

BOARD OF EDUCATION MEETING

December 11, 2024

Chemeketa Community College
4000 Lancaster Dr. NE
Salem, Oregon

I. Administration Updates	4:30–5 pm	Closed Meeting
II. Regular Session	5–6 pm	Web Conferencing/Live Stream Boardroom—Building 2, Room 170
A. Call to Order		
B. Pledge of Allegiance		
C. Chemeketa Land Acknowledgment		1
D. Roll Call		
E. Comments from the Public		
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J. Separate Action		
1.	Approval of Resolution No. 24-25-07, Proclamation Supporting the Oregon Community College Association’s Legislative Priorities for the 2025 Oregon Legislative Session Ken Hector, Chair—Board of Education	[24-25-115] 30a–30b
K. Action		
Consent Calendar Process (Items will be approved by the consent calendar process unless withdrawn at the request of a member of the board. Item or items requested to be removed by a member of the board will be removed from the consent calendar by the chairperson for discussion. A separate motion will then be required to take action on the item in question.)		
1.	Approval of Bachelor of Science in Nursing Degree (BSN) David Hallett, Vice President—Academic and Student Affairs	[24-25-114] 31–32
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M. Future Agenda Items		
N. Board Operations		
O. Adjournment		

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

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Land Acknowledgement
December 11, 2024

CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT

Prepared by

Ken Hector, Chair—Board of Education

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

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

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

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APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meeting of November 20, 2024, are submitted for review by the board.

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

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CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

November 20, 2024

I. WORKSHOP

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

Members in Attendance: Betsy Earls (arrived 4:33 pm); Jackie Franke; Ken Hector, Chair; Neva Hutchinson; Diane Watson, Vice Chair. Excused Absences: Ron Pittman, Iton Udosenata.

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

Insurance and Risk Management Report

John McIlvain, Director, Emergency and Risk Management, shared what risk management is at Chemeketa and provided some data points. Kathy Bowen, Vice President, Property and Casualty Insurance, USI Insurance Services, utilized a PowerPoint presentation to provide a risk management overview with information about highlights and challenges of 2024, the current insurance program design, recent years' premiums, an overview of services provided by USI insurance, and 2024–2025 objectives.

Ken Hector asked about the premium for the active assailant item. Kathy noted that the active assailant coverage is separate and a stand-alone policy that has a much higher limit than what the PACE program offers.

The workshop ended at 4:58 pm.

II. EXECUTIVE SESSION

Ken Hector, Chair, called Executive Session to order at 5:04 pm in Building 2, Room 172, at the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(d) negotiations.

Members in Attendance: Betsy Earls; Jackie Franke; Ken Hector, Chair; Neva Hutchinson; Iton Udosenata; Diane Watson, Vice Chair. Excused Absence: Ron Pittman.

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

Executive Session ended at 5:32 pm.

III. ADMINISTRATION UPDATES

Ken Hector, Chair, called the meeting to order at 5:41 pm, in Building 2, Room 172, at the Salem Campus.

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Members in Attendance: Betsy Earls; Jackie Franke; Ken Hector, Chair; Neva Hutchinson; Iton Udosenata; Diane Watson, Vice Chair. Excused Absence: Ron Pittman.

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

Updates were discussed with the board regarding the OSBA ballot, the Association of Community College Trustees (ACCT) Legislative Summit, the December college board meeting, the President's monthly report to the board, and agenda preview.

The meeting ended at 5:53 pm.

IV. REGULAR SESSION

A. CALL TO ORDER

Ken Hector, Chair, called the board meeting to order at 6:00 pm. The meeting was held in the Boardroom, Building 2, Room 170, at the Salem Campus.

B. PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

C. CHEMEKETA LAND ACKNOWLEDGMENT

Ken Hector read the land acknowledgment.

D. ROLL CALL

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

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

Board Representatives in Attendance: Lillian Anderson, Associated Students of Chemeketa (ASC); Amanda Knopf, Chemeketa Faculty Association; Aaron King, Chemeketa Classified Association (CCA); and Adam Mennig, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC

Ken Hector reviewed the public comment process.

