					8.0%	
Combined	30.6%	28.1%	28.2%	0.0%	0.0%	0.0%	0.0%	30.0%	
Core Theme: Student Success Students progress and complete their educational goals.									
Objective B: Students successfully complete courses.									
Key Performance Indicator: Course Completion								Current Status:	0.0
Measure: Percentage of students with an annual GPA of 2.00 or higher (Non-minority, Hispanic or other Minority*)									
Intended Outcome: Should mirror the non-minority population. Green = match all students, yellow = within 3%, red = more than 3% below all student rate									
Ethnicity	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Non-minority	79.9%	79.6%	80.8%					81.0%	
Hispanic	75.8%	75.2%	74.9%					78.0%	
Other Minority	72.5%	74.8%	77.3%					78.0%	
Objective C: Students are retained and progress to the next level of coursework.									
Key Performance Indicator: Retention Rates								Current Status:	0.0
Measure: Fall-to-Winter persistence for full-time degree-seeking students (Non-minority, Hispanic or other Minority*)									
Intended Outcome: Should mirror the non-minority population. Green = match all students, yellow = within 3%, red = more than 3% below all student rate									
Ethnicity	2015-16 / F'14 Cohort	2016-17 / F'15 Cohort	2017-18 / F'16 Cohort	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Non-minority	87.5%	95.8%	88.7%					92.0%	
Hispanic	88.4%	92.2%	86.0%					88.0%	
Other Minority	86.6%	91.8%	91.7%					92.0%	
Measure: Fall-to-Fall persistence for full-time degree-seeking students (Non-minority, Hispanic or other Minority*)									
Intended Outcome: Should mirror the non-minority population. Green = match all students, yellow = within 3%, red = more than 3% below all student rate									

Ethnicity	2015-16 / F'14 Cohort	2016-17 / F'15 Cohort	2017-18 / F'16 Cohort	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Non-minority	59.8%	73.3%	63.9%					70.0%	
Hispanic	68.0%	71.3%	65.6%					70.0%	
Other Minority	60.6%	66.4%	63.9%					65.0%	
Objective D: Students achieve their educational intent.									
Key Performance Indicator: Student Completion								Current Status:	0.0
Measure: Percentage of students who graduate with a degree or certificate (Non-minority, Hispanic or other Minority*)									
Intended Outcome: Should mirror the non-minority population. Green = match all students, yellow = within 3%,									
Ethnicity	2015-16 / F'12 Cohort	2016-17 / F'13 Cohort	2017-18 / F'16 Cohort	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Non-minority	15.7%	13.8%	13.6%					15.0%	
Hispanic	9.1%	17.5%	14.6%					15.0%	
Other Minority	12.2%	10.2%	13.8%					15.0%	
Measure: Percentage of Chemeketa graduates who are Hispanic or other Minority*									
Intended Outcome: Should mirror the non-minority population.									
Ethnicity	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Non-minority	66.1%	54%	61.0%					65.0%	
Hispanic	24.5%	34.7%	27.4%					30.0%	
Other Minority	9.4%	11.4%	11.6%					20.0%	
Measure: Percentage of transfer out students (students who do not graduate from Chemeketa but transfer) who are Hispanic or other Minority*									
Intended Outcome: Should mirror the non-minority population.									
Ethnicity	2015-16 / F'12 Cohort	2016-17 / F'13 Cohort	2017-18 / F'16 Cohort	2018-19	2019-20	2020-21	2021-22	Intended Outcome	Current Status
Non-minority	25.0%	22.4%	20.1%					25.0%	
Hispanic	18.2%	18.0%	20.3%					25.0%	
Other Minority	23.3%	28.2%	16.6%					25.0%	

* Other Minority defined as American Indian, Asian, Black, Hawaiian, or Mixed Ethnicity. Excludes "Unknown" ethnicities.

PERSONNEL REPORT

Prepared by

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

NEW HIRES AND NEW POSITIONS

Lorene F. Kittelson, Instructor-Nursing—Health Sciences, Career and Technical Education Division, replacement, 100 percent, 176 duty-day, annualized assignment, Range F-9, Step 9.

Fatima G. Ramirez Valenzuela, Student Services Assistant—Enrollment Services, Student Development and Learning Resources Division, replacement, 100 percent, 12-month assignment, Range B-1, Step 1.

Leah D. Schindler, Instructor-Nursing—Health Sciences, Career and Technical Education Division, replacement, 100 percent, 176 duty-day, annualized assignment, Range F-9, Step 7.

POSITION CHANGES

Abigail “Abby” Hoffar, Dean-Academic Development—Academic Progress and Regional Education Services Division, 100 percent, Range D-5, Step 9, from Dean-High School Partnerships/Interim Academic Transitions—Academic Progress and Regional Education Services Division.

Kristina C. Powers, Instructor-Psychology—Liberal Arts, General Education and Transfer Studies Division, replacement, 100 percent, 176 duty-day, annualized assignment, Range F-9, Step 13, from Instructor-Psychology—Liberal Arts, General Education and Transfer Studies Division.

Teresa M. Prange, Instructor-Business Management Programs—Business, Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division, replacement, 100 percent, Range F-9, Step 13, from Instructor-Accounting—Business, Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division.

Jonathan “Jon” Tucker, Dean, High School Partnerships—Academic Progress and Regional Education Services Division, 100 percent, Range D-3 Step 9, from Executive Director-Corrections Education—Academic Progress and Regional Education Services Division.

RETIREMENTS

Juliet M. Booth, Student Services Specialist-11 months—Student Accessibility Services, Student Development and Learning Resources Division, effective August 31, 2018.

Donna R. Northey, Department Clerk-11 months—Library and Learning Resources, Student Development and Learning Resources Division, effective June 19, 2018.

Standard Report-1
July 25, 2018

SEPARATIONS

Mithran Aaron, Manager, Application Integration and Web Services—Information Technology, College Support Services Division, effective June 30, 2018.

Jenna R. Bochsler, Instructional Technician-10 months—Business, Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division, effective June 30, 2018.

Jose Ceja Garibay, Student Services Specialist—First Year Programs, Student Development and Learning Resources Division, effective July 9, 2018.

Beth A. Dorais, Department Specialist—High School Partnerships, Academic Progress and Regional Education Services Division, effective June 4, 2018.

Kelly R. Pointer, Public Safety Dispatcher—Public Safety, College Support Services Division, effective July 17, 2018.

Elijah N. Warren, Department Technician I—Counseling and Student Support Services, Student Development and Learning Resources Division, effective July 5, 2018.

Michael T. Wilson, Public Safety Office I—Public Safety, College Support Services Division, effective July 9, 2018.

BUDGET STATUS REPORT

Prepared by

Katie Bunch, Director—Business Services
Rich McDonald, Director—Budget and Finance
Miriam Scharer, Associate Vice President, CSSD/Financial Management
Julie Huckestein, President/Chief Executive Officer

Closing of year-end financial reports and preparation for the audit are now in progress. The General Fund Revenue and Expense statement In-Progress for the period ending June 30, 2018, will be included in the September board report.

Final year-end financial reports will be available at the completion of the 2017–2018 audit. College auditors Kenneth Kuhns & Co. will be presenting the audit report at the December board meeting.

The Status of Investments for the period ending June 30, 2018, is included.

A summary of Oregon community colleges' tuition and fees for academic year 2018–2019 will be provided at the board meeting.

STATUS OF INVESTMENTS AS OF JUNE 30, 2018

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 6/30/2018</u>
Oregon Short-Term Fund - General	6/30/2018	On demand	\$36,065,947.82	2.25%
Oregon Short-Term Fund - Capital	6/30/2018	On demand	\$ 9,778,520.00	2.25%

13 week Treasuries 1.89% as of 6/29/2018

Oregon Short-Term Fund is managed by the Oregon State Treasurer - also known as LGIP (Local Government Investment Pool).

