

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 logo is partially obscured by a white rectangular box.

Regular Meeting

June 20, 2018

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

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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.

CHEMEKETA INFORMATION TECHNOLOGY DEPARTMENT 2018 REPORT

Prepared by

J.D. Wolfe, Director—Chemeketa Information Technology Department
Tim Rogers, Associate Vice President/Chief Information Officer

The Chemeketa Information Technology (IT) Department makes available a technology-related environment of the highest quality in the most cost-effective manner to facilitate the mission of Chemeketa Community College as it applies to each student, faculty member, staff member, and visitor. This environment must be managed in a way that assures high levels of reliability and usefulness in a cost-effective manner as possible. While providing open access to information, the department must maintain suitable protection of personal and other confidential information.

To accomplish this, IT provides several key areas of focus. These areas include technical support, core infrastructure, information security, IT project management, embedded resources, and Enterprise Resource Planning (ERP) support (Banner).

TECHNICAL SUPPORT FOR CHEMEKETA

- Provides help desk support for students, faculty, and staff; which can be reached by walk-in, phone, or online computer ticketing system
- Provides hands-on technical and media support to classrooms, faculty, and staff by responding to requests that are out of help desk scope
- Classroom technology preparation before each term

CHEMEKETA CORE INFRASTRUCTURE

- All college-wide network infrastructure
- Wi-Fi
- College phone system
- Chemeketa Data Center
- Server virtualization

CHEMEKETA INFORMATION SECURITY

- Oversee defensive technologies such as firewalls and encryption
- Perform audits to catch suspicious activities
- Forensic investigations from a technological perspective
- Ensure college policies and guidelines are being followed

CHEMEKETA IT PROJECT MANAGEMENT

- Provide project management to high-level college technical initiatives
- Assist with technology aspects of small projects
- Unify IT efforts with a focus on Confidentiality, Integrity and Availability, also known as the CIA triad, when integrating new technology

Workshop-A
June 20, 2018

CHEMEKETA IT EMBEDDED INITIATIVE

- Provide technical short- or long-term resources to departments that have high-level technical needs
- Technology liaison between IT and other service areas
- Improve IT's knowledge of service and program area needs to enhance the quality of project outcomes
- Speed work and decision-making process

CHEMEKETA IT ENTERPRISE RESOURCE PLANNING SUPPORT (BANNER)

- Lead upgrades for Banner
- Integrate third-party solutions with Banner
- Troubleshoot to resolve Banner and related issues
- Shifting to light customizations
- Reporting

Board Reorganization
June 20, 2018

REORGANIZATION OF THE COLLEGE BOARD OF EDUCATION

Prepared by

Julie Huckestein, President/Chief Executive Officer

In accordance with board policy, a chairperson and vice chairperson shall be elected at the yearly organizational meeting.

It is recommended:

1. That the College Board of Education elect Neva Hutchinson to serve as chairperson of the governing board for the 2018–2019 year.
2. That the College Board of Education elect Diane Watson to serve as vice chairperson of the governing board for the 2018–2019 year.

Minutes
June 20, 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 May 16, 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.

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CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

May 16, 2018

I. EXECUTIVE SESSION

The College Board of Education met at 3:38 pm for Executive Session in accordance with ORS 192.660(2)(i) Evaluation of the President/Chief Executive Officer. The meeting was held at the Brooks Regional Training Center, 4910 Brooklake Road NE, Building 2, Room 101.

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.

Executive Session took a recess at 4:10 pm.

II. WORKSHOP

Ken Hector, Chair, called the workshop to order at 4:30 pm. The workshop was held at the Brooks Regional Training Center, 4910 Brooklake Road NE, Building 2, Room 102.

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 Campus.

A. American Association of Community Colleges (AACC) Award

Jim Eustrom introduced Don Brase, executive dean of General Education and Transfer Studies, who read excerpts from the nomination letter for Maria Cruse for the Dale Parnell Distinguished Faculty Award. A medallion and flowers were presented to Maria on behalf of the board and the college.

B. Developmental Education Update

Updates were shared in the development reading, study skills, writing and math areas. Alissa Hattman, instructor for developmental writing, used a PowerPoint to guide her presentation. It covered data and trends in academic quality, student success, and current projects. A flowchart showing the assessment process for developmental writing was reviewed. Charts showing quarterly comparisons of student learning outcomes assessment was shared. This assessment piece is critical to compare from term-to-term (fall 2015–fall 2017) or year-to-year (2010–2017) to determine where and what adjustments can be made to increase progression and completion. Developmental writing staff are currently working on three projects—co-requisite pilots, writing consultancy, and global prerequisites.

Layli Liss, instructor in Reading and Study Skills, used a PowerPoint to provide an overview of the College Reading and Study Skills program. Layli reviewed the student success resources

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available to students including the Study Skills Center and study skills “consultants,” early alert, and “intrusive” support. In 2008, faculty started to do an end-of-course assessment for developmental reading (RD080 and RD090) and transfer level reading (RD115). As a result, in the two developmental reading courses, emphasis is placed on understanding and applying an academic reading process in the reading courses. For transfer reading, understand, apply, analyze, and metacognition (if students do not understand what is read, techniques to use to help comprehension) are the main focus. Curriculum goals were shared in the developmental and transfer level reading and study skills coursework. Since fall 2016, reading course materials are under \$40 thanks to faculty who have created course packets and use open educational resources. Other collaborations include AVID for higher education support, Study Skills and Tutoring Center resources, and FYE105.

Michael Milhausen, dean of Science, Math, Engineering and Computer Science used a PowerPoint to share an overview of the four courses in the main math pathway (MTH020, MTH060, MTH070, and MTH095), program initiatives, alternate state math pathway, the essential elements of the Emporium Model (from the National Center for Academic Transformation), and the essential elements of the Chemeketa Math Lab. Bar charts were reviewed to show a four-year comparison (2012–2015) of the four math courses in passing grades, enrollment, and Salem campus and online passing grades. Math initiatives and pilots include following a cohort of students from the TRiO/CAMP/CCP programs in the MTH070 through MTH111 sequence; a completion bridge course to provide students on the edge of passing some extra time to focus on what the student is missing to complete the course; and multiple measures to determine proper placement in developmental math courses.

Other developmental education and math staff and faculty in the audience were acknowledged—Abby Hoffar, Chris Kato, Laura Leon-Cipriano, Adam Mennig, Aspen Padilla, and Wayne Barber. The board thanked Alissa, Layli, and Michael for their presentations.

The workshop ended at 6 pm, and a recess was taken.

III. A. EXECUTIVE SESSION

Executive Session was reconvened at 5:41 pm at the Brooks Regional Training Center, 4910 Brooklake Road NE, Building 2, Room 101. Executive Session was held in accordance with ORS 192.660(2)(e) real property.

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 Campus.

Executive Session ended at 6:40 pm.

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III. B. ADMINISTRATION UPDATES

Open session was reconvened at 6:41 pm. Updates were shared or discussed with the board on board chair and vice chair; visits to district school board meetings; board calendar preview; OCCA board summer training; snapshots of Oregon Higher Education institutions; the Aspen award; Title IV recertification; Western Oregon University (WOU) at the Center for Business & Industry; WOU transfer pathways; Office of Civil Rights update; Marketing and Public Relations update; and board agenda preview.

A recess was taken at 6:55 pm.

IV. REGULAR SESSION

A. CALL TO ORDER

Ken Hector, Chair, reconvened the board meeting at 7 pm. The meeting was held at the Brooks Regional Training Center, 4910 Brooklake Road NE, Building 2, Room 102.

B. PLEDGE OF ALLEGIANCE

Ken Hector led the group in the Pledge of Allegiance.

C. ROLL CALL

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

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; Justus Ballard, Chemeketa Faculty Association; and Allison Stewart Hull, Chemeketa Exempt Association.

D. COMMENTS FROM THE AUDIENCE

None were heard.

E. PUBLIC HEARING ON PROPOSED BUDGET

Ken Hector opened the public hearing to hear testimony on the proposed budget. No public testimony was given regarding the proposed budget for 2018–2019. The public hearing was closed.

F. APPROVAL OF MINUTES

Jackie Franke moved and Diane Watson seconded a motion to approve the Budget Committee and regular board meeting minutes of April 18, 2018.

The motion CARRIED.

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G. SEPARATE ACTION

Retirement resolutions for Michele E. Paulson, No. 17-18-21; Robin Gilley, No. 17-18-22; Sally C. Jasper, No. 17-18-23; Christine A. Linder, No. 17-18-24; Joyce A. Park, No.17-18-25; and Guinne L. Muir, No.17-18-26, were read by board members.

Ron Pittman moved and Jackie Franke seconded a motion to approve the retirement resolutions.

The motion CARRIED.

Sally Jasper, Joyce Park, and Guinne Muir were in attendance and they were presented with their framed resolution and were congratulated and thanked for their years of dedicated service to the college.

H. REPORTS

Reports from the Association

Isaac Acosta was ill and could not attend the meeting; the ASC report stands as written. Justus Ballard reported the faculty association report stands as written. Terry Rohse made one addition to his written report. The classified board made personal donations that totaled \$150 and purchased a drawing by Marjorie Ferry, retired faculty member, at the Student Art Show. Allison Stewart Hull said the exempt association report stands as written.

Reports from the College Board of Education

Ed Dodson attended the Mid-Willamette Education Council (MWEC) meeting, a Student Success Oversight Committee meeting, the Oregon Community College Association (OCCA) All-Oregon Academic Team luncheon, a number of Storm women softball games, the Affordable Learning recognition, Chemeketa Center for Business & Industry (CCBI) Small Business Celebration, St. Joseph's fund raiser in Mt. Angel, employee retirement celebration, Cooperative Work Experience (CWE) employer appreciation lunch, Student Art Show, SEDCOR Economic Forum, Yamhill Valley STARS celebration, and the Emergency Services open house.

Ron Pittman met with Paul Davis and Danielle Hoffman to hear updates about Yamhill Valley Campus (YVC) and attended the YVC STARS reception. Ron invited everyone to attend the UFO Festival on Saturday, May 19; the parade starts at 2 pm and the YVC Campus, again, has a float and hope to continue their winning streak.

Jackie Franke attended the Marion-Polk-Yamhill Foster Parent Association annual meeting, St. Joseph's Shelter annual dinner, the employee retirement celebration, a Department of Human Services Foster Parent Appreciation event, and the Student Art Show. Jackie also joined Neva and Julie at the Salem-Keizer School District board meeting and shared information on the number of high school students who participated in College Credit Now, Oregon Promise, and Chemeketa Scholars and how much money was saved.

Diane Watson attended a Keizer Chamber event where Mayor Cathy Clark gave a state of the city address, North Santiam Chamber community awards, the American Association of Women in Community College (AAWCC) luncheon, the Foundation STARS recognition at the Broadway

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Commons, the Affordable Learning celebration, employee retirement celebration, the CWE employer appreciation lunch, and the Talent Summit in Portland.

Neva Hutchinson attended the OCCA All-Oregon Academic team luncheon, North Santiam Chamber community awards, Affordable Learning ceremony, Small Business Management graduate luncheon, employee retirement celebration, SEDCOR Oregon Economic Forum, Oregon Talent Summit, Foundation STARS reception at YVC, the Salem-Keizer District board meeting, and the Emergency Services open house.

Betsy Earls attended meetings with the Dallas Chamber, Independence-Monmouth Chamber, West Salem Rotary, and three Oregon Business Plan meetings.

Ken Hector attended the Foundation STARS recognition in Salem, Affordable Learning celebration, Small Business Management celebration at CCBI, employee retirement reception, and two meetings of the Silverton Chamber Business Group. Ken also participated in a monthly Association of Community College Trustees (ACCT) Public Policy and Advocacy conference call and made a presentation to the Cascade School District board with Johnny Mack. Lastly, the annual Silverton Pet Parade will be held this Saturday, May 19, at 10 am in Silverton, and Ken invited everyone to attend.

Reports from the Administration

Jim Eustrom reported the seven public universities and 17 community colleges have begun working on a unified state transfer agreement. Chemeketa is the only institution that has a faculty member or administrator on each of the program/discipline areas—Wynn Cudmore, Biology; Eva Payne, English; Karen Edwards, Business; and Cecelia Monto, Education.

I. INFORMATION

Annual Graduation Exercises

Heather Misener, graduation coordinator, reported the 62nd commencement is scheduled for Friday, June 16, 6 pm, at the Pavilion at the Oregon State Fairgrounds. Board members were asked to arrive by 5:30 pm to get gowned and to line up for the processional. The after-graduation celebration for employees and board members will be held at the Floral Building, located behind Columbia Hall.

Regional High School Math Contest

Wayne Barber said the written report gives details about the annual math contest that was held on April 12. He shared the background and purpose of the math contest and said there is still excitement and good participation from area high schools. Silverton High School won the relay. Wayne thanked the board and the college administration for their support; math faculty who developed the questions, tests, and estimation problems; Visual Communications students who designed the t-shirts; and college staff who volunteered to help make the event a success. The math relay was moved to the gym this year, which was a good move since it rained. Next year's date has already been set for Friday, April 12, 2019.

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College Policies #1730, Grants–Special, State, and Federal Programs; #6610, College Bookstore; and #7210, College-Support Organizations

Rebecca Hillyer presented three policies that were reviewed by the President’s Advisory Council. These policies will be brought back in June for board action.

College Policies #4020, Academic Calendar; #4075, Credit Hour Policy; and #4090, Charter School Sponsorship Language

Jim Eustrom presented three policies that were reviewed by the Academic Standards Advisory Council. For Policy 4090, the legislative bill has sunsetted so it will be deleted. Ed Dodson asked if students can challenge courses. Melissa Frey said a number of challenge exams are available and course substitutions can be made if approved by their advisor. Diane Watson asked if there is a reduced cost for challenge exams. Melissa said students must pay the tuition, but they are not charged the universal fee

Suspension of Networking Technology Essentials Certificate of Completion

Jim Eustrom reported that due to low enrollment and recommendation by the Electronics Advisory Committee, the college proposed suspending the Networking Technology Essentials Certificate. Board Action will be requested next month.