<u>Commenter Name</u>	<u>Topic</u>
Amanda Knopf	Bargaining and part-time pay equity
Zac Kohl	Part-time faculty testimonials
Chris Claysmith	COLA testimonial
Matthew Keeling	COLA increase

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<u>Commenter Name</u>	<u>Topic</u>
Odilon Ramirez Javier	Part-time pay
Laura Mack	Lab rate pay
Traci Hodgson	Faculty working conditions
Jessica Schrunk	Safety
Shannon Othus Gault	Mandatory advising

F. APPROVAL OF MINUTES

Betsy Earls moved and Diane Watson seconded a motion to approve the Board of Education minutes from October 16, 2024.

The motion CARRIED.

G. REPORTS

Reports from the Associations

Lillian Anderson, Associated Students of Chemeketa (ASC), said the report stands as written and highlighted the karaoke party, club fair, legislative internships, and a big end-of-term event being planned, and stated that activities for next term are being worked on. Lillian said everyone on the team was disappointed to hear about the results of the bond, but said it was a great opportunity and valuable experience for those on the team to have the opportunity to participate.

Amanda Knopf, Chemeketa Faculty Association (CFA), said the report stands as written

Aaron King, Chemeketa Classified Association (CCA), said the report stands as written, and thanked everyone who provided public testimony.

Adam Mennig, Chemeketa Exempt Association (CEA), said the report stands as written. He appreciated Gaelen McCallister and Angela Archer for their work on the DOE grant and John McIlvain for checking 487 fire extinguishers every month. He also thanked Exempt staff for their work on contract negotiations.

Reports from the College Board of Education

Betsy Earls attended the Oregon Community College Association (OCCA) fall conference, and two Mid-Willamette Valley COG board meetings.

Diane Watson attended the bond presentation in Woodburn, Keizer Greeters, the Brooks Paramedic and EMT accreditation visit and summary of findings, the bond presentation at Capital Park Wesleyan Church, the Marion County Reentry Initiative (MCRI) breakfast, the quarterly meeting with President Howard, the OCCA fall conference, agenda review, a Foundation Board meeting, and Keizer City Council.

Jackie Franke attended the OCCA fall conference, Community and Partners of East Salem meetings, and East Salem Rotary meetings.

Neva Hutchinson attended a quarterly meeting with President Howard and the OCCA fall conference.

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Iton Udosenata attended the Oregon School Boards Association (OSBA) annual conference.

Ken Hector attended a quarterly meeting with President Howard, the Association Community College Trustees Public Policy meeting in Seattle, a Sublimity/Stayton Chamber meeting, the MCRI breakfast, agenda review, two OCCA Legislative Committee meetings, and a graduation ceremony at Oregon State Correctional Institute (OSCI), and participated in multiple bond presentations.

H. INFORMATION

Chemeketa Community College Measure Election for General Obligation Bonds Update

Aaron Hunter noted the Chemeketa bond did not pass and thanked the staff, students, board members, and community for their efforts and support, for attending multiple meetings, and for all the advocacy. In the short term, the proposed bond projects will not move forward, with the impact being that building and classroom issues will continue to be addressed through the current limited resources of the college. The college is determining next steps and timing to possibly pursue an additional bond effort.

Bachelor of Science in Nursing Degree (BSN)

Holly Nelson, Chief Officer, Workforce Innovation and Community Success, Sandi Kellogg, Dean, Health Sciences, and Annette Gorremans, Nursing Faculty, discussed the proposed new Bachelor of Science in Nursing degree. The college is collaborating with other community colleges in a consortium to create and develop all parts of the degree. One more step remains with the Higher Education Coordinating Commission (HECC) at its February meeting, then it will be reviewed by our accreditation agency and submitted to the US Department of Education to ensure financial aid eligibility. The program is projected to open in the fall term of 2026.

Board members asked questions and thanked staff for all of the work in putting this together.

2023–2024 Student-Initiated Fee (SIF) Budget Report

Manuel Guerra, Executive Dean, Student Affairs, noted that the student initiated fee generated \$165,247 last year and that the funds supported 18 student clubs and 19 leadership positions. Four legislative interns are being trained this year and are getting placed with a legislator's office. This fee has enabled students to build a sense of community and engagement on campus. Manuel thanked Lillian for all the work she is doing with Student Government.

Oregon Community College Association (OCCA) Board Update

Ken Hector said the report was late due to the OCCA conference taking place in early November and a delay in receiving the information to share. Ken said the report stands as written; the conference is summarized with award winners noted and upcoming events discussed.