Oregon Community Colleges 2018-2019 Tuition & Fees

	Community College	Tuition			Fees			In-District Tuition & Fees - Annualized (for 45 credits)
		(Charge Per Credit Hour)			Quarterly Fees & Other Fees (per 15 credits)			
		In-District	Out-of-State*	International	Technology	Other	Total	
1	Chemeketa	\$87.00	\$252.00	\$252.00	\$0.00	\$270.00	\$270.00	\$4,725
2	Tillamook Bay	\$97.00	\$117.00	\$117.00	\$75.00	\$90.00	\$165.00	\$4,860
3	Central	\$99.00	\$283.00	\$283.00	\$135.00	\$26.25	\$161.25	\$4,939
4	Clackamas	\$100.00	\$266.00	\$266.00	\$82.50	\$65.50	\$148.00	\$4,944
5	Clatsop	\$102.00	\$204.00	\$357.00	\$150.00	\$30.00	\$180.00	\$5,130
6	Linn-Benton	\$109.10	\$253.59	\$309.45	\$63.75	\$63.05	\$126.80	\$5,290
7	Portland	\$111.00	\$246.00	\$246.00	\$67.50	\$74.25	\$141.75	\$5,420
8	Oregon Coast	\$105.00	\$214.00	\$214.00	\$90.00	\$150.00	\$240.00	\$5,445
9	Treasure Valley	\$99.00	\$109.00	\$214.00	\$0.00	\$330.00	\$330.00	\$5,445
10	Columbia Gorge	\$102.00	\$228.00	\$228.00	-	\$300.00	\$300.00	\$5,490
11	Klamath	\$103.00	\$181.00	\$211.00	\$120.00	\$165.50	\$285.50	\$5,492
12	Umpqua	\$97.00	\$112.00	\$209.00	\$112.50	\$270.00	\$382.50	\$5,513
13	Mt. Hood	\$107.00	\$216.00	\$243.00	\$93.75	\$148.00	\$241.75	\$5,540
14	Rogue	\$107.00	\$131.00	\$358.00	\$105.00	\$140.00	\$245.00	\$5,550
15	Lane	\$113.50	\$270.00	\$236.00	\$135.00	\$128.00	\$263.00	\$5,897
16	Southwestern	\$94.00	\$94.00	\$282.00	-	\$561.00	\$561.00	\$5,913
17	Blue Mountain	\$108.00	\$324.00	\$324.00	\$277.50	\$165.00	\$442.50	\$6,188
	Statewide Average	\$102.39	\$205.92	\$255.85	\$88.68	\$175.09	\$263.77	\$5,399

****Chemeketa compared to statewide average (\$674)**
Difference between Chemeketa and next lowest cost (\$135)
Chemeketa compared to most expensive college (\$1,463)

* Out of State Tuition applies only to non-border states.

** To achieve the statewide average cost of \$5,399 (for 18-19) Chemeketa would need to increase the cost per credit by \$15

PURCHASING REPORT

Prepared by

Miriam Scharer, Associate Vice President—CSSD/Financial Management
Julie Huckestein, President/Chief Executive Officer

EXECUTIVE RECRUITMENT SERVICES

With the retirement announcement of President Julie Huckestein, a board subcommittee has determined that an executive search firm will lead the board in recruiting a new president for Chemeketa. The college will seek competitive proposals from qualified and experienced recruiters to conduct a national executive search.

As such, a Request for Proposal (RFP) for Executive Recruitment Services will be advertised in July 2018, on the college's Procurement Services Website, various Higher Education professional organization sites, and on the State of Oregon Procurement Information Network (ORPIN). The contract award will not require College Board of Education approval, but an update on the selection will be made at the board planning meeting on September 5.

CAPITAL PROJECTS REPORT

Prepared by

Rory Alvarez, Director—Facilities and Operations
Tim Rogers, Associate Vice President/Chief Information Officer
Julie Huckestein, President/Chief Executive Officer

PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- **Agricultural Complex**
The pre-design phase including tours, initial stakeholder meetings, and the first cost validation are complete. Multiple meetings have been held with key partner, OSU Extension Service, to ensure proper planning and coordination for their facility needs. Facilities and the architect are working to coordinate 45th Street improvements with this project. Rising construction and materials costs have resulted in an initial cost estimate above the original budget. Additional opportunities to meet the project budget are being pursued as the team moves into the schematic design phase.

PROJECTS UNDER CONSTRUCTION

- **Salem Campus Athletics Field**
Due to additional work requested by the college, 15 days have been added to the project's substantial and final completion dates. One of the two incentives was not achieved by the contractor due to errors found in the soccer field grading. Grass growth rates on both the soccer and softball field have been below expectations. Specialists have been consulted and lab tests conducted to determine the cause. Recommendations have been received and implemented. The anticipated delay in growth, at this time, is only expected to prevent use of the soccer field for practice during the month of August. The softball field is expected to be completed on schedule.
- **Salem Campus Bus Loop**
Repair of concrete is now complete with the exception of areas damaged by tree roots near the flagpole area.

See Appendix–2; Campus Map pages 61–62.

Standard Report-5
July 25, 2018

**COLLEGE ADVANCEMENT REPORT
APRIL 2018–JUNE 2018**

Prepared by

David Hallett, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

On the following pages are reports related to current activities for the Foundation and Institutional Grants office.

CHEMEKETA COMMUNITY COLLEGE FOUNDATION QUARTERLY REPORT

Prepared by

Nancy Duncan, Executive Director—Foundation
David Hallett, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

SCHOLARSHIPS

This year the Foundation had over 1,600 students complete scholarship applications and expect to award over 400 scholarships. Students are currently accepting their awards and writing thank you letters to donors and organizations. The letters are inspiring and heartfelt describing their deep appreciation. A majority of the letters acknowledge how their scholarship tells them someone has faith in them and they work harder to succeed because of it. This is a common theme among awardees.

NEW SCHOLARSHIP

Chemeketa's English program faculty recently established the Humble Scholarship for English Majors. This effort received unanimous support from faculty. The scholarship will support full-time students with financial need and an intent to pursue a degree or certificate as an English Major. Students must have completed a minimum of 15 credits with a 3.0 GPA to be eligible. The college is grateful to all of the faculty members for supporting this effort.

STARS EVENTS

This was the third year of holding two STARS receptions—one in Salem and one in McMinnville. Both receptions were well attended and inspirational. STARS brings Foundation donors and the recipients of Foundation scholarships together.

The 3rd annual McMinnville STARS reception was held on May 11, at the Yamhill Valley Campus. President Julie Huckestein shared a welcome followed by a short speech by Jeff Dyck, CEO of Cascade Steel Rolling Mills, who was the McMinnville Gold STAR Sponsor. Approximately 75 people attended including Chemeketa's McMinnville area Foundation board members, Peter Hofstetter, Betty O'Brien, Mark Trumbo and Chemeketa board members, Ed Dodson and Ron Pittman.

The 10th annual Salem STARS reception was held on April 27, at Broadway Commons in downtown Salem. President Julie Huckestein shared a welcome followed by a short speech by former Foundation Board President, Bob Emrick. Bob and Nancy Emrick were the Gold STAR Sponsors of the Salem STARS reception for the second year in a row. Approximately 200 people attended including Foundation board members Brenna Baucum, Les Margosian, Selma Pierce, and Maria Schmidlkofer, and Chemeketa board members, Ken Hector, Neva Hutchison, and Diane Watson.

Standard Report-5
July 25, 2018

MUSIC EVENT IN SEPTEMBER

A special evening fundraising event is planned to support the growing Chemeketa Music Program. The reception will be held on September 13, at Willamette Valley Vineyards. The event will highlight faculty members performing on various instruments and soloists. All proceeds raised will go toward supporting the music program and establishing a new scholarship for students enrolled in and seeking a career pathway in Music. Faculty member Kerry Burtis is working with the Foundation on all of the details, which are in the planning phases. Please mark your calendars for this special event.

**GRANT ACTIVITIES
APRIL 2018–JUNE 2018**

Prepared by

Peggy Greene, Coordinator—Institutional Grants
David Hallett, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

GRANTS SUBMITTED APRIL 2018–JUNE 2018

Grantor	Department	Description	Amount
United Way of Mid-Willamette Valley	Chemeketa Foundation	To support the Chemeketa Food Pantry with food, a refrigerator, and freezer, and to support the Student Relief Fund with emergency financial assistance funds. New, one-year grant.	41,900
Kaiser Permanente Northwest	Chemeketa Foundation	To support a health fair at the Chemeketa Woodburn Center Cinco de Mayo event. New, event sponsorship grant.	2,000
Campus Compact of Oregon: College Access Corps	Woodburn Center	To support high school completion and college access, this grant provides a full-time AmeriCorps member position with this new, one-year sub-grant.*	18,260
Campus Compact of Oregon: Connect2Complete	College Assistance Migrant Program (CAMP)	To support college access and completion for first-generation, low-income, migrant/seasonal farmworkers and their families, this grant provides a full-time AmeriCorps member position with this new, one-year sub-grant.**	18,445
Meyer Memorial Trust	Education and Humanities	To increase education workforce diversity by helping English Learner teacher candidates to improve their literacy skills in their native/first language. This project supports collaboration with the Oregon Department of Education to create a college-level Oregon State Seal of Biliteracy. New, two-year grant.	157,539

Standard Report-5
July 25, 2018

Health Services and Resources Administration	College Access Programs	To support the Chemeketa Allied Health Academy project that will improve recruitment, retention, and graduation of students from economically and educationally disadvantaged background in allied health degree programs. New, five-year grant.	2,786,867
Open Oregon Educational Resources	English for Speakers of Other Languages (ESOL)	To support faculty member Genevieve Halkett's development of new Open Educational Resources (OER) for two complete courses for non-credit intermediate to high ESOL learners. New, one-year grant.	3,350
Marion County Economic Development	Diesel Mechanics	For equipment to support the new Diesel Mechanics Program.	100,000
Total:			\$3,128,361