Affirmative Action Annual Report

Alice Sprague, Human Resources (HR), and Linda Herrera, Diversity and Equity director, shared the annual Affirmative Action report. In addition to the statistics in the board packet, a PowerPoint with a handout showing workforce statistics for 2016 compared to 2017 and pie charts of student profiles for fall 2016 compared to fall 2017 was provided. Alice and Linda walked through the charts and comparisons and answered questions.

Table 1 – Affirmative Action Job Category Examples

Table 2 – Chemeketa Workforce Statistics comparing employee job categories, minorities, and females from 2016 to 2017

Table 3 – Chemeketa Workforce Statistics comparing employee job categories and self-disclosed veterans from 2016 to 2017

Table 4 – Chemeketa Salaried Workforce Utilization Analysis from 2016 to 2017

Table 5 – Chemeketa Salaried Workforce Comparison of employee job categories of minorities and female for 2016 to 2017

Table 6 – Minority and Female Demographics comparison for 2016 and 2017

Table 7 – Recruitment and Applicant Flow by employee category for 2016 and 2017

Table 8 – Recruitment and Selection Patterns for the last ten years (2007–2017)

Recruitment and retention initiatives for creating a culture of inclusion included New Employee Orientation, an Employee Development Certificate, professional development opportunities, diverse advertising menu, recruitment fairs and outreach to diverse groups, and hiring guidelines for all salaried positions.

Classified; Exempt; Faculty; Hourly, Part-time/Temporary; Part-time (Adjunct) Faculty Bargaining and Part-time (Adjunct) Non-Bargaining Salary Schedule for 2017–2018

Alice Sprague reported salary table adjustments have been made based on negotiated bargaining agreements. However, negotiations are still in progress with the classified

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Association, so the classified salary schedule may change. Board approval will be requested in June.

Summer Bridge Programs 2018

Johnny Mack and Manuel Guerra, executive deans for Career and Technical Education and Student Learning Resources, respectively, shared four summer programs that will bring over 300 high school students to the Salem Campus. This includes Adventures in Technology funded by a STEM grant; the Migrant Program Career Exploration in collaboration with Salem-Keizer school district; Summer Melt funded by the Higher Education Coordinating Commission (HECC); and the AVID Summer Bridge.

Building Inspector Certificate

Glen Miller, director of the Polk Center, shared a short video about the two-year Building Inspection program featuring alumni who had gone through the program. Using a PowerPoint presentation, Glen shared industry and employment data, a description and term-by-term course listing, certifications that can be earned after completion of the certificate program, and the student costs. Questions were asked if this program would be available for veteran benefits, and why there are no writing and communication skills classes. Ryan West, financial aid director, said he would find out and let the board know about veteran benefits; writing and communication skills will be embedded in the core courses. Board action will be requested next month.

J. STANDARD REPORTS

Personnel Report

David Hallett thanked Alice Sprague, Linda Herrera, and the Human Resources staff for putting together the Affirmative Action report. The Personnel Report stands as written.

Budget Status Report

Miriam Scharer referred to the Statement of Resources and Expenditures. Miriam reported tuition and fees are below what was projected; however, the unanticipated timber taxes will help offset tuition revenue. Also, the fifth state payment was received and will be carried over to the 2018–2019 fiscal year. The budget status report reflects all retroactive adjustments as a result of the faculty contract ratification, and there is a deficit in part-time faculty salaries. However, these will be covered by the balance in the faculty salaries line item. In the Status of Investments report, the interest rate has increased to 2.10 percent.

Miriam drew attention to the green sheet for Action item No. 8, Approval of Communication Access Cart and Typewell Services Contract Award. Two contracts were awarded for this service—QuickCaption, Inc., from Riverside, California; and Karasch & Associates from West Chester, Pennsylvania, for an estimated combined value not to exceed \$400,000 and not to exceed five years. Ken Hector asked that bids be listed on future contract award reports.

Capital Projects Report

Rory Alvarez said the report stands as written. He noted the contractor for the soccer field met the delay and is again on track along with the softball field.

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Winter Term Enrollment Report

Fauzi Naas, director of Institutional Research, reviewed the headcount and FTE tables and charts. Winter reimbursable FTE was down 1.2 percent from last winter and unduplicated headcount was down 1.6 percent; year-to-date reimbursable FTE was down 3.9 percent and year-to-date unduplicated headcount was down 7 percent.

Student Success Data Points

Using a PowerPoint presentation, Fauzi reviewed the results of the New Student Engagement Survey that was done fall term 2017. The survey was done for brand new students, mostly high school graduates, after the third week of fall term. A total of 2,733 full- and part-time students were surveyed, 417 responded, for a 15.3 percent response rate. Data was shared on age, race/ethnicity, primary current education goal, satisfaction with services in the areas of financial aid, enrollment services, advising, information sharing and communication, and study skills and habits. Another survey is being done this spring for continuing students, and results will be shared at the board work session in September.

Recognition Report

Julie Huckestein acknowledged all the employees in the written report. Julie added the college won a bronze award for the best college in the *Statesman Journal* Best of the Mid-Valley. Willamette was the gold recipient; Oregon State University was the silver recipient.

K. ACTION

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

1. Approval of College Policies #2510, Sustainability; #7030, Providing Services Across the District; and #7110, Communications [17-18-147]
2. Approval of College Policy #5310, Student Financial Aid [17-18-148]
3. Approval of Budget Committee Member Selection Process for Vacancies in Zone 1 and Zone 5 for 2018–2021 [17-18-149]
4. Approval of Proposed Schedule of College Board of Education Meetings for 2018–2019 [17-18-150]
5. Approval of Presidential Evaluation Process [17-18-151]
6. Approval of Wine Hospitality Operations Certificate [17-18-152]
7. Approval of Visual Communications Multimedia Arts Associate of Applied Science Degree [17-18-153]
8. Approval of Communication Access Cart and Typewell Services Contract Award [17-18-154]
9. Approval to Amend the Current Lease Option to Purchase Agreement Regarding Real Property 500 NW Hill Road, McMinnville, Oregon [17-18-155]

The motion CARRIED.

L. APPENDICES

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

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M. FUTURE AGENDA ITEMS

None were heard.

N. BOARD OPERATIONS

None were heard

O. ADJOURNMENT

The meeting adjourned at 8:50 pm.

Respectfully submitted,



Board Secretary



Board Chair



President/Chief Executive Officer

Date 6/20/18

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Justus Ballard, President—Chemeketa Faculty Association

CFA EXECUTIVE BOARD FOR 2018–2019

The Chemeketa Faculty Association held its spring general meeting on Wednesday, May 30. At that meeting, the results of the CFA's spring elections for its Executive Board were announced:

Justus Ballard (English) will serve another two-year term as President.

Matt Davies (Religion and Philosophy) will serve another two-year term as Vice-President for Part-Time Faculty.

Leslie Maksun (Math) is new to the board and will serve a two-year term as Treasurer.

Chris Nord (Mathematics) will serve another one-year term as General Transfer Representative.

Denise Teixeira (Accounting) will serve another one-year term as CTE Representative.

Donna Bernhisel (English at Yamhill Valley) will serve another one-year term as Outreach and Academic Transitions Representative.

Friday Valentine (Library) is new to the board and will serve a one-year term as Non-Instructional Faculty Representative.

Shannon Kelley (English) is new to the board and will serve a one-year term as Part-Time Faculty Representative.

The positions of Vice-President for Full-Time Faculty and Secretary were not up for election this cycle, and Traci Hodgson (History, Women's Studies) and Jill Rupert (English) plan to serve the second year of their two-year terms.

The CFA would like to recognize and thank the outgoing members of the Executive Board. Teresa Prange (Accounting) did excellent work during her tenure as treasurer, keeping the books balanced and the relevant paperwork filed. Colin Stapp (Tech Hub) and Chris Cottrell (English) served as strong advocates for their non-instructional and part-time faculty colleagues.

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

The Chemeketa Community College Classified Employees Association (CCA) will be represented by CCA President, Terry Rohse. Terry will share a verbal report for the CCA at the June Board of Education meeting.

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Lynn Irvin, Secretary—Chemeketa Community College Exempt Association
Allison Stewart-Hull, President—Chemeketa Community College Exempt Association

SPRING TERM GENERAL EXEMPT ASSOCIATION MEETING

- Sixty members of the exempt association attended the association's spring term luncheon and meeting which was held on Wednesday, June 6.
- The exempt association presented \$1,000 scholarships this year to the following students: Paul Corbell, Jonathan Mangis, Brianna Shreve, CameoDawn Stice and Jamelle Weston. Two more scholarships are in the process of being awarded.

Several of the students shared heartwarming testimony.

- All enjoyed a wonderful barbecue lunch with a few of next year's scholarship recipients and their family members in attendance.
- The 2018–2019 board was introduced as follows:
 - Past President: Allison Stewart Hull
 - President: Rory Alvarez
 - President-Elect: Adam Mennig
 - Treasurer: Gloria Phipps
 - Secretary: Lynn Irvin
 - Members-at-Large: Angie Miller, Julie Peters, Matt Blankenship, Ashley Dern, Aspen Padilla, and Karen Alexander
- Andrew Bone, Deborah Sipe and Linda Herrera are all retired or retiring this year and were recognized and thanked for their service to the college.

Information-1
June 20, 2018

ANNUAL EVALUATION OF THE PRESIDENT

Prepared by

Ken Hector, Board Chair

The annual presidential evaluation was conducted in executive session on June 11, 2018. A summary will be shared during the regular meeting tonight.

COLLEGE POLICY #1740—ANNUAL CAMPUS SECURITY REPORT—CLERY ACT

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 at the July board meeting.

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.¹

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.² 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~~the 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.³

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

CYBERSECURITY ASSOCIATE OF APPLIED SCIENCE DEGREE OPTION

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.

The college's Board of Education will be asked to approve Computer Information Systems Cybersecurity Associate of Applied Science degree at the July 2018 Board of Education meeting.

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

PERSONNEL REPORT

Prepared by

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

NEW HIRES AND NEW POSITIONS

Jake A. Baker, Department Specialist—Human Resources, Governance and Administration Division, replacement, 100 percent, 12-month assignment, Range B-3, Step 2.

Susana Garcia, Instructional Technician-10-month—Academic Development, Academic Progress and Regional Education Services Division, replacement, 100 percent, 10-month assignment, Range B-1, Step 3.

Heather A. Mariger, Instructional Accessibility Advocate—eLearning and Academic Technology, General Education and Transfer Services Division, replacement, 100 percent, 12-month assignment, Range F-2, Step 7.

Tanya Molodyh, Financial Services Technician I—Business Service, College Support Services Division, new position, 100 percent, 12-month assignment, Range B-1, Step 1.

Keith A. Russell II, Dean-Liberal Arts—Liberal Arts, General Education and Transfer Services Division, replacement, 100 percent, 12-month assignment, Range D-5, Step 4.

Amelia L. Yzaguirre, Department Technician II—Advising and First Year Programs, Student Development and Learning Resources Division, replacement, 100 percent, 12-month assignment, Range B-2, Step 1.

POSITION CHANGES

Lori R. Jones, Department Technician II-11 month—Curriculum, Instruction and Accreditation, Instruction and Student Services Division, position changed from a 10-month assignment to an 11 month assignment, 100 percent, Range B-2, Step 9.

Christopher T. “Chris” Kato, Director-Adult Basic Skills—Academic Development, Academic Progress and Regional Education Division, position changes from interim position to a regular position, 100 percent, Range D-2, Step 1.

RETIREMENTS

Sheila A. McCartney, Instructional Coordinator/Analyst II—Mid-Willamette Education Consortium, Career and Technical Education Division, effective June 30, 2018.

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SEPARATIONS

Scott L. Bartlett, Student Services Assistant —Enrollment Service, Student Development and Learning Resources Division, effective May 31, 2018.

Angelika M. Buchanan, Instructor-Business Management Program—Business and Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division, effective June 18, 2018.

Jennifer C. Esparza, Department Specialist—Human Resources, Governance and Administration Division, effective June 15, 2018.

Roxanna Glang, Instructor-Psychology—Liberal Arts, General Education and Transfer Studies Division, effective June 18, 2018.

Gregory S. “Greg” Harris, Dean-Marketing and Student Recruitment/PIO— Marketing and Student Recruitment, Governance and Administration Division, effective June 30, 2018.

Adam M. Holden, Student Services Coordinator/Analyst II—Student Retention and College Life, Student Development and Learning Resources Division, effective July 31, 2018.

Mark E. Hughes, Custodian I—Capital Projects and Facilities, College Support Services Division, effective May 11, 2018.

Carolyn W. Milburn, Instructor-Nursing—Health Sciences, Career and Technical Education Division, effective June 18, 2018.

James R. Moss, Instructor-Vineyard Management—Agricultural Sciences and Wine Studies, Academic Progress and Regional Education Services Division, effective June 18, 2018.

Moses A. Navarro, Instructor-Electronics—Applied Technologies, Career and Technical Education Division, effective June 18, 2018.

Jared M. Short, Instructor-Communications—Liberal Arts, General Education and Transfer Studies Division, effective June 18, 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

The financial reports of the general fund and investments for the period from July 1, 2017, through May 31, 2018, are attached.