Neva Hutchinson noted that Ron Pittman, Ken Hector, and Jackie Franke received awards for their years of service at the OCCA conference.

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I. STANDARD REPORTS

Personnel Report

Patrick Proctor said the report stands as written; there were three new hires, one from the general fund, and three employees who have changed positions at the college.

Budget Status Reports

Aaron Hunter noted on the Statement of Resources and Expenditures that the beginning fund balance is at zero until the end of the audit; property taxes are low but will increase in November and December; and the tuition and fees number includes fall term with refunds. The college has received two of the three state appropriations payments and the third will be received in January. On the Budget Status Report, expenses are trending as expected, utility expenses are running slightly higher and they are being watched due to the cold weather and utility rates. On the Status of Investments, there were two maturities and one new investment; the yields are going down and that is reflected in the Local Government Investment Pool (LGIP) rate.

Purchasing Report

Aaron Hunter said there is an Invitation to Bid (ITB) for on-call general carpentry services on the public website. There will be a recommendation brought to the board in January.

Capital Projects Report

Aaron Hunter said work continues on the two existing projects and the Building 2 kitchen project should be completed by spring of 2025.

Recognition Report

Jessica Howard acknowledged employees in the written report.

J. SEPARATE ACTION

Approval of Appointment of Budget Committee Members, Resolution No. 24-25-05 for Zone 1, and Resolution No. 24-25-06 for Zone 7 for 2024–2027.

Ken Hector discussed the Budget Committee positions and asked for separate motions. Per Resolution No. 24-25-05, it is recommended that the College Board of Education appoint Christopher Brantley as budget committee member for Zone 1 for a three-year term.

Jackie Franke moved and Neva Hutchinson seconded a motion to approve Resolution No. 24-25-05.

The motion CARRIED.

Per Resolution No. 24-25-06, it is recommended that the College Board of Education appoint Scott Engel as budget committee member for Zone 7 for a three-year term.

Jackie Franke moved and Betsy Earls seconded a motion to approve Resolution No. 24-25-06.

The motion CARRIED.

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K. ACTION

Iton Udosenata moved and Diane Watson seconded a motion to approve consent calendar item No. 1-2.

1. Approval of College Policy: Board of Education 1000 Series [24-25-112]
—~~#1725, Students with Disabilities~~
2. Approval of Contract Award for Site Planning and Facility [24-25-113]
Design Services for Building 7 (Gymnasium)

The motion CARRIED.

L. APPENDICES

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

M. FUTURE AGENDA ITEMS

None were heard.

N. BOARD OPERATIONS

Ken thanked those who testified, provided testimony, and followed the public comment process.

O. ADJOURNMENT

The meeting adjourned at 7:14 pm.

Respectfully submitted,

Julie Deuchars
Executive Coordinator


Jessica Howard
President/Chief Executive Officer

KEN HECTOR
Board Chair


Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Lillian Anderson, ASC Executive Coordinator

PAST EVENTS

Board Game Bonanza

- On Tuesday, November 12, the ASC hosted a board game afternoon in the Student Center. Students played their favorite games and enjoyed snacks. It was a perfect opportunity to meet new people, unwind, and have fun. With over 50 students attending, the event was a fantastic way to recharge after midterms!

Termsgiving

- On Tuesday, November 26, the ASC hosted the “Termsgiving celebration” to bring students together as they headed into the end of the term. With tamales, music, and a chance to take a break with peers, the event was a great success. Over 400 students were in attendance! Students also took a moment to write a note of gratitude to a Chemeketa staff member or anyone in their life they’re grateful for. ASC also held the Fall Term Events Raffle prize drawing. ASC’s goal with this event was to provide an opportunity for students to unwind, reflect on what they’re grateful for, and celebrate our amazing Chemeketa community!

Cocoa and Conchas

- On Monday, December 2, ASC provided free hot chocolate and conchas in the Student Center during the penultimate week of the term. ASC’s aim with this event was to provide students with a moral boost before they headed into their finals.

Kindness carts partnership

- During finals week, ASC partnered with the Chemeketa Service Leaders club to go around campus with carts of snacks and drinks to fuel students in their last push of studying for the term.