GRANTS PENDING NOTIFICATION

Grantor	Department	Description	Amount
Not Applicable			

GRANTS DECLINED APRIL 2018–JUNE 2018

Grantor	Department	Description	Amount
Lumina Foundation	Instruction and Student Services	To support a collaborative project with Campus Compact of Oregon to advance racial justice and equity statewide on college campuses.	25,000

GRANTS AWARDED APRIL 2018–JUNE 2018

Grantor	Department	Description	Amount
U.S. Department of Commerce, National Oceanic and Atmospheric Administration	Yamhill Valley Campus	To support faculty member Shannon Othus-Gault's Planet Stewards Education Project to develop a demonstration garden for teaching Earth Science classes. New, one-year grant.	2,500
United Way of Mid-Willamette Valley	Chemeketa Foundation	To support the Chemeketa Food Pantry with a new refrigerator. New, one-year grant.	2,000

Standard Report-5
July 25, 2018

National Science Foundation: Advanced Technological Education	Applied Technologies	To support an industry-driven analysis of labor needs, skill gaps, and current curriculum for addressing the need for a manufacturing systems technician education program. New, three-year grant.	224,924
Campus Compact of Oregon: Connect2Complete	College Assistance Migrant Program (CAMP)	To support college access and completion for first-generation, low-income, migrant/seasonal farmworkers and their families, this grant provides a full-time AmeriCorps member position with this new, one-year sub-grant.**	18,445
Campus Compact of Oregon: College Access Corps	Woodburn Center	To support high school completion and college access, this grant provides a full-time AmeriCorps member position with this new, one-year sub-grant.*	18,260
Evergreen Business Capital	Chemeketa Foundation	To support Chemeketa's Small Business Development Center and the Regional Capital Access Team Support in Region #2. Continuing, one-year grant.	10,000
Kaiser Permanente Northwest	Chemeketa Foundation	To support a health fair at the Chemeketa Woodburn Center Cinco de Mayo event.	2,000
Open Oregon Educational Resources	English for Speakers of Other Languages (ESOL)	To support faculty member Genevieve Halkett's development of new Open Educational Resources (OER) for two complete courses for non-credit intermediate to high ESOL learners.	3,350
Oregon Department of Education	Career and Technical Education	Subaward of South Metro-Salem STEM Hub-Oregon Tech Foundation to provide a four-week summer program for high school students.	8,825
Total:			\$290,304

The grants awarded must be accepted by the board. The above-awarded grants also appear as an action item for board acceptance.

Standard Report-5
July 25, 2018

*A combination of College funds and grant funding are provided to the College Access Corps AmeriCorps member who will receive a total of \$12,530 distributed over 10.5 months and an education award of \$5,730 paid by Campus Compact of Oregon College Access Corps. If selected to host the member, the College's portion of the agreement is \$6,000.

**A combination of College funds and grant funding are provided to the Connect2Complete AmeriCorps member who will receive a total of \$12,630 distributed over 10.5 months and an education award of \$5,815 paid by Campus Compact of Oregon College Access Corps. If selected to host the member, the College's portion of the agreement is \$7,000.

SPRING TERM ENROLLMENT REPORT

Prepared by

Beth Perlman, Institutional Research Analyst
Fauzi Naas, Director—Institutional Research
David Hallett, Vice President--Governance and Administration

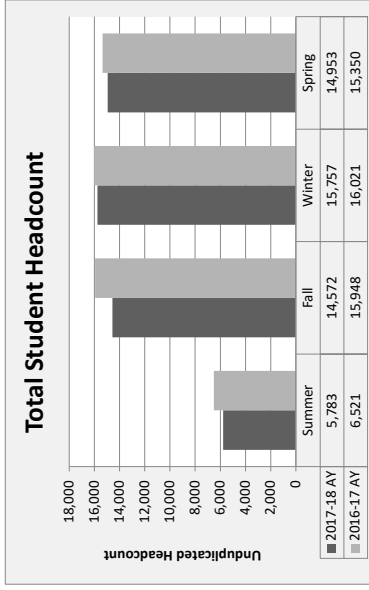
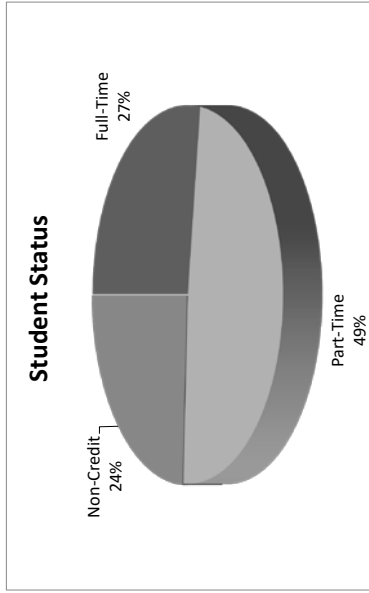
Items included in this report:

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

**Spring 2018
STUDENTS (unduplicated headcount)**

Total Students	14,953
-----------------------	---------------

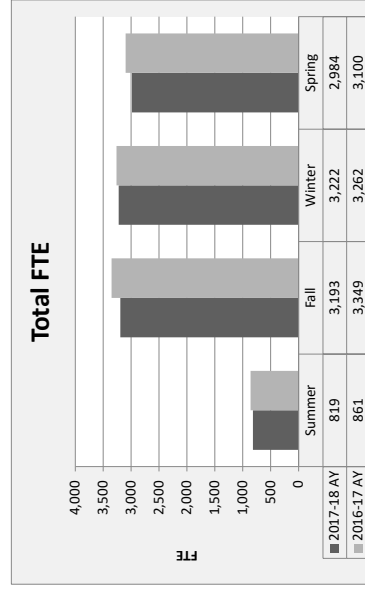
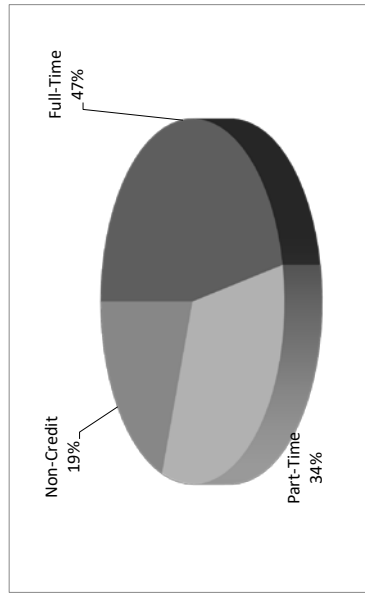
Full-Time	Part-Time	Non-Credit
4,050	7,279	3,624
27.1%	48.7%	24.2%



FTE

Total FTE	2,984
------------------	--------------

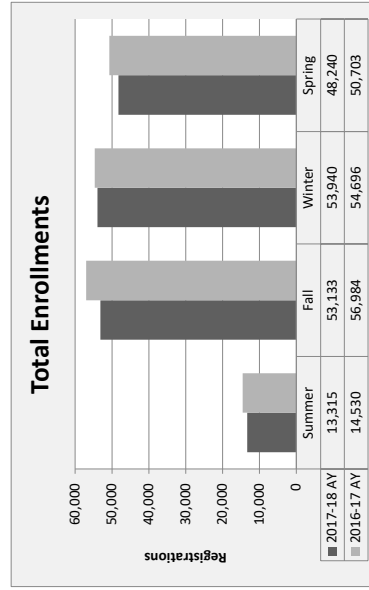
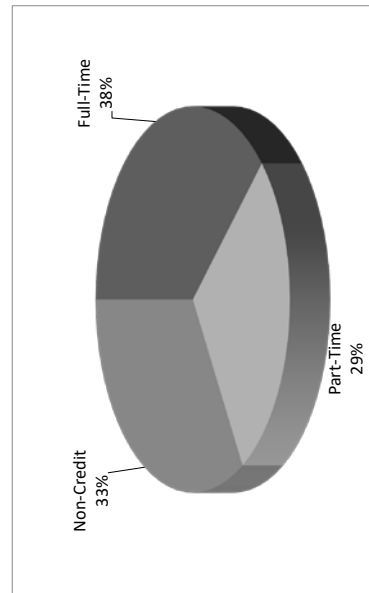
Full-Time	Part-Time	Non-Credit
1,396	1,003	585
46.8%	33.6%	19.6%



ENROLLMENTS (duplicated headcount)