The following items are included in the report:

- General Fund Statement of Resources and Expenditures
- General Fund Budget Status Report
- Status of Investments as of May 31, 2018

Chemeketa Community College
Statement of Resources and Expenditures
As of May 31, 2018

Standard Report-2
June 20, 2018

Fund 100000 - General Fund Unrestricted

	<u>ADJUSTED BUDGET</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>% OF BUDGET</u>	<u>VARIANCE TO BUDGET</u>
Resources:				
Property Taxes	20,690,000	20,562,493	99.38%	(127,507)
Tuition and Fees	20,950,000	19,922,461	95.10%	(1,027,539)
State Appropriations - Current	31,080,000	32,464,237	104.45%	1,384,237
State Appropriations - Deferred to FY19	-	8,028,837	-	8,028,837
Indirect Recovery	1,910,000	1,602,647	83.91%	(307,353)
Interest	230,000	352,598	153.30%	122,598
Miscellaneous Revenue	180,000	574,646	319.25%	394,646
Transfers In	500,000	-	-	(500,000)
Fund Balance	8,800,000	9,039,874	102.73%	239,874
Total Resources	84,340,000	92,547,793	109.73%	8,207,793
Expenditures:				
Instruction	32,862,057	30,315,925	92.25%	2,546,132
Instructional Support	11,614,740	10,463,678	90.09%	1,151,062
Student Services	7,434,957	6,566,906	88.32%	868,051
College Support Services	15,668,307	13,612,681	86.88%	2,055,626
Plant Operation and Maintenance	6,609,939	5,534,931	83.74%	1,075,008
Transfers and Contingency	8,650,000	3,753,979	43.40%	4,896,021
Total Expenditures	82,840,000	70,248,100	84.80%	12,591,900
Unappropriated Ending Fund Balance	1,500,000			

**Chemeketa Community College
Budget Status Report
As of May 31, 2018**

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	7,924,013.00	6,880,797.14	620,229.26	422,986.60
6120	Classified Salaries	11,349,358.00	10,139,974.19	905,125.23	304,258.58
6124	Part-Time Hourly & Student Wages	1,304,767.00	1,225,275.82	-	79,491.18
6130	Faculty Salaries	15,303,163.00	15,070,739.13	216,834.91	15,588.96
6132	Part-Time Faculty	6,398,018.00	5,977,167.19	485,966.85	(65,116.04)
6510	Fixed Fringe Benefits	9,272,878.00	7,989,754.27	-	1,283,123.73
6511	Variable Fringe Benefits	12,745,787.00	11,246,085.66	-	1,499,701.34
6512	Other Fringe Benefits	380,000.00	325,240.00	-	54,760.00
	Subtotal Personnel Services	64,677,984.00	58,855,033.40	2,228,156.25	3,594,794.35

91.00%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,728,196.00	1,018,749.61	9,526.17	699,920.22
720	Equipment \$500-\$4,999	224,725.00	199,695.30	-	25,029.70
7300	Legal Services	115,094.00	65,685.84	-	49,408.16
7310	Insurance	519,080.00	493,407.74	-	25,672.26
7320	Maintenance	536,145.00	395,424.57	99,950.00	40,770.43
7330	Communications	884,346.00	763,073.03	850.00	120,422.97
7340	Space Costs	1,817,852.00	1,309,723.38	5,910.00	502,218.62
7350	Staff Development	157,617.00	152,885.48	-	4,731.52
7360	Travel	347,544.00	298,385.20	-	49,158.80
7370	Other Services	3,023,015.00	2,853,445.93	151,011.47	18,557.60
7550	Capital Outlay	158,402.00	88,611.41	-	69,790.59
8150	Transfers Out	4,900,000.00	3,753,978.64	-	1,146,021.36
8500	Contingency	3,750,000.00	-	-	3,750,000.00
	Subtotal Non-Personnel Services	18,162,016.00	11,393,066.13	267,247.64	6,501,702.23
	Report Totals	82,840,000.00	70,248,099.53	2,495,403.89	10,096,496.58

84.80%

STATUS OF INVESTMENTS AS OF MAY 31, 2018

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 5/31/2018</u>
Oregon Short-Term Fund - General	5/31/2018	On demand	\$29,758,139.84	2.10%
Oregon Short-Term Fund - Capital	5/31/2018	On demand	\$ 9,761,150.51	2.10%

13 week Treasuries 1.89% as of 5/31/2018

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

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

- Request for Qualifications (RFQ) for Ag Complex completed
The firm FFA Architecture and Interiors, Inc. was selected and the building planning team is currently in the process of meeting and touring other facilities. To date, tours have included Dancing Oaks Nursery and Gardens, Food for Lane County, Urban Farm at University of Oregon, Cabrillo College, and University of California (UC) Davis.

PROJECTS UNDER CONSTRUCTION

- Salem Campus Athletics Field
Backstop poles, concrete mow strips, and electrical and communication infrastructure are in place. The contractor is currently fine grading the soccer field surface in preparation for seeding. The project is still on track to be eligible for incentives. The date for the soccer field seeding is May 15, and softball seeding is June 15. Due to the schedule of grading, the soccer field must be completed before the softball field. These incentive dates provide a six-week window for grass to grow.
- Salem Campus Bus Loop
Repair of concrete that has caused many safety concerns is underway. Through this process, the entire location is being looked at including damage from tree roots and the flagpole area.

See Appendix–2; Campus Map pages 63–64.

CHEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICE REPORT

Prepared by

John Goodyear, Executive Director—Chemeketa Cooperative Regional Library Service
Jim Eustrom, Vice President— Instruction and Student Services/
Campus President, Yamhill Valley

The Chemeketa Cooperative Regional Library Service (CCRLS) report addresses activities in four areas: CCRLS Council; Polk, Yamhill and Marion (PYM) Librarians' Association; automation; and statistics.

COUNCIL ACTIVITIES

CCRLS Advisory Council met March 14, and May 2, at the Salem Public Library. Project and budget reports were reviewed. Katherine Schulte of Monmouth was recommended as the Polk County lay representative. Approval will appear as an action item on this month's consent calendar. In an effort to make meetings more convenient and avoid the worst Salem traffic, future meeting times were moved from 3 pm to 12 pm and lunch will be provided.

PYM LIBRARIANS' ACTIVITIES

Polk, Yamhill, and Marion (PYM) Library Directors met March 2, at Jefferson Public Library; on April 6, at Independence Public Library; on May 4, at Mt. Angel Public Library; and June 1, at Woodburn Public Library. The group toured the new Jefferson library construction site in March, and had a presentation in May, from Capitol Dental Care about their outreach program. The exterior is complete now, and interior completion is expected this fall. Salem will welcome Sarah Strahl as City Librarian on May 29. Staff from member libraries attended active threat training on the Salem campus and very much appreciated the college sharing access to such programs.

CCRLS ADMINISTRATIVE OFFICE

CCRLS happily welcomed two new staff additions. Jennifer Badzinski of Silver Falls joined the team as Administrative Secretary and Robena Barton from South Carolina joined a Technical Services librarian. Once the staff were all comfortable, they completed a team building exercise at Escape Tech in Salem. It was an interesting and enlightening experience. CCRLS staff is working with the libraries to obtain a public relations package for shared use. Additionally, they are working with a committee to provide an internet use policy for library staff. Director Goodyear was involved in two presentations at the Customers of SirsiDynix Users conference in Atlanta. In order to increase a web presence, CCRLS created Wikipedia and Facebook pages.

AUTOMATION

Work continues to make the portable Radio Frequency Identification (RFID) shelf readers work with existing Wi-Fi networks. This will allow the libraries to perform perpetual inventories to locate miss-shelved, missing, lost, and incorrectly checked-in items to the catalog. This will be much cleaner, and will save library staff a lot of work, instead of checking the shelves with printed lists. Along with this we continue working on database cleanup and maintenance.

CCRLS is very close to activating its new mobile app and is very excited by the features it will make available. Look for it soon.

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CCRLS is also getting closer to completing the upgrade of network components. This has been a drawn out and intense project. The broadband connections to the libraries are expected at the beginning of July. Patrons and staff should appreciate the increase in speed.

CCRLS has been working with Salem Public Library toward ending fines for children under 18. Willamina has already done so.

WINTER 2018 QUARTER 3 (JANUARY, FEBRUARY, MARCH)					
College stats not included since 12/2014		Winter 2018 Quarterly	Winter 2017 Quarterly	Quarterly % change	FY 2017– 2018 totals
Counts					
Patron		229,812	211,744	8.53%	-
Non-resident		36,482	32,961	10.68%	-
CARE cards		17,285	16,137	7.11%	-
Total Items		1,124,035	1,109,792	1.28%	-
Circulation Statistics					
Checkouts	100%	685,883	682,778	0.45%	2,056,597
Self-Check	35%	237,114	127,546	85.90%	619,791
Non-resident cards	13%	92,508	92,284	0.24%	272,216
CARE card	7%	45,803	43,714	4.78%	140,215
Small library collection		852	1012	-15.81%	2,544
Active patrons		46,840	45,294	3.41%	-
Hold Filled		112,207	107,132	4.74%	319,190
Interlibrary Loan					
Borrowed from outside		464	624	-25.64%	1,159
Loaned outside		1,005	271	270.85%	1,854
Borrowed/Loaned within CCRLS		80,753	77,938	3.61%	230,672
Online					
Telephone renewal logins		892	1,193	-25.23%	3,536
Internet initiated catalog visits		1,367	212	544.81%	13,577
CCRLS Catalog visits/sessions		178,877	169,779	5.36%	511,695
CCRLS Catalog users		61,310	61,118	0.31%	-
CCRLS Catalog searches		372,468	347,699	7.12%	1,036,437
CCRLS Database use		10,630	34,884	-69.53%	68,009
CCRLS provided eBook use		77,139	66,876	15.35%	224,376
Administrative					
Telephone notices delivered		16,504	15,387	7.26%	49,145
Printed notices		1,392	1,823	-23.64%	4,467
CCRLS Help desk resolution			442	-100.00%	481
CCRLS Courier Deliveries		205,067	189,189	8.39%	594,820

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.

SHEILA BROWN, HOLLY COOK, GREG HARRIS, LYNN IRVIN, TERRI JACOBSON, CINDY SCOTT, and ESTHELA ZENDEJAS are thanked for organizing the Retiree Celebration on May 7. Special thanks to MEDIA SERVICES and NORTHWEST INNOVATIONS. Twenty (20) retirees were honored, representing 445 years of service to the college—STEVE AGEE, SHERIE BALL, ROBIN BISCHOF, ANDREW BONE, LINDA CROSBY, ANNE ETZEL, ROBIN GILLEY, LINDA HERRERA, SALLY JASPER, TERESA LANDAU, CHRISTINE LINDER, REGI LOMBARDI, SHEILA McCARTNEY, GUINNE MUIR, JOYCE PARK, CYNTHIA OLSEN, MICHELE PAULSON, FORREST PECK, TOM RODGERS, and DEBORAH SIPE. (*Values: Collaboration and Diversity*)

Thanks to KAY BUNNENBERG BOEHMER, art faculty, for organizing the annual Student Art Show and awards reception on May 9. Juror awards went to—First place, DAVID MORAGA for “Square One”; second place, JEAN KANE FOR “Yorkshire Gold”; and third place to BRICE SPREADBURY. Other students who received purchase awards and recognition awards were: KIM BRUSSE, SEAN DONOVAN, HOPE FERNS, MARJORIE FERRY, YANA IGNATOVICH, AMANDA IWAHIRO, CASSANDRA JOHNS, ERICA MEYER, DAVID MORAGA, MELISSA SCHARNAGL, KAYLA RIGSBY, and SADIE WATSON. Congratulations to all the students who had artwork displayed in the art show. (*Core Theme: Access—A broad range of educational opportunities and workforce training are provided to students in pursuit of their goals.*)

Thanks to NICOLE DICKERSON, NANCY DUNCAN, and JAMIE WENIGMANN, for organizing the 10th annual STARS (Students Toward Academic Recognition and Success) reception for scholarship recipients and donors on April 27 at the Broadway Commons. Also, thanks to KELSEY ANDERSON, BRIAN COVEY, TRACIE BURGER, NICOLE DICKERSON, NANCY DUNCAN, MICHELLE DYER, DANIELLE HOFFMAN and JAMIE WENIGMANN, for organizing the 3rd annual Yamhill Valley Campus STARS reception for scholarship recipients and donors on May 11 at Yamhill Valley Campus. This year 2,260 students applied for foundation scholarships, 648 scholarships were awarded, and \$1,200 was the average scholarship award. A total of \$569,566 in scholarships were awarded. (*Core Theme: Access—A broad range of educational opportunities and workforce training are provided to students in pursuit of their goals.*)

Chemeketa hosted the Lower Willamette FFA District skills competition on May 16 with over 100 students and 6 schools competing in Welding, Machining, Crops, Electrical and Surveying. Thanks to MIKE MYERS who coordinated the event, along with DAVID BERKEY, GARY GRASSMAN, DUANE HIBBELER, BRIAN KEECHLE, SHIRLEY LAMKEY and CHEMEKETA STUDENTS FROM WELDING, FABRICATION, and MACHINING who also played a role in helping with setup, judging, and keeping the events running smooth. (*Core Theme: Access—A*

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

The Courier won two first-place and two second-place awards at this year's Oregon Newspaper Publishers Association Collegiate Contest. MAXWELL ROMPREY won first place for Best Columnist and first place for Best Review; MATT SKOG won second place for Best Feature Story; and *THE COURIER* STAFF won second place for Best Website. (Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)

Thanks to AMANDA FREDERICKSON, SHERRIE MAGGARELL, and JESSIE SANDROCK for organizing another successful Barrel Tasting and Celebration event on May 17 at the Wine Studies Center. The new Chemeketa Cellars label was featured, Wine Studies program alumni shared wine tasting samples, and awards were given. KEVIN SMITH received the Student Award and TED CASTEEL received the Legacy Builder Award. (Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)

Over 100 people attended the Mental Health Awareness Conference on May 18. Following a keynote from Nike Greene on “Free Me from this Vicious Cycle of Poverty and Pain,” eight workshops on various diverse topics were offered. Thanks to the planning committee of NETTE ABDERHALDEN, KAREN ALEXANDER, CARY BALLEW-RENFRO, PAUL DAVIS, JR., MEGHAN GALLOP, LINDA HERRERA, EUSEBIO HERRERA-PEREZ, CHRIS KATO, THOMAS LAMBERT, and ESTHELA ZENDEJAS. (Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups. Value: Diversity)

The YAMHILL VALLEY CAMPUS won two awards in the annual UFO Festival in McMinnville on Saturday, May 19. YVC won best float and HOLLY NELSON won the Alien Parade Queen award. Thanks to the 30+ YVC employees who participated in the community event. (Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)

Student winners of the essay contest for the Chemeketa Reads book *Hold Fast To Dreams* were: TYSON JAMES, first place; RAQUEL M. RODRIGUEZ-WALMISLEY, second place; SHARON MENDIOLA ALBOR, third place; and LEA SHELDONE, fourth place. Thanks to CARY BALLEW-RENFRO, MICHELE BURKE, DANIEL COUCH, ROBIN GILLEY, ABBY GREWATZ, ALISSA HATTMAN, LINDA HERRERA, DIANA INCH, and LAYLI LISS for review and selecting the winning essays from 130 that were submitted. (Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals; Value: Diversity.)