WINTER TERM PLANNING

ASC held a winter term planning meeting and the events suggested at the meeting are as follows:

- Lobby welcome, pizza kickoff, coffee social with tutoring, movie night, karaoke, Marion Polk Food Share volunteer trip, Valentine's day club fair, bingo, end-of-term kickback, and another partnership with the service leaders club for finals week kindness carts.

An official events schedule has yet to be finalized but it will be made soon.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

CONTRACT BARGAINING

Contract bargaining continues every Friday. Tentative agreements have been reached recently on several more articles. Only seven articles are still being negotiated, but they include the major economic articles on salary, workload, and benefits as well as other important articles related to recognition, association rights, sabbaticals, and faculty rights.

Four CFA bargaining priorities were outlined in the October and November CFA board reports:

1. Cost of Living Adjustments (COLAs) that keep pace with inflation.
2. Pay parity, or “equal pay for equal work.”
 - a. Increasing the part-time faculty pay index so they are paid an equivalent amount as full-time faculty for doing the same work.
 - b. Increasing the lab rate so faculty teaching labs are paid the same amount as those teaching lecture classes.
 - c. Increasing faculty salaries to be equivalent to our comparator colleges.
3. Affordable health care for all faculty.
4. Health and safety. This includes maintaining safe campus facilities and ensuring that the College takes reasonable steps to keep faculty and staff members safe so they may adequately perform their duties.

At the October 4 bargaining session, the CFA presented its proposal on salary and benefits, and on October 11 its proposal on workload. The CFA proposed significant increases in COLAs, the part-time pay index, lab rate, and College contributions to health insurance premiums.

On November 15, the College presented an economic counterproposal to these articles. There was only minor movement by the College on COLAs and the part-time pay index and no movement at all on the lab rate or on the College contribution to health insurance premiums, simply keeping current contract language.

About 110 faculty members attended the November 15 session (either in person or on Zoom), and their reactions were immediate and visible. Faculty were appalled at the College’s counterproposal, with some calling it “infuriating and insulting,” “disgraceful,” “disrespectful,” and “offensive.” In the past three years, faculty COLAs have totaled just 7.5% while the cost of living has risen more than 15%. This amounts to a pay cut in terms of actual buying power and the College’s proposal would perpetuate that.

Full-time faculty salaries at Chemeketa are lower than all five comparator colleges, part-time faculty are only paid 65% as much as full-time faculty for the same work, faculty teaching labs are only paid 82% as much as those teaching lecture classes, and monthly contributions toward health insurance premiums at Chemeketa rank 13th out of the 17 Oregon community colleges. For the College to continue to underpay and undervalue its faculty is unconscionable. Chemeketa faculty are the heart of Chemeketa and deserve to be compensated appropriately.

**CHEMEKETA COMMUNITY COLLEGE
CLASSIFIED EMPLOYEES ASSOCIATION (CCA)**

Prepared by

Timothy King, External Vice President—Chemeketa Classified Association
Trina Butler, Director of Membership—Chemeketa Classified Association
Aaron King, President—Chemeketa Classified Association

PRESIDENT’S MESSAGE

Winter Celebration Contribution

The Classified Association contributed \$750 to support Chemeketa's annual Winter Celebration, scheduled for December 4, 2024. This donation will help purchase food gift certificates for Chemeketa families in need, continuing our tradition of supporting this meaningful community event.

CCA Silent Auction Basket - Pamper You! (All in Blue)



The Chemeketa Classified Association (CCA) is proud to continue its tradition of supporting the Winter Celebration Silent Auction with a special contribution. This year, we're excited to present the Pamper You! (All in Blue) basket, a thoughtful collection designed to inspire relaxation and self-care. The basket's All in Blue theme reflects not only a calming and serene aesthetic but also celebrates the signature color of the CCA, reinforcing our identity and commitment to our community. Filled with a variety of indulgent items—from cozy accessories to luxurious treats—this basket is a perfect representation of care and connection.

CCA's past Silent Auction contributions have been warmly received, and we are delighted to participate once again in this wonderful event. We hope the Pamper You! (All in Blue) basket brings joy to its recipient and helps make this year's celebration a memorable one. Thank you to all who contributed to making this donation possible. Here's to another successful Winter Celebration!