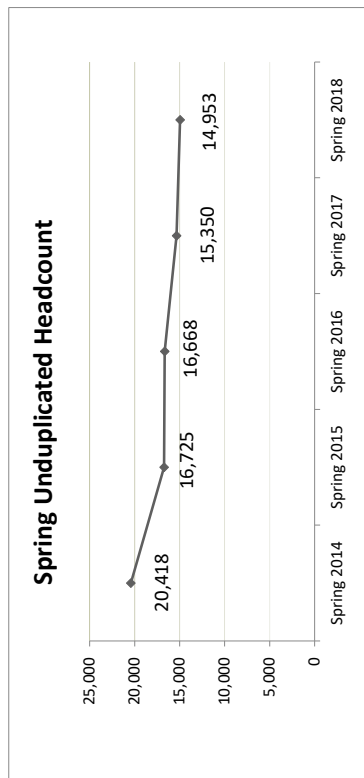
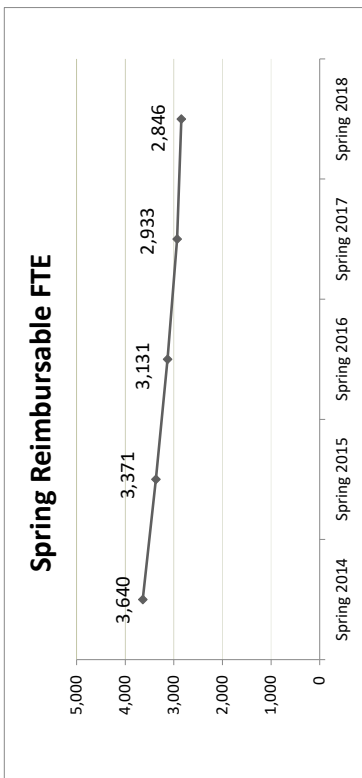
Total Enrollments	48,240
--------------------------	---------------

Full-Time	Part-Time	Non-Credit
18,120	13,932	16,188
37.6%	28.9%	33.6%



Standard Report-6
July 25, 2018

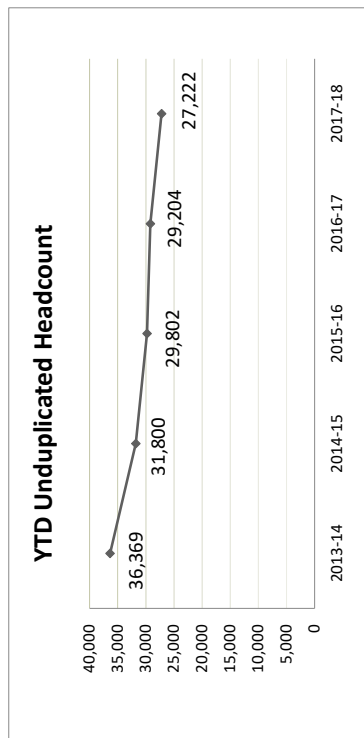
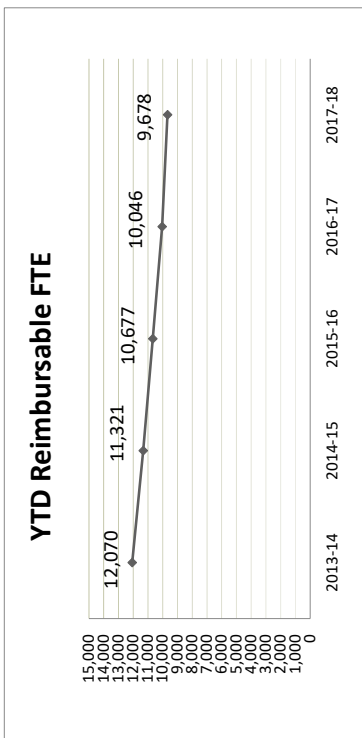
Spring-to-Spring Comparison				
Spring Term FTE and Headcount	Spring 2017	Spring 2018	% Change	
Reimbursable FTE	2,933	2,846	-3.0%	
Non-Reimbursable FTE	167	138	-17.3%	
Total FTE	3,100	2,984	-3.8%	
Unduplicated Headcount	15,350	14,953	-2.6%	



Rate of Change from Spring to Spring	2014 to 2015	2015 to 2016	2016 to 2017	2017 to 2018
	Change in Reimbursable FTE	↓ -7.4%	↓ -7.1%	↓ -6.3%
Change in Unduplicated HC	↓ -18.1%	↑ -0.3%	↓ -7.9%	↑ -2.6%

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

Year-to-Date FTE and Headcount	Year-to-Date			
	2016-17	2017-18	% Change	
YTD Reimbursable FTE	10,046	9,678	-3.7%	
YTD Non-Reimbursable FTE	526	539	2.5%	
YTD Total FTE	10,572	10,217	-3.4%	
YTD Unduplicated Headcount	29,204	27,222	-6.8%	



Rate of Change YTD to YTD	2013-14 to 2014-15	2014-15 to 2015-16	2015-16 to 2016-17	2016-17 to 2017-18
	Change in YTD Reimbursable FTE	↓ -6.2%	↓ -5.7%	↓ -5.9%
Change in YTD Unduplicated HC	↓ -12.6%	↓ -6.3%	↑ -2.0%	↓ -6.8%

RECOGNITION REPORT

Prepared by

Julie Huckestein, President/Chief Executive Officer

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

MIKE EVANS, HEATHER MISENER, JEANNIE ODLE and STACEY WELLS, are thanked for planning and organizing the college's 62nd commencement ceremony that was held on June 15 at the Pavilion. Many helpers and volunteers contributed to the success of this year's graduation including NETTE ABDERHALDEN, KAREN ALEXANDER, ANGELA ARCHER, JAMES BERNDT JULIET BOOTH, KERRY BURTIS, BARBARA COWLISHAW (retired), AMY EARLY, MELISSA FREY, MEGHAN GALLOP, GRECIA GARCIA PEREZ, KEKELI GBOFU, JOEL GISBERT, KARYNA GONZALEZ, ASHLEY HACKETT, GREG HARRIS, CASEY HULTBERG, LYNN IRVIN, TERRI JACOBSON, TETER KAPAN, TIFFANY KENNEL, JESSICA HILFIKER, BILL KOHLMAYER, ROBERT LAHUE, THOMAS LAMBERT, LAURA LEON-CIPRIANO, MICHELLE LIMAS, YESICA NAVARRO, RAY PHIPPS (retired), KATIE RAMSDELL, MEAGAN USSELMAN, JESSICA WRIGHT, TERRY ROHSE, EME SMITH, PILAR TORRES-BARRERA, WILLIAM VELEZ, STEVE VINCENT, JILL WARD (retired), and KENNETH WOLFERT. Also, big thanks to the day and evening FACILITIES crew; MEDIA SERVICES, NORTHWEST INNOVATIONS; PUBLIC SAFETY; MEGAN GONZALEZ, MICHAEL WITHINGTON and the first-year LAW ENFORCEMENT STUDENTS, and the 20+ student volunteers and helpers. *(Core Themes: Academic Quality; Access; Community Collaborations; and Student Success)*

Thanks to the planning team of ANGELA ARCHER, CASEY DOLATO, JOEL GISBERT, ASHLEY HACKETT, LUPE NAJAR-PEREZ, YESICA NAVARRO, and KEN WOLFERT for organizing the end-of-year TRiO celebration that was held on June 14. The Alumni Award went to JOHNNY NEAL, communications faculty; and Persistence Awards went to students LINDSEY CAUDLE, TAMMY DUKE, and EDGAR ONTIVEROS RAMIREZ. *(Core Theme: Student Success—Students progress and complete their educational goals.)*

JESS STAHL, Dean of Curriculum, Instruction and Accreditation, and CATHY MARTELL-STRAIGHT, advising specialist, were selected to attend the Oregon Institute of Leadership Development (OILD) at Silver Creek Falls in June. OILD is sponsored by the American Association of Women in Community Colleges (AAWCC) which promotes the development of leadership skills and qualities at every level in community college administration and education. *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

Thanks to the many faculty and staff who have been heavily involved in the instructional and service area program reviews which occur on a five-year cycle and encourages programs and service areas to reflect as a group on performance in relation to the college's mission and core themes. A total of 55 program and service reviews and presentations have been completed.

Standard Report-7
July 25, 2018

The program and service reviews listed below have occurred since January 2018. (*Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.*)

Chemeketa Center for Business and Industry Program Review developed by program director and staff November 2016–December 2017. January 2018 presentation by CCBI Director DIANE MCLARAN and staff REBECCA BOLANTE, CELIA NUNEZ, and LORI MCCAULEY.

Human Services Program Review developed by faculty June 2016–January 2018. February 2018 presentation by faculty YOLANDA MARTINEZ, PETER DAVIS, and CHRISTINA STEIGER.

Brooks Regional Training Center Program Review developed by center coordinator and staff November 2017–February 2018. March 2018 presentation by center coordinator TANIA KLEINSCHMIT and Chemeketa Fire Protection program graduates and Test Proctors MATT MILLER and NOAH MURAYAMA.

International Programs Program Review developed by program staff October 2017–April 2018. May 2018 presentation by program director TETER KAPAN and staff KIMBERLY EITNER, PACO HADLEY, and WILLIAM VELEZ.

Financial Aid and Veterans' Services Program Review developed by staff January 2017–April 2018. May 2018 presentation by Financial Aid Director RYAN WEST, Assistant Director KATE HOERAUF, Financial Aid staff JOHN DEDRICK, AARON KING, SARAH WAIT, SUE VARNUM, TERESA WATSON, BECKY BEGGS, and CINDY HUSTRULID, and Veterans Outreach and Community Connections Coordinator JON TERRAZAS and Veterans Specialist/Certifying Official BRUCE IRVIN.