Thanks to the WELLNESS COMMITTEE for organizing the Wellness Walkabout on June 1. Committee members and helpers included SHEILA BROWN, MEGAN COGSWELL, CHERYL DAVIS, NANCY ESPINOSA, MEGHAN GALLOP, IRMA GUZMAN, ELAINE KEVORKIAN, RASCHEL LARSEN, HEATHER McDANIEL, NIKKI MUNDT, TIM PIERCE, HEATHER SIMPSON-HOWELL, and TINA SLOAN who teamed up with Exec Team members JIM EUSTROM, DAVID HALLETT, JOHNNY MACK, HOLLY NELSON, TIM ROGERS, MIRIAM SCHARER and ALICE SPRAGUE to staff Wellness stations located around the Salem campus. (Core Theme: Access—A broad range of educational opportunities and workforce training are provided to students in pursuit of their goals.)

Standard Report-5
June 20, 2018

Student athletes LAKIN SUSEE, women's basketball, and JACK FRAZIER, men's basketball, were finalists for the National Alliance of Two-Year College Athletic Administrators (NATYCAA) Scholar-Athlete Award. Also, JACK FRAZIER was the winner of the 2018 Red Lion Hotels & Inns Student-Athlete Scholarship from the Northwest Athletic Conference (NWAC). JANE CALE, was named NWAC Volleyball Player of the Year and AVCA All American; and TRACI STEPHENSON was named NWAC Volleyball Coach of the Year. NWAC awards were presented at the 2018 NWAC Hall of Fame Banquet, in Pasco, WA, on May 31. (*Core Theme: Student Success—Students progress and complete their educational goals.*)

The Oregon Chapter of Coalition of Adult Basic Education (COABE) recognized Congresswoman Suzanne Bonamici for her support of basic skills education at Portland Community College-Rock Creek campus on May 29. President JULIE HUCKESTEIN, and ESOL student KATHLEEN LI said a few words about Congresswoman Bonamici's support of Adult Basic Skills programs and how it helps underrepresented and non-traditional students reach their highest potential (see photo and copies in board folder). DANIELLE HOFFMAN and CHRIS KATO also attended. (*Core Theme: Access—A broad range of educational opportunities and workforce training are provided to students in pursuit of their goals.*)

Two Chemeketa music concerts were held spring term. The Spring Chemeketa Choir and Orchestra performed on Saturday, June 9, in the Building 6 Auditorium; and the Spring Chemeketa Band Concert was held on Sunday, June 10, at in the Building 6 Auditorium. Thanks to KERRY BURTIS, music instructor, and all the music students for wonderful performances. (*Core Theme: Student Success—Students progress and complete their educational goals.*)

Thanks to CHRIS COOPER and KELLY POINTER, Public Safety dispatchers, and CORY GORMAN, Public Safety officer, who helped organize the sixth annual Public Safety and Job Fair on June 6. Students, staff, and the public were able to visit with public safety agencies from Oregon and Washington to explore careers in public safety, see vehicles and equipment used, and learn about skills required in the industry. (*Core Theme: Access—A broad range of educational opportunities and workforce training are provided to students in pursuit of their goals; Value: Collaboration.*)

Thanks to LEANNA CRAWFORD, English instructor, for organizing and promoting this year's Soapbox Poetry and to the following faculty and staff who participated in the spring term Soapbox Poetry readings: DEANNA BEAUSOLEIL, SHOBANA BREEDEN, TAMMY JABIN, CHRISTINE LINDER, EVA PAYNE, JILL RUPERT, ALLISON TOBEY, and JAN VANSTAVERN. (*Core Theme: Access—A broad range of educational opportunities and workforce training are provided to students in pursuit of their goals; Value: Diversity.*)

Thanks to the staff and faculty who have organized the many end-of-year gatherings and celebrations including the Student Leadership reception, Keizer Chamber Greeters, end-of-year student/staff BBQ, TRiO/College Completion Program Awards Banquet, Engineering Students Bridge Competition, Visual Communications Portfolio Show, LPN and RN Pinning ceremonies, and the CAMP, Talent Search, Upward Bound, and HEP Celebrations. (*Core Theme: Student Success—Students progress and complete their educational goals.*)

Congratulations to the 47 employees enrolled in the Weight Watchers at Work meetings spring term who have shed 390.8 pounds in 13 weeks. In total, 883 pounds have been lost!

Separate Action-1
June 20, 2018

**APPROVAL OF PRESIDENTIAL CONTRACT
[17-18-156]**

Prepared by

Ken Hector, Board Chair

Per board policy and ORS 192,660(2)(a), the College Board of Education completed a performance evaluation of President Julie Huckestein in June.

Based on a successful presidential evaluation, board action is requested to renew the president's contract.

It is recommended that the college renew the president's contract effective July 1, 2018, through June 30, 2020, as per the contract.

Separate Action-2
June 20, 2018

**APPROVAL OF RESOLUTION NO. 17-18-28
ADOPTING THE BUDGET, MAKING APPROPRIATIONS,
AND LEVYING TAXES
[17-18-157]**

Prepared by

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

ORS 294.435 requires the College Board of Education to adopt the budget, to make appropriations and to declare the ad valorem tax levy. The resolution will be available at the board meeting and will carry out those requirements and allow administration of the 2018–2019 budget.

It is recommended that the College Board of Education adopt Resolution No. 17-18-28.

Separate Action-3
June 20, 2018

**APPROVAL OF CLASSIFIED AND EXEMPT
SALARY SCHEDULES FOR 2018–2019**

Prepared by

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

CLASSIFIED

The college administration and Classified Association concluded negotiations on the Classified Salary Schedule as outlined by Article 2 of the Collective Bargaining Agreement. These negotiations result in a change to Article 24—Salary Schedule Adjustment. The Classified Association voted to ratify the salary schedule adjustments and partial equalization between steps as described below.

Attached is a revised 2018–2019 salary table for classified employees. The table has been adjusted to reflect a 3.75 percent salary table adjustment and partial equalization between steps. Step increments for steps 1 - 9 have been adjusted to 4.17% or maintained at the current percentage, whichever is greater. Step increments between steps 9 and 11 remain at 2 percent. The salary schedule changes are effective July 1, 2018. Eligible employees will receive step increases as agreed in the contract.

EXEMPT

Attached is the Exempt Employee Salary Schedule for 2018–2019. The salary table reflects a 3.75 percent salary schedule increase to the schedule ranges B2-D5 to align with the Classified Salary Schedule increase. The 2018–2019 schedule for ranges E-1, E-2 and F-1 reflects a 2 percent increase to the salary schedule. Eligible employees will receive step increases. These changes are effective July 1, 2018.

It is recommended that the College Board of Education ratify the changes to the Classified Employee Association Collective Bargaining Agreement—Article 24, the Classified Salary Schedule, and the Exempt Salary Schedule to become effective July 1, 2018.

Separate Action-3
June 20, 2018

CHEMEKETA COMMUNITY COLLEGE
PROPOSED CLASSIFIED SALARY SCHEDULE
EFFECTIVE JULY 1, 2018 thru JUNE 30, 2019

RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5		RANGE
	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	
A-1	22,368.00	1,864.00	23,300.76	1,941.73	24,272.40	2,022.70	25,284.60	2,107.05	26,338.92	2,194.91	A-1
A-2	24,949.80	2,079.15	25,990.32	2,165.86	27,074.04	2,256.17	28,203.00	2,350.25	29,379.12	2,448.26	A-2
A-3	26,742.60	2,228.55	27,876.60	2,323.05	29,039.04	2,419.92	30,249.96	2,520.83	31,511.28	2,625.94	A-3
A-4	28,535.40	2,377.95	29,725.44	2,477.12	30,964.92	2,580.41	32,256.12	2,688.01	33,601.20	2,800.10	A-4
B-1	30,751.56	2,562.63	32,033.88	2,669.49	33,369.72	2,780.81	34,851.36	2,904.28	36,304.56	3,025.38	B-1
B-2	33,166.80	2,763.90	34,549.92	2,879.16	36,080.52	3,006.71	37,635.60	3,136.30	39,204.96	3,267.08	B-2
B-3	39,205.08	3,267.09	40,918.32	3,409.86	42,731.04	3,560.92	44,615.52	3,717.96	46,525.08	3,877.09	B-3
B-4	41,346.48	3,445.54	43,219.56	3,601.63	45,216.24	3,768.02	47,201.28	3,933.44	49,282.80	4,106.90	B-4
C-1	49,414.08	4,117.84	51,781.08	4,315.09	54,245.76	4,520.48	56,898.48	4,741.54	59,549.88	4,962.49	C-1
C-2	52,464.36	4,372.03	55,050.84	4,587.57	57,715.32	4,809.61	60,560.64	5,046.72	63,528.12	5,294.01	C-2
C-3	54,555.96	4,546.33	57,229.20	4,769.10	60,027.72	5,002.31	62,951.04	5,245.92	66,092.28	5,507.69	C-3

RANGE	STEP 6		STEP 7		STEP 8		STEP 9		STEP 10		STEP 11		RANGE
	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	
A-1	27,437.28	2,286.44	28,581.48	2,381.79	29,773.32	2,481.11	31,014.84	2,584.57	31,635.12	2,636.26	32,267.76	2,688.98	A-1
A-2	30,604.20	2,550.35	31,880.40	2,656.70	33,209.76	2,767.48	34,594.68	2,882.89	35,286.60	2,940.55	35,992.32	2,999.36	A-2
A-3	32,825.40	2,735.45	34,194.12	2,849.51	35,620.08	2,968.34	37,105.44	3,092.12	37,847.52	3,153.96	38,604.48	3,217.04	A-3
A-4	35,002.44	2,916.87	36,493.56	3,041.13	38,015.28	3,167.94	39,600.48	3,300.04	40,392.48	3,366.04	41,200.44	3,433.37	A-4
B-1	37,818.48	3,151.54	39,425.76	3,285.48	41,069.88	3,422.49	42,782.52	3,565.21	43,638.12	3,636.51	44,510.88	3,709.24	B-1
B-2	40,933.92	3,411.16	42,710.40	3,559.20	44,491.44	3,707.62	46,346.76	3,862.23	47,273.64	3,939.47	48,219.12	4,018.26	B-2
B-3	48,618.60	4,051.55	50,650.92	4,220.91	52,920.12	4,410.01	55,211.52	4,600.96	56,315.76	4,692.98	57,442.08	4,786.84	B-3
B-4	51,490.68	4,290.89	53,781.96	4,481.83	56,207.52	4,683.96	58,759.44	4,896.62	59,934.60	4,994.55	61,133.28	5,094.44	B-4
C-1	62,473.80	5,206.15	65,503.80	5,458.65	68,621.76	5,718.48	71,874.36	5,989.53	73,311.96	6,109.33	74,778.12	6,231.51	C-1
C-2	66,698.16	5,558.18	69,999.72	5,833.31	73,366.68	6,113.89	76,925.04	6,410.42	78,463.56	6,538.63	80,032.80	6,669.40	C-2
C-3	69,311.04	5,775.92	72,714.12	6,059.51	76,299.00	6,358.25	80,121.60	6,676.80	81,723.96	6,810.33	83,358.48	6,946.54	C-3

Separate Action-3
June 20, 2018

CHEMEKETA COMMUNITY COLLEGE
EXEMPT SALARY SCHEDULE
B-2 TO F-1
EFFECTIVE JULY 1, 2018

RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5		RANGE					
	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.						
B-2	33,852	2,821	16.28	35,280	2,940	16.96	36,768	3,064	17.68	38,364	3,197	18.44	39,936	3,328	19.20	B-2
B-3	40,620	3,385	19.53	42,396	3,533	20.38	44,220	3,685	21.26	46,140	3,845	22.18	48,168	4,014	23.16	B-3
B-4	43,056	3,588	20.70	44,952	3,746	21.61	46,980	3,915	22.59	49,068	4,089	23.59	51,288	4,274	24.66	B-4
C-1	51,432	4,286	24.73	53,856	4,488	25.89	56,472	4,706	27.15	59,196	4,933	28.46	62,004	5,167	29.81	C-1
C-2	54,588	4,549	26.24	57,276	4,773	27.54	60,084	5,007	28.89	63,012	5,251	30.29	66,132	5,511	31.79	C-2
C-3	56,796	4,733	27.31	59,592	4,966	28.65	62,484	5,207	30.04	65,544	5,462	31.51	68,808	5,734	33.08	C-3
C-4	68,472	5,706	32.92	71,796	5,983	34.52	75,144	6,262	36.13	78,468	6,539	37.73	81,804	6,817	39.33	C-4
D-1	71,196	5,933	34.23	74,664	6,222	35.90	78,144	6,512	37.57	81,600	6,800	39.23	85,068	7,089	40.90	D-1
D-2	74,052	6,171	35.60	77,652	6,471	37.33	81,264	6,772	39.07	84,876	7,073	40.81	88,488	7,374	42.54	D-2
D-3	77,040	6,420	37.04	80,748	6,729	38.82	84,516	7,043	40.63	88,248	7,354	42.43	92,016	7,668	44.24	D-3
D-4	79,332	6,611	38.14	83,172	6,931	39.99	87,060	7,255	41.86	90,888	7,574	43.70	94,776	7,898	45.57	D-4
D-5	80,904	6,742	38.90	84,852	7,071	40.80	88,800	7,400	42.69	92,748	7,729	44.59	96,684	8,057	46.48	D-5
E-1	97,596	8,133	46.92	*	*	*	*	*	*	*	*	*	*	*	*	*
E-2	109,332	9,111	52.56	*	*	*	*	*	*	*	*	*	*	*	*	*
F-1	122,448	10,204	58.87	*	*	*	*	*	*	*	*	*	*	*	*	*