Bargaining Progress and Employee Sentiment Overview

The bargaining process has been ongoing for an extended period, causing significant frustration among employees. Despite the time invested, the College's proposals remain a source of concern for many, as critical issues still need to be addressed.

Current Progress

While some discussions have yielded incremental advancements, the overall pace has been slow. The College's latest proposal has been met with substantial dissatisfaction from the employees, indicating a disconnect between the proposed terms and the workforce's expectations and needs.

Employee Sentiment

We recently surveyed employees to gauge their reactions to the College's proposal. The results show:

- 51 percent of respondents expressed disappointment with the proposal and found it unsatisfactory.
- Employees have voiced concerns over the lack of alignment with their priorities and needs, including fair compensation, workload, benefits, and safe working conditions.

The prolonged process has further exacerbated feelings of frustration and disillusionment, with many expressing a desire for a more collaborative and timely resolution.

Conclusion

The bargaining process has reached a critical juncture. Employee sentiment indicates a need for a renewed focus on collaboration and problem-solving. Addressing these challenges promptly is essential to rebuilding trust and ensuring a successful resolution. We urge the Board to advocate for measures that will accelerate progress and bridge the gap between the College's proposals and employee expectations.

Statement of Solidarity with Albany Educators

The CCA stands in unwavering solidarity with the Albany educators who are courageously striking for the safe working conditions and living wages they rightfully deserve. Educators are the backbone of our communities, shaping the minds and futures of our children, yet they are too often asked to do so without the resources or respect necessary to thrive. It is unacceptable that educators must fight for the basics: classrooms free from hazards, adequate support for their students, and compensation that allows them to live in the communities they serve. These are not extravagant demands—they are fundamental rights and essential investments in the future of our society.

We commend the educators of Albany for their bravery in standing together and speaking out. Their fight is not just for their own well-being but for the students and families who depend on them and for all workers striving for dignity and fairness in their workplaces.

To the Albany educators: You are not alone. Your fight is our fight, and we are with you every step of the way. We urge the district to listen to your voices and to work in good faith to reach a resolution that honors the vital work you do every day.

In solidarity,
Aaron King
Classified Association President

NEW HIRES

Austen Miller, Maintenance/Trades Assistant—Capital Projects and Facilities, Workforce Innovation and Strategic Engagement, 100 percent, 10-month assignment effective November 13, 2024.

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POSITION CHANGES

Aaron Marling, Systems Analyst–Information Technology, Governance and Administration, 100 percent, 12-month assignment, from [Exempt] Systems Access Manager–Human Resources–Business Services, College Support Services, effective October 21, 2024.

Jamila Nass, Technology Analyst II–Diversity, Information Technology, Governance and Administration, 100 percent, 12-month assignment, from Financial Services Analyst I–Business Services, College Support Services, effective November 18, 2024.

Judith Allen, Department/Project Coordinator/Analyst–Diversity, Equity, Inclusion and Belonging, President's Office, 100 percent, 12-month assignment, from Department Specialist–Center for Academic Innovation, Academic Affairs, effective December 16, 2024.

EVENTS

The CCA is still in contract bargaining and periodically hosts “Brown Bag” lunches to inform classified employees on the latest bargaining news, as well as answer questions. The events have been well attended, both in person and via Zoom.

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Adam Mennig, President—Chemeketa Community College Exempt Association

The Exempt Association was pleased to contribute \$750 to the annual Chemeketa Winter Celebration to support Chemeketa colleagues in need. The Exempt Association is appreciative of the planning committee for all of their work in hosting an event that demonstrates the power of community.

The Exempt Association Quarterly membership meeting is December 12. The event is titled Crafts and Karaoke with members making holiday crafts and serenading colleagues with their favorite tunes. Additionally, members are collecting needed items for the Chemeketa Food Pantry. Items in need at the pantry include:

Food	Non-Food Items Needed
Coffee-Instant Canned Chicken Crackers (saltine) Microwaveable Meals (variety) Mac n Cheese in the cup Individual drinks (juices) Tortillas (flour) Tortilla Chips Canned Corn Instant Noodles (cup of noodles & ramen chicken)	Shampoo (travel size if possible) Body Wash (travel size if possible) Deodorant (Men & Women's) or Gender Neutral (smaller size) Toothpaste (travel size if possible) Mouthwash (travel size if possible)

STATEMENT OF BUDGET PRINCIPLES 2025–2026

Prepared by

Brian Knowles, Director—Budget and Finance

Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

The Statement of Budget Principles for 2025–2026 is presented for the board's information and review. These principles will be used in developing and guiding the decisions for the 2025–2026 budget.