History Program Review developed by faculty June 2017–May 2018. May 2018 presentation by faculty TAYLOR MARROW, TRACI HODGSON, and MIKE BAYLO.

Cooperative Work Experience Program Review developed by faculty and staff August 2017–May 2018. May 2018 presentation by faculty GARY KUHN and REBECCA SALINAS-OLIVEROS and student interns SABASTINA ELLINGSWORTH and JUSTIN SMITH SELLINGER.

Languages Program Review developed by faculty July 2017–May 2018. June 2018 presentation by faculty ED LAZZARA, ERIC REED, SILVIA HERMAN, MICHIE SHARPE, SYLVIAN FRÉMAUX, and students/alumni JOSIAH LIEDKE, DAVID FOX, MADISON BODENHAMER, ELIZABETH PUJATSKA, and JENNIFER LEO.

Criminal Justice Program Review developed by faculty November 2017–May 2018. June 2018 presentation by faculty MEGAN GONZALEZ, DEBRA PILLETTE-STEPHENS, and MICHAEL WITHINGTON and students JONAH JANDERA, JACOB BLEDSOE, ARIAH COOKINGHAM, MARICELLA JAROCH, BRADLEE DAVIS, TAYLOR GAGE, STAPHANIE BARRAGAN, JAMES LITTLE, COURTNEY BACKER, SPENCER BIBLER, and JORGE VALENCIA.

Separate Action-1
July 25, 2018

**APPROVAL OF RETIREMENT RESOLUTION
NO. 18-19-01, DONNA R. NORTHEY AND
NO. 18-19-02, JULIET M. BOOTH
[18-19-100]**

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 are resolutions honoring Donna R. Northey, who retires effective June 19, 2018, and Juliet M. Booth, who retires effective August 31, 2018.

It is recommended that the College Board of Education adopt Resolution No. 18-19-01, Donna R. Northey and No. 18-19-02, Juliet M. Booth.

Separate Action-1
July 25, 2018

**RETIREMENT RESOLUTION NO. 18-19-01
DONNA R. NORTHEY**

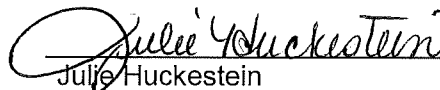
WHEREAS, Donna R. Northey began her 26-year association, as a salaried employee, with Chemeketa Community College in June, 1992; and

WHEREAS, Donna R. Northey gave dedicated service to Chemeketa Community College currently as Department Clerk-11 months, Library and Learning Resources Department of Student Development and Learning Resources Division; therefore,

BE IT RESOLVED, that upon her retirement date of June 19, 2018, the College Board of Education hereby honors and commends Donna R. Northey for her loyalty, dedication and personal commitment to Chemeketa Community College.



Neva Hutchinson
Board Chairperson



Julie Huckestein
President/Chief Executive Officer

Separate Action-1
July 25, 2018

**RETIREMENT RESOLUTION NO. 18-19-02
JULIET M. BOOTH**

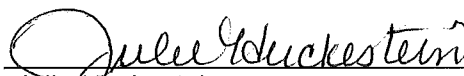
WHEREAS, Juliet M. Booth, began her 15-year association, as a salaried employee, with Chemeketa Community College in September, 2003; and

WHEREAS, Juliet M. Booth gave dedicated service to Chemeketa Community College currently as Student Services Specialist-11 months, Student Accessibility Services Department of Student Development and Learning Resources Division; therefore,

BE IT RESOLVED, that upon her retirement date of August 31, 2018, the College Board of Education hereby honors and commends Juliet M. Booth for her loyalty, dedication and personal commitment to Chemeketa Community College.



Neva Hutchinson
Board Chairperson



Juliet Huckestein
President/Chief Executive Officer

Action-1
July 25, 2018

**APPROVAL OF COLLEGE POLICY
#1740—ANNUAL CAMPUS SECURITY REPORT—CLERY ACT
[18-19-101]**

Prepared by

Rebecca Hillyer, General Counsel
Julie Huckestein, President/Chief Executive Officer

ANNUAL CAMPUS SECURITY REPORT—CLERY ACT—POLICY #1740

This policy was last reviewed by the board in September 2015. Minor edits were made to this policy so it would read better without changing the meaning of the policy. In the second paragraph the word “annual” was stricken and replaced with “its”. In the last paragraph, compliance language was added to clarify requirements of timely warnings to students and the surrounding college community.

The proposed changes are underlined and the former language has been stricken with lines through the text. The President’s Advisory Council has reviewed the attached policy and recommends it for adoption by the College Board of Education.

It is recommended that the College Board of Education approve college policy #1740—Annual Campus Security Report—Clery Act to become effective immediately.

Board of Education Series—1000

ANNUAL CAMPUS SECURITY REPORT—CLERY ACT

Chemeketa Community College shall publish an Annual Campus Security Report. This report shall be made available to all future and current college students and employees. The criminal statistics contained within the report shall be sent electronically to the U.S. Department of Education by October 1 of each year.^x

As part of ~~annual~~ its duty to publish the Annual Campus Security Report, the college shall keep a daily crime log for all college locations as well as the following college departments: Athletics, Student Advising, and Dean of Students Office. The statistics will include all Clery crimes and crimes added by additional federal laws.^{xi} Additionally, requests for the records of crimes on and near all college campuses and outreach centers will be made to all law enforcement agencies; with jurisdiction over college owned and/or controlled property.

In compliance with the Clery Act, ~~T~~he college shall make timely warnings to the college community regarding major crimes or concerns considered to be a threat to students, employees, and/or the surrounding college community.^{xii}

September 16, 2015

Adopted College Board of Education

Revised College Board of Education

¹ The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, 20 U.S.C. §1092, et al.

² Violence Against Women Reauthorization Act Pub. L. No. 113-4, Stat. 54

³ Higher Education Opportunity Act, 34 CFR668, 46

**APPROVAL OF CYBERSECURITY ASSOCIATE OF APPLIED SCIENCE DEGREE OPTION
[18-19-102]**

Prepared by

Mandy Reininger, Program Chair—Computer Information Systems
R. Taylor, Dean—Business and Technology, Early Childhood Education, and Visual
Communications
Johnny Mack, Executive Dean—Career and Technical Education
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

Chemeketa Community College's Computer Information Systems (CIS) program currently offers the Computer Systems and Information Technology Associate of Applied Science and the Computer Programming, Systems Administrator and Network Security, and Web Developer Certificates of Completion. Study in these areas prepares individuals to pursue careers in a variety of technical specialties in the computer information systems industry.

The proposed Cybersecurity Associate of Applied Science (AAS) degree would encompass hands-on cybersecurity training in ethical hacking, computer hardware, computer forensics, cloud service, virtualization, switches, routers and Adaptive Security Appliance (ASA) devices. Combining both theory and hands-on technical training, students earning this degree would come away with the ability to work in a steadily growing professional industry both regionally and nationally.

The Cybersecurity AAS degree reflects the College's core themes and objectives of academic quality, access, and community collaboration. Recommendations from the CIS Advisory Committee, local employers, current and past students, and employment data all indicated that the CIS program should focus on developing a Cybersecurity degree. The CIS faculty have collaborated with national training programs, other Oregon community colleges, and Chemeketa's Computer Science faculty, to ensure this degree aligns with federal and state regulations, industry needs, and university transfer opportunities.

According to the State of Oregon Employment Department, it is projected that statewide jobs in cybersecurity will generally grow 20.9 percent between 2014 and 2024, a rate higher than the statewide average. Wages for 2017 averaged between \$59,237 and \$75,057 per year, depending on the area of specialization, and started between \$29,640 and \$55,370 per year. The business operations specialist position, a likely entry point for these graduates, has a higher share of employment than the national average in both Salem and Oregon.

It is recommended that the Chemeketa Board of Education approve the Computer Information Systems Cybersecurity Associate of Applied Science degree.

CYBERSECURITY ASSOCIATE OF APPLIED SCIENCE DEGREE OPTION

Course No.	Course Title	Credit Hrs.
First-Term Core Requirements		
CIS120	Digital Literacy	4
CIS121	Programming Concepts	4
CIS178W	Fundamentals of Web Design	4
WR121	Academic Composition (or higher)	4
	Total	16
Second-Term Core Requirements		
CIS102A	Cyber Security and Safety	4
CIS140B	Computer Operating System	4
CIS145	Computer Hardware	4
CIS133SC	Scripting Languages	4
	Total	16
Third-Term Core Requirements		
CIS140U	Unix/Linux	3
CIS179	Client-Server Networks	4
MTH111	College Algebra (or higher)	5
PSY104	Workplace Psychology	4
	Total	16
Fourth-Term Core Requirements		
CIS125E	Excel	4
CIS275	Database Management	4
CIS279	Server Management 1	4
CS161	Computer Science 1	4
	Total	16
Fifth-Term Core Requirements		
CIS186	Computer Forensics	4
CIS278	Data Communications	4
CIS284	Ethical Hacking	4
CIS288	Server Management 2	4
	Total	16
Sixth-Term Core Requirements		
CIS152	Routing and Switching	4
CIS280	Cooperative Work Experience (or approved CIS Course)	3
CIS283	Security+	4
CIS289	Network Systems Management	4
CIS271	Computer Architecture & Assembly	4
	Total	19
	Total Program Hours	99

**APPROVAL OF GRANTS AWARDED
APRIL 2018–JUNE 2018
[18-19-103]**

Prepared by

Peggy Greene, Coordinator—Institutional Grants
David Hallett, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

These grants have been awarded to the college from April 2018–June 2018. It is recommended that the board accept these grants.

Grantor	Department	Award Description	Amount
U.S. Department of Commerce, National Oceanic and Atmospheric Administration	Yamhill Valley Campus	To support faculty member Shannon Othus-Gault's Planet Stewards Education Project to develop a demonstration garden for teaching Earth Science classes. New, one-year grant.	2,500
United Way of Mid-Willamette Valley	Chemeketa Foundation	To support the Chemeketa Food Pantry with a new refrigerator. New, one-year grant.	2,000
National Science Foundation: Advanced Technological Education	Applied Technologies	To support an industry-driven analysis of labor needs, skill gaps, and current curriculum for addressing the need for a manufacturing systems technician education program. New, three-year grant.	224,924
Evergreen Business Capital	Chemeketa Foundation	To support Chemeketa's Small Business Development Center and the Regional Capital Access Team Support in Region #2.	10,000
Kaiser Permanente Northwest	Chemeketa Foundation	To support a health fair at the Chemeketa Woodburn Center Cinco de Mayo event.	2,000

Action-3
July 25, 2018

Oregon Department of Education	Career and Technical Education	As a subrecipient through the South Metro STEM Hub-Oregon Tech Foundation, this supports a four-week summer course for high school students in Drafting, Robotics/Electronics, Machining, and Welding/Fabrication for two sections for a total of 40 students. New, one-year grant.	8,825
Campus Compact of Oregon: Connect2Complete	College Assistance Migrant Program (CAMP)	To support college access and completion for first-generation, low-income, migrant/seasonal farmworkers and their families, this grant provides a full-time AmeriCorps member position with this new, one-year sub-grant.**	18,445
Campus Compact of Oregon: College Access Corps	Woodburn Center	To support high school completion and college access, this grant provides a full-time AmeriCorps member position with this new, one-year sub-grant.*	18,260
Open Oregon Educational Resources	English for Speakers of Other Languages (ESOL)	To support faculty member Genevieve Halkett's development of new Open Educational Resources (OER) for two complete courses for non-credit intermediate to high ESOL learners.	3,350
Total:			\$290,304

*A combination of College funds and grant funding are provided to the College Access Corps AmeriCorps member who will receive a total of \$12,530 distributed over 10.5 months and an education award of \$5,730 paid by Campus Compact of Oregon College Access Corps. If selected to host the member, the College's portion of the agreement is \$6,000.

**A combination of College funds and grant funding are provided to the Connect2Complete AmeriCorps member who will receive a total of \$12,630 distributed over 10.5 months and an education award of \$5,815 paid by Campus Compact of Oregon College Access Corps. If selected to host the member, the College's portion of the agreement is \$7,000.

**ACCEPTANCE OF PROGRAM DONATIONS
APRIL 1, 2018 THROUGH JUNE 30, 2018
[18-19-104]**

Prepared by

Nicole Dickerson, Development Associate—Chemeketa Foundation
 Jamie Wenigmann, Development Coordinator—Chemeketa Foundation
 Nancy Duncan, Executive Director—Chemeketa Foundation
 David Hallett, Vice President—Governance and Administration
 Julie Huckestein, President/Chief Executive Officer

Item:	167 lbs. of food for pantry	Item:	256 lbs. of food for pantry
Donor:	Marion Polk Food Share	Donor:	Marion Polk Food Share
Declared Value:	\$311.00	Declared Value:	\$457.50
Program:	Food pantry	Program:	Food pantry
Item:	195 lbs. of food for pantry	Item:	221 lbs. of food for pantry
Donor:	Marion Polk Food Share	Donor:	Marion Polk Food Share
Declared Value:	\$382.00	Declared Value:	\$429.00
Program:	Food pantry	Program:	Food pantry
Item:	160 lbs. of food for pantry	Item:	WinCo Gift Card
Donor:	Marion Polk Food Share	Donor:	Marion Polk Food Share
Declared Value:	\$320.00	Declared Value:	\$200.00
Program:	Food pantry	Program:	Food pantry
Item:	198 lbs. of food for pantry	Item:	2004 Chrysler PT Cruiser
Donor:	Marion Polk Food Share	Donor:	Joyce Young
Declared Value:	\$387.00	Declared Value:	\$3,000.00
Program:	Food pantry	Program:	Automotive Technology
Item:	81 lbs. of food for pantry	Item:	KIP 7100 Wide format printer, scanner, copier
Donor:	Marion Polk Food Share	Donor:	Lenity Architecture Inc.
Declared Value:	\$152.00	Declared Value:	\$500.00
Program:	Food pantry	Program:	Applied Technologies

Action-4
July 25, 2018

Item:	Various electronic equipment	Item:	10 Pizzas for Woodburn event
Donor:	Garmin AT	Donor:	Domino's Pizza, NFG Inc.
Declared Value:	\$13,680.00	Declared Value:	\$70.00
Program:	Electronics	Program:	Woodburn
Item:	10 Pizzas for Woodburn event	Item:	10 Pizzas for Woodburn event
Donor:	Domino's Pizza, NFG Inc.	Donor:	Domino's Pizza, NFG Inc.
Declared Value:	\$70.00	Declared Value:	\$70.00
Program:	Woodburn	Program:	Woodburn

Action-5
July 25, 2018

**APPROVAL OF SANTIAM HVAC IMPROVEMENT CONTRACT AWARD
[18-19-105]**

Prepared by

P. Kevin Walther, Procurement Management Analyst
Miriam Scharer, Associate Vice President—CSSD/Financial Management
Julie Huckestein, President/Chief Executive Officer

SANTIAM HVAC IMPROVEMENT

This project entails the demolition and disposal of an existing rooftop air handler, boiler, and the associated valves and controls. These will be replaced with new energy efficient equipment. This will require the existing piping, duct, and flue to be removed and replaced with a redesigned system that will be compatible with the new equipment.

An Invitation to Bid for the Santiam HVAC Improvement project was advertised on the college's Procurement Services website and the State of Oregon Procurement Information Network (ORPIN) on June 25, 2018, and in the *Daily Journal of Commerce* on June 27, 2018. Bids were opened immediately following the Bid Closing at 2 pm, July 12, 2018. One Bid was received from the following:

C.J. Hansen, Co., Incorporated, Salem, OR	<u>Base Bid</u> \$205,527.00
---	---------------------------------

It is recommended that the College Board of Education approve the award of the contract for the Santiam HVAC Improvement project to C.J. Hansen, Co., Incorporated, Salem, OR —the lowest responsible and responsive bidder, for a contract award of \$205,527.00.

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.

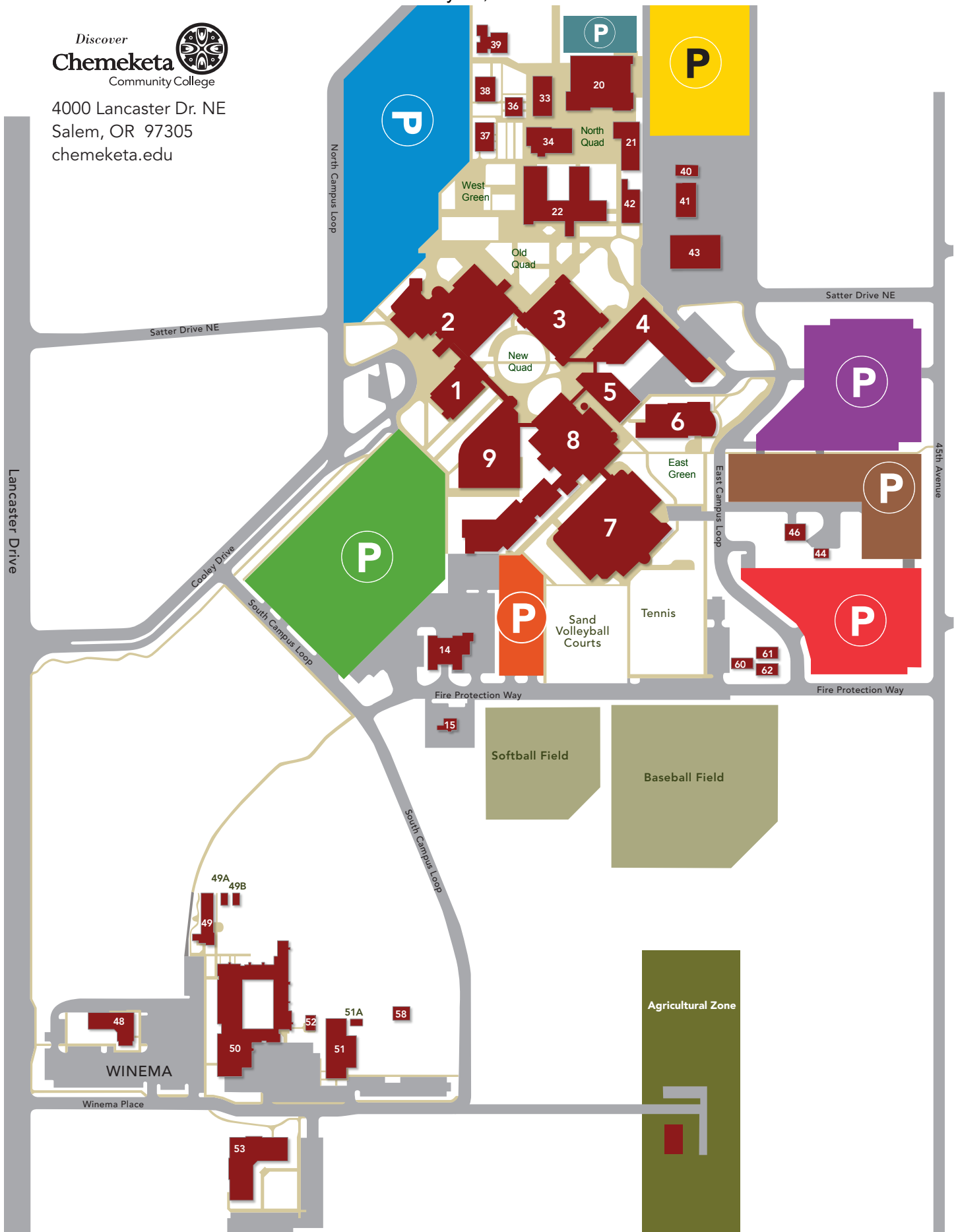
Innovation – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

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
July 25, 2018



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



Appendix-2
July 25, 2018

Salem Campus

Building and Primary Function(s)

- 001 1st Floor: Bookstore,
- 001 2nd Floor: Faculty Offices
- 002 1st Floor: Advising & Counseling; Career Center; Convenience Store; Disability Services; Food Court; Information Center; Multicultural Center; Planetarium; Public Safety; Student Retention & College Life; Student Support Services; Testing Services
- 002 2nd Floor: Business Services; CAMP; Chemeketa Completion Program; Enrollment Center; Graduation Services; Financial Aid; TRIO; Talent Search; Upward Bound; Tutoring Services; Veteran's Services; College Support Service's; Human Resources; Presidents Office; Public Information, Marketing and Student Recruitment.
- 003 1st Floor: Gretchen Schuette Art Gallery; Classrooms;
- 003 2nd Floor: Classrooms; Math Learning Center; Instruction and Student Services, Placement Testing
- 004 1st Floor: Automotive Program; Electronics Program
- 004 2nd Floor: Visual Communications; Robotics; Eletronics & Networking Programs
- 005 1st Floor: Art Classrooms;
- 005 2nd Floor: Classrooms
- 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; eLearning & Academic Technology; Curriculum Resource Center & Scheduling; Opportunity Center; Teaching & Learning; 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
- 021 Welding Program
- 022 Academic Development; HEP; Information Technology
- 033 Apprenticeship Program
- 034 Conference Rooms; SOAR
- 037 Faculty Offices
- 038 Faculty Offices; Occupational Skills Training; Cooperative Work Experience
- 039 Child Development
- 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; Winema Market & Deli
- 049 Mid-Willamette Education Consortium, Youth GED Options
- 050 High School Partnerships
- 051 Winema High School; Robotics; Lab
- 052 Classrooms
- 053 Department of Human Services
- 058 Facilities & Operations Annex
- 060 Agriculture Sciences
- 061 Classrooms
- 062 Classrooms

Area or Service—Building/Room

- General Information
(Welcome Center)—2/110
- Public Safety—2/173—503.399.5023
- Academic Development—22/100
- Instructional & Student Services—3/272
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Chemeketa Cooperative Regional Library Service—9/136
- Computer Labs, Library—9/Second Floor
- Convenience Store—2/180
- Cooperative Work Experience—38
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- Disability Services—2/174
- 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, & 48
- GED—22/100
- Gymnasium—7
- Human Resources—2/214
- International Programs and Study Abroad—2/174
- IT Help Desk—9/128
- Career Center—2/115
- Library—9/Second Floor
- Lost & Found—2/173

- Mail Room—43
- Multicultural Center—2/177A
- Northwest Innovations—42
- Online Courses—9/106
- Parking Permits—2/173
- Planetarium—2/171
- Posting Notices on Campus—2/176
- President's Office—2/216
- Public Information—2/208
- Registration—2/200
- Student Center—2/179
- Student Clubs—2/176
- Student Identification Cards—1/First Floor
- Student Accessibility Services—2/174**
- Study Skills—2/210
- Testing Center—2/101 (Testing Annex—3/267)
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—2/210
- Vending Machine Refunds—Bookstore
- Veterans' Services—2/200
- Writing Center—9/210

Instructional Department Offices

- Dental Programs—8/109
- eLearning & Academic Technology—9/106
- Emergency Services—19
- Health, & Human Performance—7/103
- Health Sciences—8/114
- Humanities & Communications—1/204
- Applied Technologies—20/203
- Math, Science—9/105
- Agricultural Sciences—60
- Nursing—8/113
- Pharmacy Technology—8/113
- Social Science, Business and Human Services—1/204 Tech Hub—9/106

Restrooms

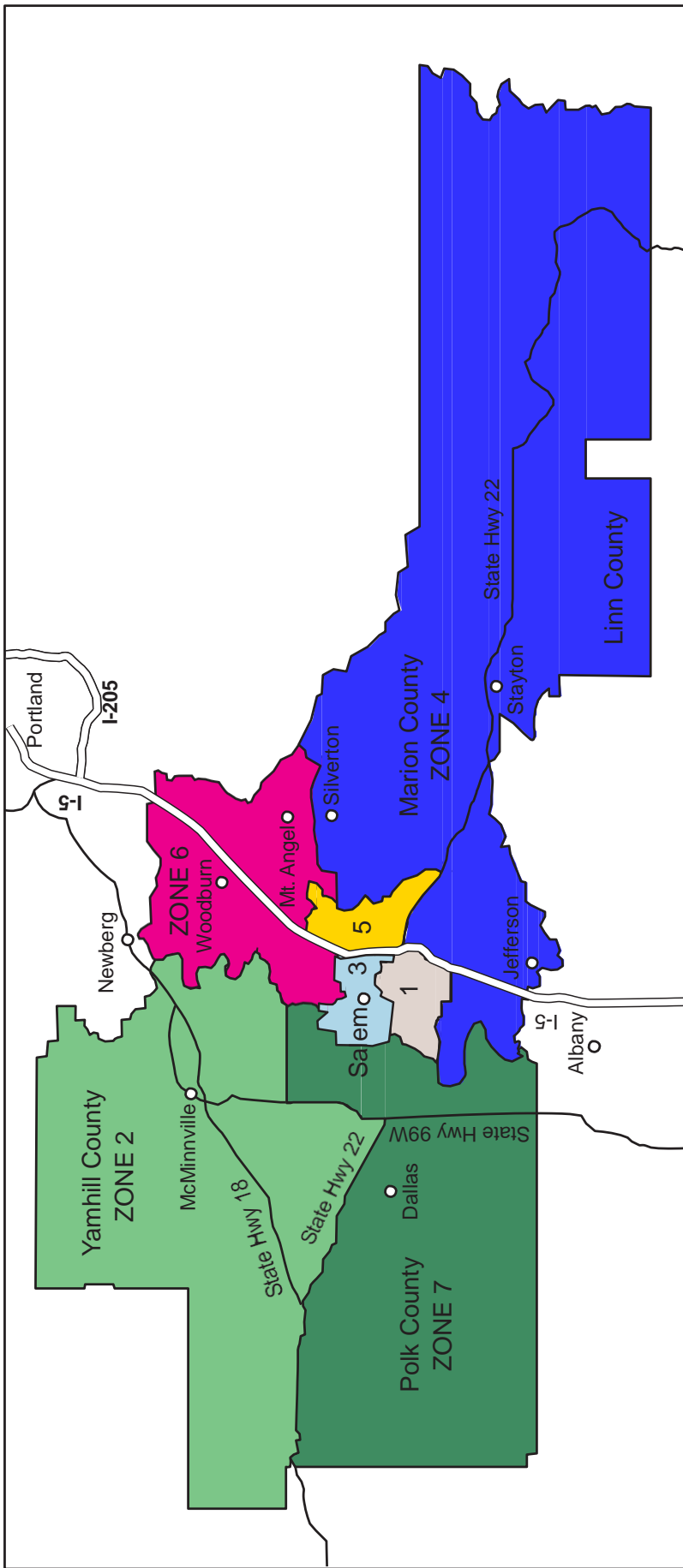
- SINGLE OCCUPANCY**
- Building 2—First floor
- Building 4—Second floor
- Building 5—Second floor
- Building 6—First floor
- Building 8—First floor
- Building 20—First floor

- 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
- Building 8—First floor
- Building 20—Second floor
- Building 40—Second floor



Chemeketa Community College
District Boundary and Board Zones



Board Members

ZONE 1	Ed Dodson
ZONE 2	Ron Pittman
ZONE 3	Neva Hutchinson, Chairperson 2018-2019
ZONE 4	Ken Hector
ZONE 5	Jackie Franke
ZONE 6	Diane Watson, Vice Chairperson 2018-2019
ZONE 7	Betsy Earls

Handouts
July 25, 2018

PARTICIPANTS IN BOARD PRESENTATION
WORKSHOP MEETING
JULY 25, 2018

WORKSHOP MEETING 4:30 PM
Yamhill Valley Campus—Building 1, Room 101–105

Workshop-A—Yamhill Valley Campus (YVC) Update

- Paul Davis, Director—Career and Technical Education
- Danielle Hoffman, Director—Transfer, Transition, and Student Services
- Jose Garcia, Juntos and Education Coordinator
- Julie Miller, Chemeketa WORKS Internship Coordinator
- Alyssa Briant, Student
- Joana Garcia, Student
- Jose Isreal Plascencia, Student
- Hunter Roth, Student
- Samantha McMillan, Student
- Ashley Velasquez, Student
- Julianna Pilafian, Student Services Specialist
- Jennifer Silkey, Library and Tutoring Center Lead
- Natalie Beach, Dean—Library and Learning Resources
- Kathryn Ellis, YVC student advisor
- Renae Burger, Department Technician II
- Tracie Burger, Coordinator
- Michelle Dyer, Department Technician II
- Jean Cole, YVC student advisor
- Jorge Anaya, Part-Time instructor

Chemeketa - Yamhill Valley Campus

Workshop

7.25.2018

Agenda

- Chemeketa WORKS- Internships
- Early Childhood Education
- Library and Tutoring
- Summer Bridge
- Juntos

Chemeketa WORKS

Internships

Pilot Year Highlights

- Highly engaged Steering Committee
- Building bridges between Yamhill County businesses and Chemeketa programs/faculty leads
- Increase in student applications
- Increase in students seeking out career development support (resumes/cover letters/mock interview)
- Internship outcomes:
 - 17 PAID, project-based internships since Winter Term
 - Pathway to employment-73% hire rate
 - Refined Career Direction because of experience
 - High ratings on student and business evaluations

Joana Garcia

BUSINESS:
Lutheran Community Services-
A Family Place



a family place

RELIEF NURSERY OF YAMHILL COUNTY



Chemeketa Works

Chemeketa Community College

Hunter Roth

BUSINESS:
A.R.E Manufacturing, Inc

 **A.R.E.**
MANUFACTURING, INC.



Chemeketa Works
Chemeketa Community College

Samantha McMillan

BUSINESS:
SwedeMom Center of Giving



Chemeketa Works
Chemeketa Community College

Jose Israel **Plascencia**

BUSINESS:
McMinnville Area
Habitat for Humanity



Chemeketa Works
Chemeketa Community College

Alyssa Briant

BUSINESS:
McMinnville Water & Light



Chemeketa Works
Chemeketa Community College

Early Childhood Education

Early Childhood Education

- Earn two early childhood certificates in one year (*Infant/toddler certificate* • *Preschool certificate*)
- Classes planned for working adults—Friday evenings & Saturdays
- Receive academic support alongside program courses
- Discuss language support for non-native English speakers
- Reduced Tuition

Student Perspective's

Library and Tutoring

Tutoring & Library Center

2017/2018 Academic Year Updates

- Space/furniture reconfiguration
- Lending Library
- Page Turners
- Embedded Tutoring
- District wide Advanced Tutor training
- Study Skills workshops
- Placement Test Prep/Improvement Support
- Jen Silkey- President, Northwest College Reading & Learning Association (CRLA)

Summer Bridge

Summer Bridge Program

- 2018 High School Graduates

Many have risk factors that may pose barrier(s) to earning a college certificate or degree, including

- ❖ First-generation
- ❖ Second language learners
- ❖ Family and/or employment responsibilities

Summer Bridge Program

20 hours of support with the intention of helping students succeed by:

- Introducing them to the college campus
- Taking a course for college credit
- Developing a plan to pay for college, including the opportunity to earn scholarship money
- Establishing relationships with assigned academic advisor, counselors, faculty and staff as a support system before they begin fall term

Summer Bridge Program 2018

20 hours of support with the intention of helping students succeed by:

- Introducing them to the college campus
- Taking a course for college credit
- Developing a plan to pay for college, including the opportunity to earn scholarship money
- Establishing relationships with assigned academic advisor, counselors, faculty and staff as a support system before they begin fall term

Middle/High School Partnerships

- Campus visits from schools throughout Yamhill County
- Presentations at high schools around “College 101”, financial aid & scholarship opportunities
- Support for submitting college application
- Health Career Day
- Get Ready for Chemeketa event

Juntos

para una
mejor educación
Juntos



Oregon State University
Open Campus



Juntos & Open Campus Partnership with OSU



Juntos

College- & Career-Readiness Program

Latino / Spanish Speaking Families

100% Graduation Rate,

92% Post-secondary Education

100%
High School
Graduation Rate

Started in November 2015

Yamhill County Schools:

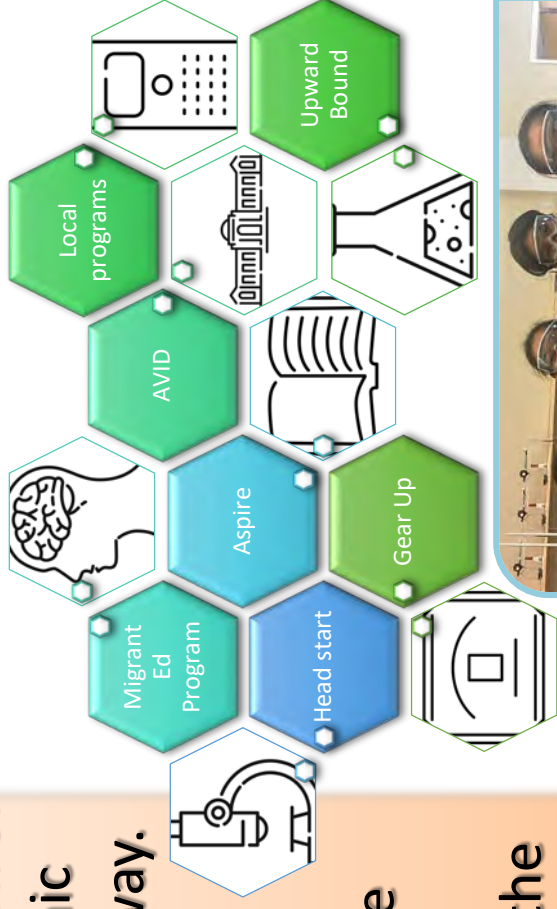
- **Dayton High School**
- **Duniway Middle School**
- **Patton Middle School**
- **McMinnville High School**



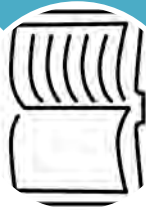
Filling the Gaps for Latino Students and Families

Juntos works within a network of programs promoting academic success along the K-12 pathway.

Juntos fills a critical need for Latino families in Oregon. The program validates the family context of our students and the curriculum is responsive to the barriers and opportunities they encounter.



Juntos Core Components



Workshop series delivering curriculum

- 6 weeks for high school families, 5 weeks for middle school



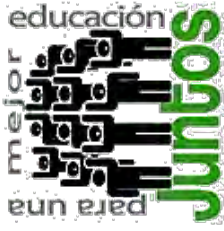
Ongoing monthly family nights



College visits and college-oriented programming



Mentoring, Advising, Clubs for student engagement, PTAs, Summer Camps



Six elements for a successful program

Snapshot of Juntos in Yamhill

- **>160 students (and their families) served**
- **>560 total people completed workshops**
- **Average of 15 families per cohort**
- **4 college visits/tours to Chemeketa**
 - **Including: YVC, Brooks, Salem**
- **2 middle school STEM Camps hosted at YVC**
- **2 high school STEM Camps hosted at OSU**
- **Many parents take interest GED, English, and Citizenship classes at YVC**

Outreach and Engagement

- **Workshops, Family Nights, College Visits, Clubs, Camps**
- **Community Resource Fairs**
- **Sabor Latino event**
- **Facebook groups / Remind app**
- **McMinnville Hispanic PTA**
- **Service Integration Teams / Latino Advocacy Coalition**

Cynthia Gomez

- **McMinnville Grad**
- **Chemeketa, LERE Program Student**
- **Plans to transfer to WOU after Chemeketa**
- **Motivated and Determined**
- **Bright future ahead...**





Gracias