* Performance based after initial step

RANGE	STEP 6		STEP 7		STEP 8		STEP 9		STEP 10		STEP 11		RANGE			
	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.	ANNL.	MO.				
B-2	41,688	3,474	20.04	43,404	3,617	20.87	45,324	3,777	21.79	47,232	3,936	22.71	49,212	4,101	23.66	B-2
B-3	50,292	4,191	24.18	52,452	4,371	25.22	54,756	4,563	26.33	57,096	4,758	27.45	59,544	4,962	28.63	B-3
B-4	53,580	4,465	25.76	55,968	4,664	26.91	58,512	4,876	28.13	60,984	5,082	29.32	63,588	5,299	30.57	B-4
C-1	65,028	5,419	31.26	68,148	5,679	32.76	71,412	5,951	34.33	74,424	6,202	35.78	77,592	6,466	37.30	C-1
C-2	69,420	5,785	33.38	72,804	6,067	35.00	76,416	6,368	36.74	79,644	6,637	38.29	83,028	6,919	39.92	C-2
C-3	72,192	6,016	34.71	75,684	6,307	36.39	79,476	6,623	38.21	82,860	6,905	39.84	86,352	7,196	41.52	C-3
C-4	85,296	7,108	41.01	88,884	7,407	42.73	92,892	7,741	44.66	96,156	8,013	46.23	98,088	8,174	47.16	C-4
D-1	88,704	7,392	42.65	92,460	7,705	44.45	96,612	8,051	46.45	100,008	8,334	48.08	102,024	8,502	49.05	D-1
D-2	92,244	7,687	44.35	96,156	8,013	46.23	100,500	8,375	48.32	104,016	8,668	50.01	106,104	8,842	51.01	D-2
D-3	95,916	7,993	46.11	100,008	8,334	48.08	104,496	8,708	50.24	108,156	9,013	52.00	110,316	9,193	53.04	D-3
D-4	98,796	8,233	47.50	103,008	8,584	49.52	107,640	8,970	51.75	111,420	9,285	53.57	113,640	9,470	54.64	D-4
D-5	100,764	8,397	48.45	105,036	8,753	50.50	109,776	9,148	52.78	113,628	9,469	54.63	115,920	9,660	55.73	D-5

Separate Action-4
June 20, 2018

**APPROVAL OF RETIREMENT RESOLUTION
NO. 17-18-29, SHEILA A. MCCARTNEY
[17-18-159]**

Prepared by

David Hallett, Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached is a resolution honoring Sheila A. McCartney, who retires effective June 30, 2018.

It is recommended that the College Board of Education adopt Resolution No. 17-18-29, Sheila A. McCartney.

Separate Action-4
June 20, 2018

**RETIREMENT RESOLUTION NO. 17-18-29
SHEILA A. MCCARTNEY**

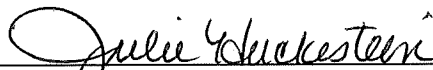
WHEREAS, Sheila A. McCartney began her three-year association, as a salaried employee, with Chemeketa Community College in July 2015; and

WHEREAS, Sheila A. McCartney gave dedicated service to Chemeketa Community College currently as Instructional Coordinator/Analyst II, Mid-Willamette Education Consortium Department of Career and Technical Education Division; therefore,

BE IT RESOLVED, that upon her retirement date of June 30, 2018, the College Board of Education hereby honors and commends Sheila A. McCartney her loyalty, dedication and personal commitment to Chemeketa Community College.



Ken Hector
Board Chairperson



Julie Huckestein
President/Chief Executive Officer

**APPROVAL OF COLLEGE POLICIES #1730—GRANTS—SPECIAL, STATE, AND
FEDERAL PROGRAMS; #6610—COLLEGE BOOKSTORE; AND
#7210—COLLEGE-SUPPORT ORGANIZATIONS
[17-18-160]**

Prepared by

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

GRANTS—SPECIAL, STATE, AND FEDERAL PROGRAMS—POLICY #1730

This policy was last reviewed by the board in December 2015. There are no recommended changes to this policy.

COLLEGE BOOKSTORE—POLICY #6610

This policy was last reviewed by the board in May 2015. This policy has minor changes to the last sentence. A new sentence is added below one that was stricken. Essentially, the new sentence clarifies the content.

COLLEGE-SUPPORT ORGANIZATIONS—POLICY #7210

This policy was last reviewed by the board in June 2015. Minor edits make this policy read better and add to the last sentence several of the services Northwest Innovations does for the college.

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.

It is recommended that the College Board of Education approve college policies #1730—Grants—Special, State, and Federal Programs; #6610—College Bookstore; and #7210—College-Support Organizations to become effective immediately.

College Board of Education Series—1000

GRANTS—SPECIAL, STATE, AND FEDERAL PROGRAMS

Chemeketa Community College pursues grant opportunities with outside agencies in order to augment usual funding or to fund activities.

Projects funded by grants must be consistent with the college's mission.

The College Board of Education must approve the acceptance of each grant.

June 26, 1991

Adopted College Board of Education
February 15, 2006; September 23, 2009;
January 16, 2013; December 16, 2015

Revised College Board of Education

Business Operations Series—6000

COLLEGE BOOKSTORE

Chemeketa Community College shall provide for a college bookstore to have available supplies and services to students and employees. It should be managed on a financially self-sustaining basis. The college bookstore is responsible for collecting and disseminating information regarding textbooks and other course materials. ~~In addition to a physical presence on the Salem and Yamhill Valley campuses and an e-commerce site, the bookstore shall make available textbooks and course materials throughout the district and for distance education.~~ The bookstore shall make textbooks and course materials available throughout the district and for distance education through a physical presence on the Salem and Yamhill Valley campuses and an e-commerce site.

July 17, 1985

Adopted College Board of Education

September 20, 2006; June 29, 2011;

May 20, 2015

Revised College Board of Education

College Relations Series—7000

COLLEGE-SUPPORT ORGANIZATIONS

External organizations may exist to support and assist Chemeketa Community College. These organizations, while supporting the college, are separate and distinct from the college with their own directors and officers.

The college recognizes the following organizations: ~~the~~

- Chemeketa Community College Foundation, a non-profit charitable organization whose purpose is to raise funds for the benefit of the college and its students;
- ~~the~~ Friends of Chemeketa, an Oregon political action committee organized to support efforts of the college through political action;
- ~~and~~ Northwest Innovations, Inc., an Oregon corporation to provide services to the college, its students, and employees (e.g. contracted food services, catering, venue services, etc.).

June 26, 1991

Adopted College Board of Education

September 20, 2006; December 14, 2011;

June 17, 2015

Revised College Board of Education

Action-2
June 20, 2018

**APPROVAL OF COLLEGE POLICIES
#4020—ACADEMIC CALENDAR; #4075—CREDIT HOUR POLICY;
AND #4090—CHARTER SCHOOL SPONSORSHIP LANGUAGE
[17-18-161]**

Prepared by

Karen Stevens, Chair—Academic Standards Advisory Council
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The following policies have been reviewed and approved by the Academic Standards Advisory Council on April 13, 2018.

ACADEMIC CALENDAR—POLICY #4020

The policy was updated to clarify the language on classes offered during the terms in an academic year.

CREDIT HOUR POLICY—POLICY #4075

The policy was updated to include a footnote on the word federal and add the word state and its corresponding footnote.

CHARTER SCHOOL SPONSORSHIP LANGUAGE—POLICY #4090

The policy was created in 2011 with legislature interests in creating partnerships between community colleges, specifically High School Programs, and charter schools. The renewal of this legislature bill did not pass and the policy needs to be removed from its current status.

The proposed changes are underlined and the former language has been stricken with lines through the text.

It is recommended that the College Board of Education approve these policies.

Educational Program Series—4000

ACADEMIC CALENDAR

In order to serve the needs of Chemeketa Community College students and maximize the use of college facilities, the college will strive to offer ~~a year-round schedule of~~ classes in each of the four terms (summer, fall, winter and spring). The college may alter or eliminate one or more terms in a fiscal year.

July 17, 1985
Adopted College Board of Education
May 17, 2006
Reviewed College Board of Education
March 21, 2001; July 16, 2014
Revised College Board of Education

Educational Program Series—4000

CREDIT HOUR POLICY

Credit-bearing courses, regardless of delivery method, are scheduled and conducted in compliance with federal¹ and state² regulations defining the credit hour. A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement. A credit hour corresponds to one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for ten to twelve weeks for one-quarter hour of credit, or at least 25 contact hours.

May 15, 2013

Adopted College Board of Education

Reviewed College Board of Education

¹ 75FR66845

² CCWD Handbook

Educational Program Series—4000

CHARTER SCHOOL SPONSORSHIP LANGUAGE

~~Oregon Revised Statutes¹ allow Chemeketa Community College to “sponsor” a charter school. The college will evaluate charter school applications serving students aged 16–21 which:~~

- ~~• Align with the college’s mission, promises and policies.~~
- ~~• Demonstrate a direct connection to college programs.~~
- ~~• Provide an educational component supporting transition from high school to college level courses including the option of enrolling in college courses.~~

~~The College Board of Education reserves the right to deny any charter proposal at the board’s discretion.~~

April 18, 2012

Adopted Board of Education

Revised

¹ ORS 338.075(5)(b)

Action-3
June 20, 2018

**APPROVAL OF THE SUSPENSION OF NETWORKING TECHNOLOGY ESSENTIALS
CERTIFICATE OF COMPLETION
[17-18-162]**

Prepared by

Larry Cheyne, Dean—Applied Technologies
Johnny Mack, Executive Dean—Career and Technical Education
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The Networking Technology Essentials certificate program did not have a completer from 2013–2016 (the last range of data available on the institutional research site) and overall enrollment in the four courses in the last four years has averaged less than 13 students per year (essentially two students per course offered). Many of these enrollments are due to students taking the Networking Technology courses for the Computer Electronics Associate of Applied Science (AAS) and not in order to earn the Networking Certificate. Increased access to online vendors offering similar training and certification may be one major factor in the drop in enrollment for the certificate program. The plan for students currently pursuing that certificate is to offer the four program courses as independent study (just as the courses are currently offered) in each subsequent term during the 2018–2019 academic year. Spring term 2019, will be the last term the certificate courses are offered.

The recommendation to suspend the Networking Technology Essentials Certificate of Completion was approved by the Electronics Program Advisory Committee on April 19, 2018.

It is recommended that the College Board of Education approve the suspension of the Networking Technology Essentials Certificate of Completion.

Action-4
June 20, 2018

**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]**

Prepared by

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

FACULTY

Attached is the 2018–2019 salary table for full-time faculty. The salary table reflects a 4.0 percent salary table adjustment, and four (4) furlough days. Eligible employees will receive step increases as agreed in the contract. Effective: July 1, 2018.

HOURLY, PART-TIME/TEMPORARY

Attached is the part-time hourly salary schedule for 2018–2019. The salary table reflects an increase in minimum wage, and 1.0 percent salary table adjustment. Effective: July 1, 2018.

PART-TIME (ADJUNCT) FACULTY BARGAINING

The salary schedule for the part-time/adjunct faculty is attached and reflects the bargaining agreement between the college and the Chemeketa Faculty Association. The part-time schedule is indexed at 60.0 percent of the 176-day full-time faculty schedule. Effective: fall term 2018–summer term 2019.

PART-TIME (ADJUNCT) NON-BARGAINING NON-CREDIT FACULTY

The salary schedule for the non-bargaining unit part-time faculty is attached. The levels were reorganized, and there is a 5.0 percent salary table adjustment. The Board approved the last update in January 2010. Effective: fall term 2018–summer term 2019.

The college recommends the adoption of the attached salary schedules to become effective as noted above.