Budget Principles and Financial Environment Fiscal Year 2025-26

The college's budget principles and financial environment are reviewed each fall as the budget cycle begins. The budget principles and some of the known key factors affecting the college's resources and expenses for the 2025–26 budget are as follows:

Budget Principles

Our 2025–26 budget will:

1. Focus on mission fulfillment through the priorities of creating an inclusive and welcoming culture, holistic student support, academic quality, community and workforce engagement, and organizational excellence.
2. Consider decisions through the college values of Adaptability, Belonging, Community, Opportunity, and Quality.
3. Maintain the following:
 - a. Financial flexibility to be resilient and adaptable in a rapidly changing environment.
 - b. Staffing and facilities at sufficient levels to protect the college's infrastructure and ensure compliance with regulations and laws.
 - c. Sufficient fund balance to:
 - i. Protect against unanticipated resource declines or cost increases that could jeopardize the future of Chemeketa;
 - ii. Provide the flexibility to take advantage of opportunities; and
 - iii. Maintain a balanced operating budget to ensure the long-term fiscal health of the college.
4. Pursue investment opportunities in initiatives, strategies, programs, and operations that will positively impact student completion and success.
5. Seek cost-sharing and revenue-producing opportunities that support our mission and strategic priorities such as grants, partnerships, self-support ventures and foundation assistance that may augment operations.

Financial Environment

Resources:

State legislative appropriation: Budget year 2025–26 will be the first year of the 2025–27 state biennium and, as is normal for the beginning of a new biennium, the legislative appropriation will be determined during the February-to-June 2025 legislative session. The framework for the Governor's Recommended Budget (GRB) was released in early December outlining the Governor's program and funding priorities. The GRB proposed \$870.4 million, an increase of 6.9% from the 2023-25 biennium budget. Specific details on the GRB were not available at the time of this report. While community colleges continue to receive strong bipartisan support, limited resources and competing statewide priorities (such as social services, pension obligation increases, and K-12 education) may limit significant future community college funding increases. The legislature, through the Ways and Means Committee, will make the final decision on community college funding by the end of June 2025.

State support and distribution of resources (includes property taxes): The Higher Education Coordinating Commission (HECC) proposed changes to the community college funding model to the legislature in the 2023 legislative session. The proposed changes primarily focused on incorporating funding components based on student support and student success metrics. These changes began in the 2024-25 fiscal year

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and will continue to be phased in over the next two biennia. The initial results of the new formula have had minimal impact on Chemeketa's share of state resources resulting from this change.

Economy: The state revenue forecast has remained strong for the 2023-25 biennium. Overall, the economic climate in Oregon continues to show low unemployment rates and a declining likelihood of a recession. With the November 2024 elections, a change in the political landscape at the national level as well as a supermajority in the Oregon Legislature could influence future state funding and priorities.

Enrollment: Enrollment impacts all three of the college's major sources of revenue: tuition and fees, state funding, and property taxes. Tuition and fees are affected directly while state funding and property taxes are impacted through an enrollment-based funding distribution formula. As compared to 10 years ago (2014-15), the college has experienced a 38% enrollment decline. For 2023-24, enrollment (FTE) increased 2.4% from the previous year. Through the fall term for the current year (2024-25), enrollment has increased approximately 5.5% as compared to 2023-24. Forecasting enrollment for 2025-26, the college is projecting a modest increase of 3% in enrollment compared to the current year.

Tuition and fee revenue: The college has experienced declines in tuition and fee revenues consistent with the loss in enrollment. The college has been able to minimally offset overall tuition and fee revenue declines with tuition and universal fee rate increases. Last year, the college increased tuition by \$3 per credit to \$104 per credit and left the universal fee rate unchanged at \$37 per credit. Any potential changes to the tuition and universal fee rates for 2025-26 will be recommended to the College Board of Education at the January 2025 board meeting.

Expenses:

Generally, prices for goods and services have stabilized, while certain supply chain challenges continue to exist. College costs related to insurance and utilities continue to outpace standard inflationary amounts. Contracts with the Faculty and Classified Associations expired on June 30, 2024. Negotiations have been ongoing with both Associations since January 2024, but neither contract has been settled at this point in time. From a budgeting perspective, this has presented a challenge in that personnel costs for the current year (2024-25) and upcoming budget year (2025-26) are unknown.

Due to significant uncertainties with state funding levels, enrollment, and personnel costs, the college will need to approach 2025-26 in a cautious and judicious manner. During budget development for the upcoming year, the college will be considering what is most strategic, focusing on critical community and workforce needs; making decisions to help increase or preserve student enrollment whenever possible; evaluating options that will least impede the college's ability to serve the community in both the short and longer term; and considering equity implications in decision-making.

**2024–2025 FACULTY SABBATICAL LEAVE RECOMMENDATION
ONE-TERM SPRING 2025**

Prepared by

Justus Ballard, Sabbatical Review Committee Co-Chair
Tim Ray, Sabbatical Review Committee Co-Chair
David Hallett, Vice President—Academic and Student Affairs

In spring 2024, the College Board of Education approved seven (7) applications for a total of seventeen (17) terms of sabbatical leave for the 2024–2025 academic year, leaving one (1) term of leave for one-term spring 2025 sabbaticals. As noted in the collective bargaining agreement, “if all eligible leaves are not awarded by the April board meeting, applications for a spring leave will be accepted until October 1.”

One application was submitted for one-term spring 2025 sabbaticals. The Sabbatical Review Committee reconvened in fall 2024 and used the criteria and guidelines developed jointly by the faculty association and the college to review the application. The committee, by consensus, recommended the application listed below be approved. Academic and Student Affairs concurred with the committee recommendation.

The College Board of Education will be asked to approve the following sabbatical leaves at the December board meeting:

Colin Ensminger-Stapp - Learning Technologies Facilitator, 1 term

This sabbatical will focus on ePortfolios, which have emerged as an effective assessment of student learning outcomes. The sabbatical will focus on investigating how ePortfolios can be utilized as a successful tool for learning outcomes assessment, identifying best practices, challenges, and integration strategies and formulating actionable recommendations to guide Chemeketa Community College in effectively incorporating ePortfolios into assessment frameworks.

1 term available
1 applicant—1 term
1 applicant and 1 term approved

2023–2024 FINANCIAL AID AND VETERANS SERVICES UPDATE

Prepared by

Rob Hoffman, Director—Financial Aid and Veterans Services
Ryan West, Executive Dean—Student Affairs
David Hallett, Vice President—Academic and Student Affairs

FINANCIAL AID

In 2023–2024, the College received 16,653 Free Application for Federal Student Aid (FAFSA) forms and 213 Oregon Student Aid Application (ORSAA) forms. This represents an 8.96 percent increase in FAFSAs and a 7.03 percent increase in ORSAAs from the previous year (up from 199 in 2022–2023). A total of 5,316 students received \$39,262,498 in financial aid from all sources. This reflects an increase of 182 more students receiving aid and a 14.65 percent increase in the amount of financial aid dollars over the previous year.

Chemeketa's 3-year cohort default rate (CDR) is currently zero (0) percent. The rate last year was zero (0) percent as well. The nationwide pause in student loan repayment enacted at the beginning of the pandemic is still skewing this number lower than it would otherwise be. October 2023 saw the return of student loan repayment and once repayment data becomes available in the 2025 calendar year, the college will have a more accurate CDR.

The upcoming 2025–2026 award year will be business as usual in respect to the Financial Aid office operations. Last year saw the largest FAFSA overhaul in recent history, which presented many challenges for FAFSA filers and financial aid offices nationwide. However, the 2025–2026 year application cycle is expected to be far less burdensome, as the Department of Education conducted extensive testing prior to releasing this year's application to the public.

VETERANS SERVICES

In November, the Department of Education announced that Chemeketa was selected as a recipient for the Center of Excellence for Veteran Student Success Grant. This was a result of great work done by Angela Archer and Gaelen McAllister. Chemeketa will be awarded \$499,969 per year for three years, which will fund a Veterans Center Coordinator position, supplies for student support, and Green Zone training for faculty and staff. The funding will bolster campus resources for the Veterans Resource Center and will provide continued funding to support impactful projects and programs to ensure the success of veteran students. