

Minutes  
June 15, 2022

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

May 18, 2022

**I. EXECUTIVE SESSION**

Jackie Franke, Chair, called Executive Session to order at 3:35 pm in the Board Room, Building 2, Room 170, at the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(i), evaluating the chief executive officer.

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

**College Administrator in Attendance:** Jessica Howard, President/Chief Executive Officer.

Executive Session ended at 4:04 pm.

**II. WORKSHOP**

Jackie Franke, Chair, called the workshop to order at 4:13 pm in the Board Room, Building 2, Room 170, at the Salem Campus.

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

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

**Math and Developmental Writing Corequisites**

Keith Schloeman, Mathematics Program Co-Chair presented on MTH 105 with corequisite support. Keith covered the goal of the initiative, the model for the non-STEM math pathway, MTH105 with co-requisite support, fall 2021 term results, and next steps, and acknowledged the math faculty assisting in this effort.

Chris Kato, Dean, Academic Development presented on developmental reading and writing co-requisites. Chris covered what makes corequisites effective; accelerated placement history; three models: the move to non-credit, the modified learning community, and integrated education and training; and the future of co-requisites.

**Designed for Persistence—Student Athletes**

David Abderhalden, Athletic Director discussed athletics at the college; athletic traditions; and the student athlete experience from 2015---2021: personal development, academic support, athletic experience, and transition to four-year institution. David introduced three student athletes and they each shared their experiences at Chemeketa.

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Board members asked clarifying questions during the workshops. Jackie Franke thanked staff for their presentations.

The workshop ended at 5:02 pm.

### III. ADMINISTRATION UPDATES

Jackie Franke, Chair, called the meeting to order at 5:09 pm in the Board Room, Building 2, Room 170, at the Salem Campus.

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

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

Updates were discussed with the board regarding bond updates, the President's monthly report to the board, and agenda preview.

Administration updates ended at 5:57 pm

### IV. REGULAR SESSION

#### A. CALL TO ORDER

Jackie Franke, Chair reconvened the board meeting at 6:02 pm.

#### B. PLEDGE OF ALLEGIANCE

#### C. CHEMEKETA LAND ACKNOWLEDGEMENT

Jackie Franke read the land acknowledgement.

#### D. ROLL CALL

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

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

**Board Representatives in Attendance:** Josh Wray, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA); Aaron King, Chemeketa Classified Association (CCA); and Megan Cogswell, Chemeketa Exempt Association (CEA).

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**E. COMMENTS FROM THE PUBLIC**

None.

**F. PUBLIC HEARING ON PROPOSED BUDGET**

Jackie Franke opened the public hearing for the proposed budget for FY22–23 and asked Aaron Hunter if any public comments had been received. Aaron noted that a public notice was posted and that the information on the public website advised any individual who was inclined to submit comments by 5:00 pm on May 17. He also indicated that no comments or questions were received. Jackie closed the public hearing for the proposed budget.

**G. SPECIAL HONORS**

Layli Liss, Associate Dean and Daniel Couch, Chair, Excellence in Teaching Award Committee discussed the Excellence in Teaching Award. Jackie Franke, Mike Vargo, and Jessica Howard presented Taylor Marrow III (via Zoom), full-time faculty in History and Brent Mobley-Oorthuys, part-time faculty, Health Information Management the first annual inaugural Excellence in Teaching awards. Taylor and Brent said a few words and the board and staff congratulated them for the great job they do.

**H. APPROVAL OF MINUTES**

Ken Hector moved and Diane Watson seconded a motion to approve the Budget Committee and College Board of Education minutes from April 20, 2022.

The motion CARRIED.

**I. REPORTS**

**Reports from the Associations**

Josh Wray, Associated Students of Chemeketa (ASC) and Megan Cogswell, Chemeketa Exempt Association said their reports stand as written.

Steve Wolfe, Chemeketa Faculty Association said his report stands as written, congratulated Taylor Morrow III and Brent Mobley-Oorthuys for their Excellence in Teaching Awards and also Shannon Othus-Gault, Geology and General Science instructor for publishing an article in the journal *Earth and Space Science*. She has additional articles waiting to be published.

Aaron King, Chemeketa Classified Association (CCA) noted CCA has been advocating for quality working conditions for classified employees and thanked Vivi Caleffi Prichard, David Hallett, and Alice Sprague for actively listening to employees who came forward.

**Reports from the College Board of Education**

Ed Dodson attended the Oregon Community College Association (OCCA) legislative committee meeting, the HB 2590 legislative hearing at Western Oregon University (WOU), the OCCA Oregon Student Success Center (OSSC) advisory committee, the President's Compensation committee meeting, the Marion County Second Chance breakfast, the National Association for the Advancement of Colored People (NAACP) banquet, the EOLA barrel tasting, the OCCA board forum and board meeting, the Chemeketa student art show, the ASCETA design-the-future meeting, and the Brooks Campus pancake breakfast.

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Neva Hutchinson attended the HB 2590 legislative hearing at WOU, the President's Compensation committee meeting, the Marion County Second Chance breakfast, the NAACP banquet, and the Brooks campus pancake breakfast.

Ken Hector attended the Marion County Second Chance breakfast, the quarterly meeting with President Jessica Howard, two Silverton Chamber business meetings, two Silverton Rotary meetings, and the Association of Community College Trustees (ACCT) Public Policy and Advocacy committee meeting.

Betsy Earls met with Scott Dadson from the Mid-Willamette Valley Council of Governments (MWVCOG) to discuss her role on the MWVCOG board before its June meeting.

Diane Watson attended the Marion County Second Chance breakfast, the EOLA barrel tasting, the quarterly lunch with President Jessica Howard, and the Brooks campus pancake breakfast. She also sent letters of support to three Oregon congressional representatives regarding HR4521.

Ron Pittman attended the National Center for Higher Education Management Systems (NCHEMS) Higher Education Landscape Study meeting, agenda review, the quarterly lunch with President Jessica Howard, a meeting with Danielle Hoffman and Paul Davis from the Yamhill Valley Campus (YVC), and the McMinnville Chamber Greeters on Friday mornings.

Jackie Franke attended the President's Compensation committee meeting, the Marion County Second Chance breakfast, the Brooks campus open house and pancake breakfast, four East Salem Rotary meetings, a Mexican Heritage celebration, a McKay Commons Project, agenda review, and the quarterly lunch with President Jessica Howard.

## **J. INFORMATION**

### **Annual Graduation Exercises**

Bruce Clemetsen provided an update on the Friday, June 10, 2022 commencement. This will be a drive-thru "car-mencement" parade-style ceremony through campus, and will be recorded and live-streamed.

### **College Policies—Educational Program 4000 Series, #4015–#4070, #4080, #4210, and #4230–#4320**

Mike Vargo stated there were twelve policies being presented to the board, and that these were on the normal three-year review cycle. The only substantive changes were to the graduation requirements policy, adding the Bachelor of Applied Science degree and removing the Adult High School Diploma because the college no longer offers that.

### **Full-Time Faculty; Part-Time (Adjunct) Bargaining Faculty; and Part-Time Non-Bargaining, Non-Credit Salary Schedules for 2022–2023**

David Hallett said the faculty salary schedules were bargained during faculty negotiations last year, and the board will be asked to approve the salary tables at the June board meeting.

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### **Suspension of Juvenile Justice Associate of Applied Science Degree**

Megan Gonzales, Program Chair, Criminal Justice noted the last three-to-four years they have been working with the Criminal Justice Advisory Committee to try to increase numbers, offer courses at different times, and utilize different modalities, and yet the program continued to dwindle and take resources from other programs. The college is working with the individual students in the program to ensure that they can complete their degree within a two-year cycle. The board will be asked to approve the suspension at the June board meeting.

### **Computer Science Major Transfer Map (MTM)**

Andrew Scholer, Program Chair, Computer Science noted that the two new associate of science transfer computer science (AST-CS) degrees, one for each track of the major transfer map (MTM), will replace the existing ASOT-CS and provide stronger guarantees for students upon transfer, a clearer roadmap, and fewer excess credits taken. The board will be asked to approve the AST-CS degree at the June meeting.

### **Suspension of Sustainability in Management Career Pathway Certificate of Completion/Sustainability in Management Career Pathway Certificate of Completion**

R. Taylor, Dean, Business and Technology Programs and Early Childhood Education noted that the current certificate does not allow leeway for course substitution which is challenging for students when a required course is canceled, and creates insufficient enrollment because the program is not being promoted. The proposed changes will allow more students to complete the certificate as an entry-level option. The board will be asked to approve at the June board meeting.

## **K. STANDARD REPORTS**

### **Personnel Report**

Alice Sprague, Associate Vice President of Human Resources said the report stands as written and provided a few highlights. The three new employees under the new hire section are funded by grant funding and self-support.

### **Budget Status Report**

Aaron Hunter noted on page 53, Statement of Resources and Expenditures that everything is in order as far as budget to actuals; however, there is an error under the state appropriations-current line item. The fifth CCSF payment for this year has been included and is usually shown as state appropriations-deferred to FY 23. That will be corrected for the next report. Aaron noted that on page 54, Budget Status Report that the exempt, classified, faculty and part-time faculty salaries on all encumbrances are now projected through the end of the fiscal year. The insurance and maintenance accounts are fully expended for the year, and the staff development and travel accounts have a carryover and that is due to less traveling because of COVID. On page 55, Status of Investments there are no new investments or maturities for April. In May a new one will be added. The local government investment pool has moved 10 basis points in the last month, and then in the middle of May it will go up another 10 basis points.

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**Capital Projects Report**

Michael Kinkade said the report stands as written and noted that the Agriculture Complex greenhouse is complete and the hoop houses are under construction. In addition, six of eleven HVAC upgrades are underway as well.

**Recognition Report**

Jessica Howard acknowledged all the employees in the written report.

**L. SEPARATE ACTION**

Approval of Retirement Resolution No. 21-22-26, David J. Horton

Diane Watson read David J. Horton's retirement resolution. This employee worked a total of 30 years and 6-months.

Ken Hector noted there was a typo in the resolution number and moved approval of resolution No. 21-22-26. Neva Hutchinson seconded a motion to approve the retirement resolution of David J. Horton

The motion CARRIED.

Jackie stated that she attended the April 29th In-Service and said the overall program was great and that President Jessica Howard's comments were inspiring for the future and recognized and acknowledged all of the work that is going on and individuals involved. Jackie asked that Jessica send the board her comments.

**M. ACTION**

Ron Pittman moved and Betsy Earls seconded a motion to approve consent calendar items No. 1-7.

The motion CARRIED.

Ron Pittman would like the board to meet to discuss the materials from the NCHEMS conference in Eugene.

**N. APPENDICES**

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

**O. FUTURE AGENDA ITEMS**

None were heard.

**P. BOARD OPERATIONS**

None.

**Q. ADJOURNMENT**

The meeting adjourned at 7:01 pm.

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Respectfully submitted,

**Julie Deuchars**  
Board Secretary

**Jessica Howard**  
President/Chief Executive Officer

**Jackie Franke**  
Board Chair

Date