Action-4
June 20, 2018

176 Day + 4 furlough

CHEMEKETA COMMUNITY COLLEGE
2018-2019 SALARIED FACULTY SALARY SCHEDULE
Effective JULY 1, 2018

STEP	176 DAYS			196 DAYS			226 DAYS		
15	\$83,392	\$6,949.37	\$484.84	\$93,089	\$7,757.44	\$484.84	\$102,449	\$8,537.38	\$461.48
14	\$79,421	\$6,618.42	\$461.75	\$88,656	\$7,388.00	\$461.75	\$97,569	\$8,130.75	\$439.50
13	\$75,639	\$6,303.23	\$439.76	\$84,434	\$7,036.16	\$439.76	\$92,923	\$7,743.55	\$418.57
12	\$72,613	\$6,051.10	\$422.17	\$81,057	\$6,754.72	\$422.17	\$89,206	\$7,433.86	\$401.83
11	\$69,708	\$5,809.01	\$405.28	\$77,814	\$6,484.48	\$405.28	\$85,639	\$7,136.56	\$385.76
10	\$66,920	\$5,576.67	\$389.07	\$74,701	\$6,225.12	\$389.07	\$82,213	\$6,851.11	\$370.33
9	\$64,244	\$5,353.64	\$373.51	\$71,714	\$5,976.16	\$373.51	\$78,923	\$6,576.94	\$355.51
8	\$61,674	\$5,139.50	\$358.57	\$68,845	\$5,737.12	\$358.57	\$75,766	\$6,313.87	\$341.29
7	\$59,208	\$4,933.96	\$344.23	\$66,092	\$5,507.68	\$344.23	\$72,736	\$6,061.34	\$327.64
6	\$56,837	\$4,736.45	\$330.45	\$63,446	\$5,287.20	\$330.45	\$69,828	\$5,818.99	\$314.54
5	\$54,565	\$4,547.11	\$317.24	\$60,910	\$5,075.84	\$317.24	\$67,035	\$5,586.26	\$301.96
NORMAL STARTING STEP 4	\$52,383	\$4,365.22	\$304.55	\$58,474	\$4,872.80	\$304.55	\$64,353	\$5,362.78	\$289.88
3	\$50,811	\$4,234.21	\$295.41	\$56,719	\$4,726.56	\$295.41	\$62,422	\$5,201.83	\$281.18
2	\$49,287	\$4,107.22	\$286.55	\$55,018	\$4,584.80	\$286.55	\$60,548	\$5,045.69	\$272.74
1	\$47,807	\$3,983.95	\$277.95	\$53,366	\$4,447.20	\$277.95	\$57,711	\$4,809.26	\$259.96

CHEMEKETA COMMUNITY COLLEGE
HOURLY, PART-TIME/TEMPORARY SALARY SCHEDULE
EFFECTIVE JULY 1, 2018

CWS/FWS	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	RANGE
S1	AA	\$10.75	\$11.25	\$11.75	\$12.25	\$12.75	AA
S2	BB	\$10.80	\$11.30	\$11.81	\$12.27	\$12.78	BB
S3	CC	\$10.87	\$11.35	\$11.84	\$12.32	\$12.81	CC
	DD	\$11.08	\$11.51	\$11.98	\$12.47	\$12.95	DD
	EE	\$11.94	\$12.43	\$12.93	\$13.51	\$14.05	EE
	FF	\$12.88	\$13.41	\$14.00	\$14.60	\$15.19	FF
S4	GG	\$15.22	\$15.89	\$16.59	\$17.33	\$18.07	GG
	HH	\$16.05	\$16.78	\$17.56	\$18.33	\$19.14	HH
	II	\$19.19	\$20.11	\$21.06	\$22.10	\$23.13	II

Note: Ranges JJ thru NN are Interpreters and Typewell Transcribers only

POSITION	INTER.	TRANSC.	LEVEL	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	RANGE
HI410H	HT010H		1	JJ	\$20.55	\$21.41	\$22.39	\$23.33	\$24.34	JJ
HI420H	HT020H		2	KK	\$25.21	\$26.28	\$27.48	\$28.62	\$29.88	KK
HI430H	HT030H		3	LL	\$30.93	\$32.23	\$33.71	\$35.12	\$36.66	LL
HI440H	-		4	MM	\$37.81	\$39.38	\$41.19	\$42.91	\$44.80	MM
HI450H	-		5	NN	\$46.19	\$48.14	\$50.34	\$52.44	\$54.74	NN

LEVEL	INTERPRETERS	TYPEWELL TRANSCRIBERS
1	ITP Graduate or 0-2 years of experience	Novice; 0-2 years experience
2	RID Written or BA Degree; and 2+ years experience	TCT: Level 1 Certification or BA/BS deg. & 2 yrs. exp.
3	CI or CT or NAD III or Masters Degree; and 2+ years experience	TCT: Level 2 Certification
4	CI & CT or NAD IV; and 2+ years experience	
5	CI & CT for 5 years OR NAD V; BA/BS Degree required	

FOR RANGES JJ - NN ONLY:
Initial placement on the pay scale and step increases will be in accordance with personnel practices. Movement from one level to another may be made by request of the employee with verification of change in credential and approval by the Dept. manager and the Dir. of Human Resources. **Any movement from one level to another level will take place at the time of any step increase.** HR will work collaboratively with the Disability Services Coordinator for placement of part-time employees on this scale (verification of certification, etc.)

Action-4
June 20, 2018

**CHEMEKETA COMMUNITY COLLEGE
PART-TIME (ADJUNCT) FACULTY BARGAINING UNIT
SALARY SCHEDULE
Effective Fall Term 2018 - Summer Term 2019**

LEVEL	DESCRIPTION	STEPS								LEVEL	
		1	2	3	4	5	6	7	8		
A	Lecture Credit Courses ILC Rates	\$ 693.00	\$ 715.00	\$ 744.00	\$ 808.00	\$ 876.00	\$ 951.00	\$ 1,032.00	\$ 1,138.00	A	
	Hourly Rates	\$63.0000	\$65.0000	\$67.6364	\$73.4545	\$79.6364	\$86.4545	\$93.8182	\$103.4545		
B/C	Labs (1 lab hr. = .7 ILC) Hourly Rates	\$ 485.10	\$ 500.50	\$ 520.80	\$ 565.60	\$ 613.20	\$ 665.70	\$ 722.40	\$ 796.60	B/C	
	ABE/GED/HSC/ESL Labs Agriculture Credit Labs Health Care Skills Credit Labs Laboratory Credit Courses Physical Education Activity Courses Science Credit Labs Studio Art Classes Technology Credit Labs Trade Credit Labs Vocational Preparatory Credit Labs Vocational Supplemental Credit Labs	\$44.1000	\$45.5000	\$47.3455	\$51.4182	\$55.7455	\$60.5182	\$65.6727	\$72.4182		
D	Workshops/Special Assignments (Bargaining Unit Rate) (See Article 23B.5)	Minimum	\$ 42.97	(CD = Curriculum Development Rate)							D
E	Hourly Employees Rate Counseling CWE Coordinator Library Work	\$ 26.66	\$ 27.96	\$ 29.39	\$ 30.89	\$ 32.41	\$ 34.16	\$ 35.57	\$ 36.40	E	

Required Meeting (RM) Rate = \$ 38.81
Bargaining Unit (See Article 23-B1)
Curriculum Development Rate (CD) \$ 42.97

Action-4
June 20, 2018

**CHEMEKETA COMMUNITY COLLEGE
PART-TIME (ADJUNCT) NON-BARGAINING NON-CREDIT
FACULTY UNIT SALARY SCHEDULE
Effective Fall 2018 - Summer Term 2019**

LEVEL	DESCRIPTION	STEPS								LEVEL
		1	2	3	4	5	6	7	8	
D	Non-credit *Non-bargaining Unit Exception Classes Hourly Rates Used for workshops or non-bargaining unit classes scheduled in on-standard time formats. (i.e. shorter or weekend workshops). This market driven rate is also used for specialized topics that demand unusual expertise or and/or exceptional pay.	Minimum = \$21.00 per hour, No Maximum								D
J	Non-credit Vocational Preparatory Vocational Supplementary Workforce Readiness/Workforce Applied Basic Skills Hourly Rates Reimbursable 9800 Series	\$ 28.41	\$ 30.39	\$ 32.51	\$ 34.78	\$ 37.20	\$ 39.79	\$ 42.57	\$ 45.54	J
K	Non-credit Community Education English Now Hourly Rates Used for reimbursable and nonreimbursable non-credit community education courses for personal enrichment	\$ 21.00	\$ 22.09	\$ 23.24	\$ 24.45	\$ 25.72	\$ 27.06	\$ 28.47	\$ 29.95	K

Special Projects: Non-teaching work related to classes. \$21.00/hr
Curriculum Development & Meeting Rate. \$21.00/Hr

* D Level courses require Executive Dean/VP approval notated on the Payroll Authorization

**APPROVAL OF THE BUILDING INSPECTOR CERTIFICATE
[18-19-164]**

Prepared by

Glen Miller, Director—Polk Center
Holly Nelson, Executive Dean—Academic Progress and Regional Education Services
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The proposed Building Inspector Certificate is designed to prepare students for entry-level positions as a building inspector to meet the immediate and long-term needs of jurisdictions. Candidates for this certificate will have a diverse background and experience in the construction industry and are seeking an efficient way to transition into the building inspection field. The certificate will provide training in residential and commercial structural building codes, residential and commercial mechanical codes, and structural inspection techniques. The certificate will consist of most of the first-year classes of the building inspection associates degree.

The Building Inspector Certificate incorporates the college's core values of collaboration, equity, innovation, and stewardship. The approval of this program could open doors for more students to participate at the local and statewide level as the program plans to offer the certificate through distance education and face-to-face in collaboration with the associates degree. It could also help meet the statewide crisis surrounding the need for more, well-trained building inspectors.

It is recommended that the College Board of Education approve the Building Inspector Certificate.

BUILDING INSPECTOR CERTIFICATE

Course No.	Course Title	Clock Hours	Credit Hours
Term 1			
BLD141	International Residential Code 1	33	3
BLD151	Building Codes 1	33	3
BLD158	Construction Materials and Blueprints	33	2
	Total	66	8
Term 2			
BLD142	International Residential Code 2	33	3
BLD152	Building Codes 2	33	3
BLD161	Structural Inspection 1	33	3
BLD181	Mechanical Codes 1	33	3
	Total	99	12
Term 3			
BLD153	Building Codes 3	33	3
BLD163	Structural Inspection 2	33	3
BLD182	Mechanical Codes 2	33	3
	Total	99	9
Term 4			
BLD280L	Cooperative Work Experience (Summer Term)	374	12
	Total	374	12
TOTAL PROGRAM HOURS		638	41

Action-6
June 20, 2018

**APPROVAL OF BUDGET TRANSFER REQUESTS
[17-18-165]**

Prepared by

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

Local budget law requires that any budget transfers that amend the resolution to appropriate the adopted budget be authorized by the board, including transfers from contingency.

Requests for budget transfers are summarized and explained on the report that will be available at the board meeting.

Official action is requested to approve the budget transfers presented.

Action-7
June 20, 2018

**APPROVAL OF RESOLUTION NO. 17-18-27
AUTHORIZING INTERFUND BORROWING
[17-18-166]**

Prepared by

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

During certain times of the month/year, it is possible for the expenses to exceed the revenues in any one fund. These are due to the lag time between the billing and receipt of funds and usually occur in funds that are on a reimbursement basis, such as financial aid.

Under ORS 294.460, the college is authorized to make interfund loans to and from other funds and the general fund with the approval of the governing body.

The resolution will allow the college to borrow money between funds. It is recommended that the College Board of Education approve the resolution.

Action-7
June 20, 2018

RESOLUTION NO. 17-18-27 AUTHORIZING INTERFUND BORROWING

WHEREAS, it may become necessary during the year 2018–2019 to borrow money between funds, and

WHEREAS, the purpose of interfund borrowing is to meet cash flow requirements in a fund, and

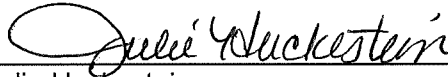
WHEREAS, a hardship would be caused without interfund borrowing, now, therefore,

BE IT RESOLVED by the Chemeketa Community College Board of Education, that it hereby authorizes interfund borrowing as necessary during the year 2018–2019.

DATED this 20th day of June, 2018.



Ken Hector
Board Chairperson



Julie Huckestein
President/Chief Executive Officer

Action-8
June 20, 2018

**APPROVAL OF LAY REPRESENTATIVES FOR THE CHEMEKETA
COOPERATIVE REGIONAL LIBRARY SERVICE (CCRLS) COUNCIL
[17-18-167]**

Prepared by

John Goodyear, Executive Director—Chemeketa Cooperative Regional Library Service
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The bylaws of the Chemeketa Cooperative Regional Library Service (CCRLS) Advisory Council require board approval of lay council members nominated by the full council. The council recommends that the College Board of Education approve Katherine Schulte of Monmouth as the Polk County lay representative for the CCRLS Council.

**APPROVAL OF PUBLIC SAFETY
PATROL SERVICES (UNARMED) CONTRACT AWARD
[17-18-168]**

Prepared by

Gail Williams Pickett, Contract Management Analyst
Miriam Scharer, Associate Vice President—CSSD/Financial Management
Julie Huckestein, President/Chief Executive Officer

PUBLIC SAFETY PATROL SERVICES (UNARMED)

An Invitation to Bid for Public Safety Patrol Services (Unarmed) was advertised on the college's Procurement Services Website and on the State of Oregon Procurement Information Network (ORPIN) on May 15, 2018. Bids were opened immediately following the bid closing at 2 pm on June 4, 2018. Bids were received from the following:

<u>Offeror:</u>	<u>Standard Hourly Rate:</u>
Phoenix Protection Corporation doing business as PPC Solutions, Incorporated, Spokane Valley, WA	\$28.70
*Wright Security Enterprises, LLC, Salem, OR	\$17.25
*Oregon 1 Security Inc. doing business as Signal 88 Security of Oregon, Salem, OR	\$21.00
Advanced Security Incorporated, Salem, OR	\$21.00

*Non-Responsive

The mandatory minimum requirements were evaluated for all firms, which included a number of years in business, types of references and key personnel. Two proposals from Wright Security Enterprises, LLC, and Oregon 1 Security Inc. doing business as Signal 88 Security of Oregon, were subsequently determined non-responsive and were rejected.

It is recommended that the College Board of Education approve the award of the contract for Public Safety Patrol Services (Unarmed) to Advanced Security Incorporated, Salem, OR—the lowest responsive and responsible bidder, for a period not to exceed five years, for an estimated contract value of \$260,000 contingent upon protests, if any, from unsuccessful bidders.

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.

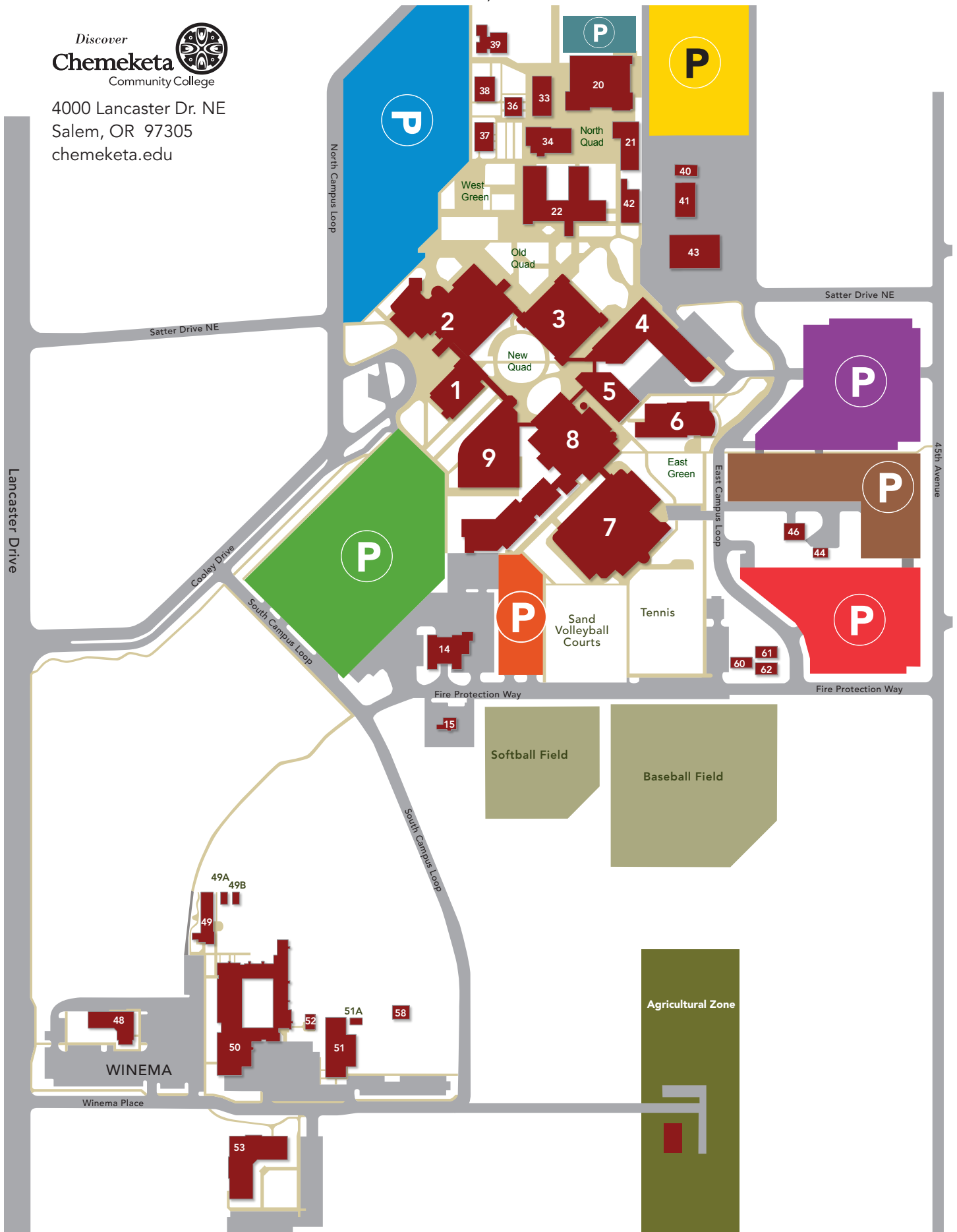
Innovation – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

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
June 20, 2018



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



Appendix-2
June 20, 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

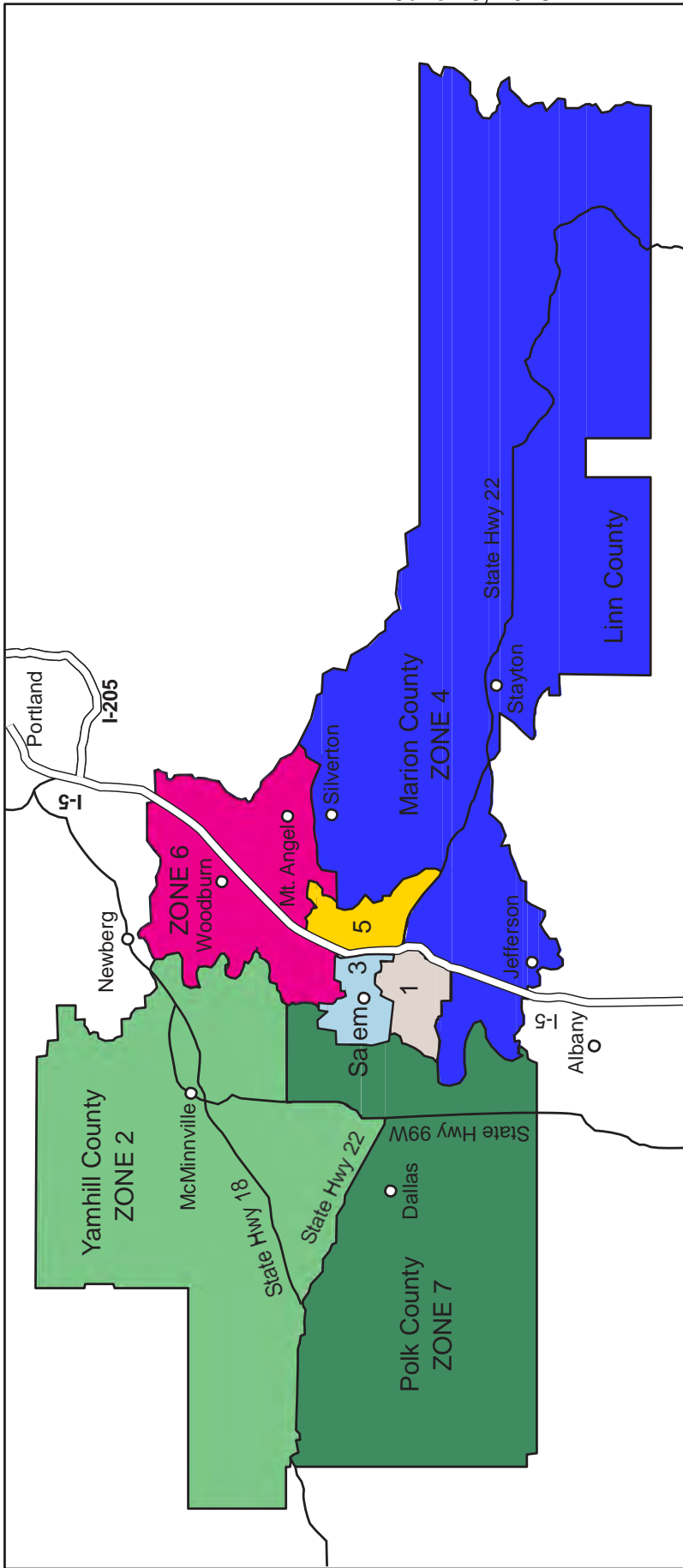
- SINGLE OCCUPANCY**
- Building 2—First floor
- Building 4—Second floor
- Building 5—Second floor
- Building 6—First floor
- Building 8—First floor
- Building 20—First floor

- 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, Vice Chairperson 2017-2018
ZONE 4	Ken Hector, Chairperson 2017-2018
ZONE 5	Jackie Franke
ZONE 6	Diane Watson
ZONE 7	Betsy Earls

Handouts
June 20, 2018

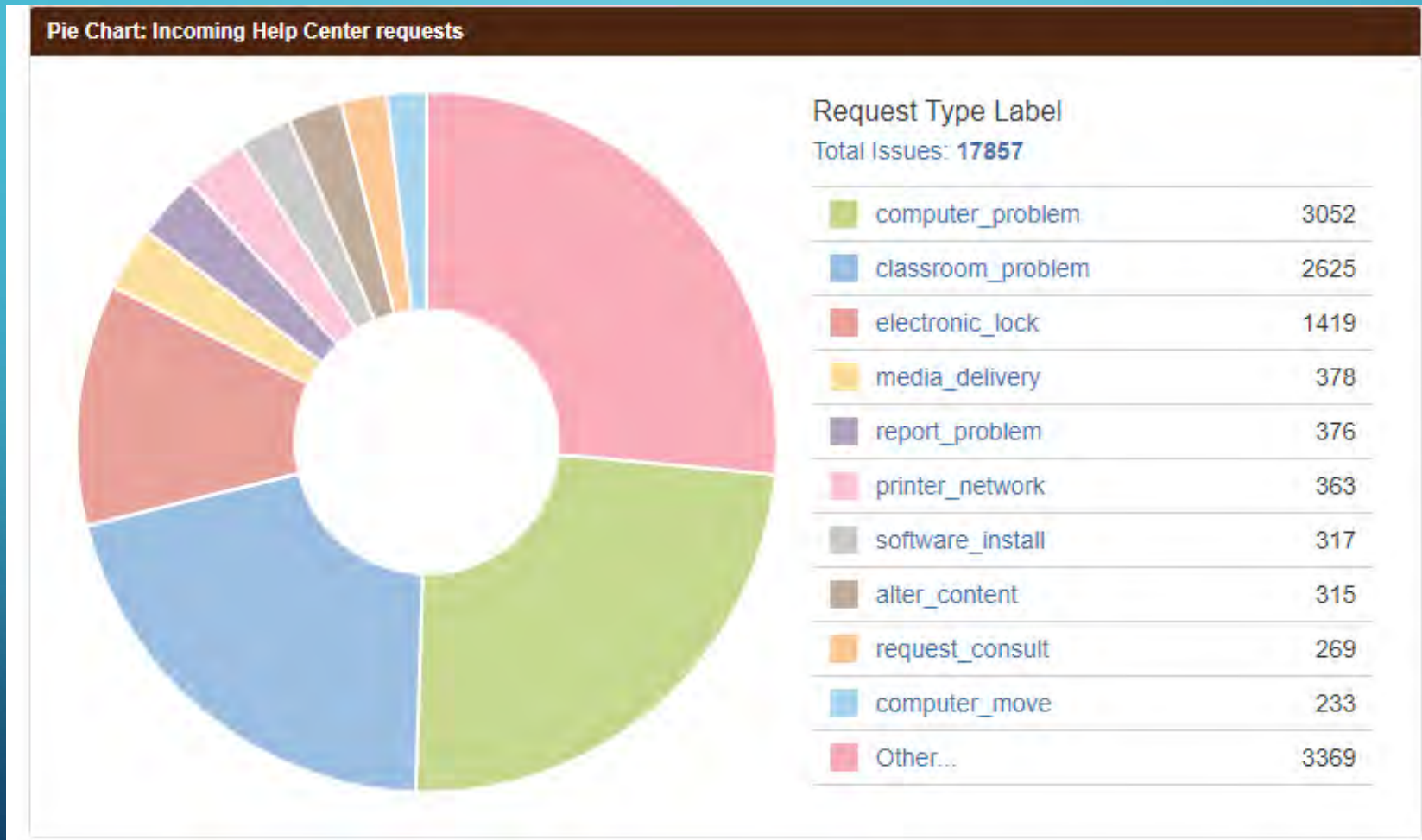
Workshop-A
June 20, 2018

CHEMEKETA INFORMATION TECHNOLOGY (IT) UPDATE 2018

TECHNICAL SUPPORT

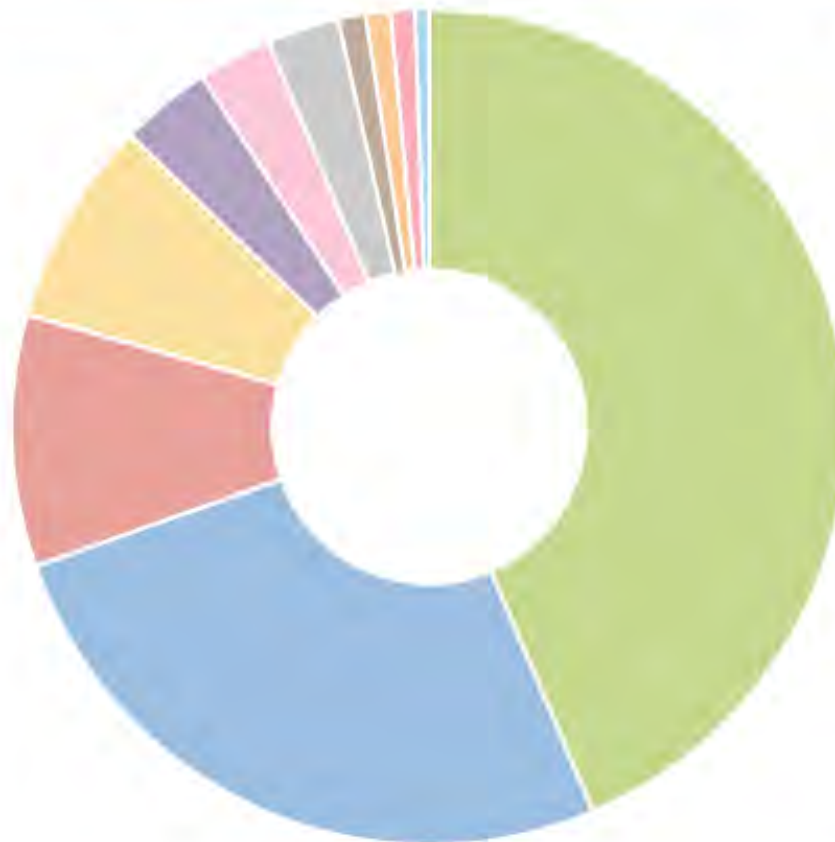
- Help desk support for students, faculty, and staff
- Phone and online computer ticketing system
- Hands-on technical and media support to classrooms, faculty, and staff
- Consultation support for requests that are out of help desk scope
- Classroom technology preparation before each term

TICKETS BY REQUEST TYPE (LAST YEAR)



TICKETS BY IT TEAM (LAST YEAR)

Pie Chart: Incoming Help Center requests



Managing Team

Total Issues: **17857**

Technician	7786
Media Services	4641
Public Safety	1740
System Administration	1426
Web Services	627
Procurement	513
Administrative Technology Services	498
Banner Administration	188
Help Desk	172
Application Integration	100
Other...	166

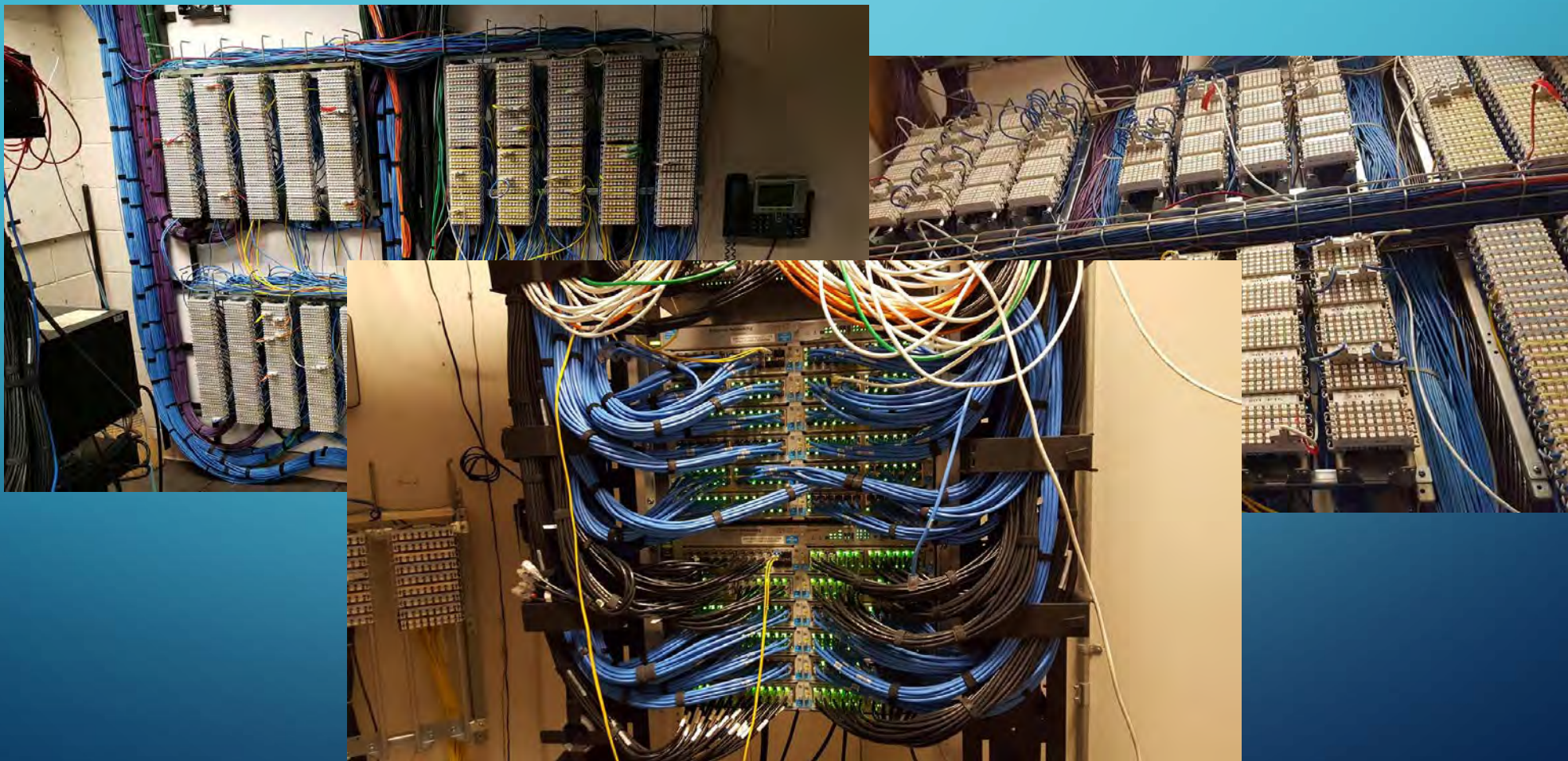
CHEMEKETA TECHNOLOGICAL INFRASTRUCTURE

- All college-wide network infrastructure
- Wi-Fi
- College phone system
- Chemeketa Data Center
- Server virtualization
- Cloud services

DATA CENTER- SALEM CAMPUS



COLLEGE NETWORK INFRASTRUCTURE



CHEMEKETA INFORMATION SECURITY

- Defensive technologies such as firewalls and encryption
- Audits to catch suspicious activities
- Forensic technological investigations
- Ensure technology use policies and guidelines are followed
- Data security consultation and review

CHEMEKETA IT PROJECT MANAGEMENT

- Provide project management for high-level college technical initiatives
- Assist with technology aspects of departmental projects
- Unify IT efforts with a focus on Confidentiality, Integrity and Availability (CIA triad)

EMBEDDED IT SUPPORT INITIATIVE

- Provide technical short-term or long-term resources to departments and programs
- Technology liaison between IT and other college departments
- Develop IT's knowledge of service and program area needs to enhance project outcomes
- Accelerate work and decision-making process

ENTERPRISE RESOURCE PLANNING SUPPORT (BANNER)

- Banner upgrades
- Third-party solutions integration with Banner
- Troubleshooting to resolve Banner and related issues
- Light customizations
- Data reporting systems

DISASTER RECOVERY AND CONTINUITY OF OPERATIONS

- Physical backups stored off-site weekly
- Electronic backups off-site nightly
- Secondary off-site data center

ACADEMIC SUPPORT

- Design, installation and support of electronic classrooms
- Computer lab hardware and software support
- Student study areas
- Integration support for Chemeketa Online
- College advising systems
- Student access portal

COMPUTER LABS



ELECTRONIC CLASSROOMS



STUDENT AREAS



WEBSITE SUPPORT

- Server systems
- Content management system
- Page layout design

CURRENT PROJECTS 2018

- Banner 9 upgrade
- Student Experience project
- Data Informed College initiative
- Cellular network
- IT reorganization

REORGANIZATION OF I.T.

- Goes into effect July 1, 2018
- Shifts focus of IT to be more customer oriented
 - Embedded resources - Moves decision making closer to the work (while still working within IT guidelines)
 - Empower IT Help desk to solve issues on first call
 - Realign technician focus (i.e. classrooms and employees)
- Align tier 2 Microsoft support with technician team to reduce steps in problem solving process

REORGANIZATION OF I.T. CONTINUED

- Respond to external departments requesting specialized support (i.e. Dental, Facilities, Public Safety)
- Enhance information security and system integration (CIA triad for implementing security)
- Overall – Pairing and coverage

CHALLENGES

- Rapid rate of technological change
- Pace of change in higher education
- Information security
- Cost control

OPPORTUNITIES

- Cloud computing
- Infrastructure as a service
- Software as a service

The image features a dark blue gradient background with white circuit-like lines in the corners. These lines consist of straight paths that end in small circles, resembling a stylized PCB or network diagram. The lines are positioned in the top-left, top-right, bottom-left, and bottom-right corners, framing the central text.

Questions ?

CHEMEKETA COMMUNITY COLLEGE
RESOLUTION NO. 17-18-28
ADOPTING THE BUDGET, MAKING APPROPRIATIONS,
AND LEVYING TAXES

WHEREAS, ORS 294.456 requires the board to adopt a budget, make appropriations and make and declare the ad valorem tax rate, and

WHEREAS, the budget committee has approved a General Fund expenditure budget of \$84,840,000 and other funds at a budget meeting on April 18, 2018, and the Board of Education is requested to adopt at this time a General Fund expenditure budget of \$84,840,000 and other funds as attached,

BE IT RESOLVED, that the Board of Education hereby imposes the taxes provided for in the adopted budget 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 in the amount of \$10,130,000 for payment of bonded debt; and that these taxes are hereby imposed and categorized for the tax year 2018-2019 upon the assessed value of all taxable property within the district.

	Subject to the Education Limitation	Subject to the General Government Limitation	Excluded From Limitation
General Fund	\$0.6259/\$1,000	0	0
Regional Library	0	\$0.0818/\$1,000	0
Bonded Debt Fund	0	0	\$10,130,000

NOW BE IT RESOLVED that the fiscal year beginning July 1, 2018, the amounts shown below are hereby appropriated for the purpose indicated within the funds listed:

GENERAL FUND

President's Office	
Personnel Services	4,392,467
Materials and Services	1,075,173
Capital Outlay	<u>306</u>
Total President's Office	5,467,946
College Support Services	
Personnel Services	12,635,654
Materials and Services	5,627,044
Capital Outlay	59,716
Transfers	4,775,000
Contingency	<u>3,500,000</u>
Total College Support Services	26,597,414

Instruction and Student Services	
Personnel Services	50,021,421
Materials and Services	2,654,839
Capital Outlay	<u>98,380</u>
Total Instruction and Student Services	52,774,640
GRAND TOTAL GENERAL FUND	\$84,840,000

There is an unappropriated ending fund balance of \$1,500,000 for the General Fund

CAPITAL DEVELOPMENT FUND	
Personnel Services	210,000
Materials and Services	5,000,000
Capital Outlay	14,490,000
Transfers	<u>1,300,000</u>
Total Capital Development Fund	21,000,000
PLANT EMERGENCY FUND	
Materials and Services	475,000
Capital Outlay	<u>275,000</u>
Total Plant Emergency Fund	750,000
SPECIAL PROJECTS FUNDS	
Personnel Services	7,850,000
Materials and Services	8,850,000
Capital Outlay	<u>1,000,000</u>
Total Special Projects Funds	17,700,000
SELF-SUPPORTING SERVICES FUND	
Personnel Services	18,250,000
Materials and Services	11,080,500
Capital Outlay	750,000
Transfers	<u>755,000</u>
Total Self-Supporting Services Fund	30,835,500
DEBT SERVICE FUND	
Debt Service	<u>41,600,000</u>
Total Debt Service Fund	41,600,000
RESERVE FUNDS	
Materials and Services	280,000
Capital Outlay	<u>50,000</u>
Total Reserve Funds	330,000

REGIONAL LIBRARY	
Personnel Services	865,000
Materials and Services	2,647,000
Capital Outlay	5,000
Transfers	65,000
Contingency	<u>480,000</u>
Total Regional Library	4,062,000
AUXILIARY ENTERPRISE FUND	
Personnel Services	1,225,000
Materials and Services	9,175,000
Capital Outlay	40,000
Transfers	<u>160,000</u>
Total Auxiliary Enterprise Fund	10,600,000
INTRA-COLLEGE SERVICES FUND	
Personnel Services	2,410,000
Materials and Services	6,067,000
Capital Outlay	500,000
Transfers	350,000
Contingency	<u>7,500,000</u>
Total Intra-College Services Fund	16,827,000
STUDENT GOVERNMENT, CLUBS AND NEWSPAPER	
Personnel Services	1,000
Materials and Services	249,000
Transfers	<u>50,000</u>
Total Student Government, Clubs and Newspaper	300,000
ATHLETICS	
Personnel Services	157,000
Materials and Services	233,000
Transfers	<u>150,000</u>
Total Athletics	540,000
EXTERNAL ORGANIZATION BILLING FUND	
Personnel Services	90,000
Materials and Services	430,000
Capital Outlay	<u>5,000</u>
Total External Organization Billing Fund	525,000

STUDENT FINANCIAL AID FUNDS
Financial Aid Expenditures

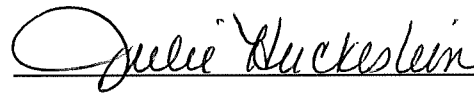
66,487,500

Total Student Financial Aid Funds

66,487,500



Ken Hector
Chairperson



Julie Huckestein
President/Chief Executive Officer

6/20/18

Date

CHEMEKETA COMMUNITY COLLEGE
FY2017-2018
TRANSFERS OF GENERAL FUND APPROPRIATIONS
RESOLUTION TRANSFERS

Through June 30, 2018

	Adopted Budget <u>6/28/2017</u>	Transfer Requested <u>6/20/2018</u>		Adjusted Budget <u>6/20/2018</u>
PRESIDENT'S OFFICE				
Personnel Services	4,347,986	368,668	1, 2	4,716,654
Materials and Services	1,134,017	5,306	2	1,139,323
Capital Equipment	306	0		306
TOTAL	5,482,309	373,974		5,856,283
COLLEGE SUPPORT SERVICES				
Personnel Services	12,409,631	(756,993)	1, 2, 5	11,652,638
Materials and Services	5,596,058	442,544	2, 5	6,038,602
Capital Equipment	59,716	0		59,716
Transfers	4,900,000	0		4,900,000
Contingency	3,750,000	0		3,750,000
TOTAL	26,715,405	(314,449)		26,400,956
INSTRUCTION & STUDENT SERVICES				
Personnel Services	48,000,134	(56,442)	1, 2, 3	47,943,692
Materials and Services	2,540,772	(83)	3, 4	2,540,689
Capital Equipment	101,380	(3,000)	4	98,380
TOTAL	50,642,286	(59,525)		50,582,761
GRAND TOTAL	82,840,000	0		82,840,000

CHEMEKETA COMMUNITY COLLEGE
FY2017-18
TRANSFERS OF REGIONAL LIBRARY APPROPRIATIONS

Through June 30, 2018

	<u>As Adopted 6/28/2017</u>	<u>Transfers Requested 6/20/2018</u>	<u>Adjusted Budget 6/20/2018</u>
Personnel Services	838,000	0	838,000
Materials and Services	2,750,000	(50,000)	2,700,000
Capital Equipment	5,000	50,000	55,000
Transfers	100,000	0	100,000
Contingency	342,000	0	342,000
TOTAL	4,035,000	0	4,035,000

Explanations:
networking equipment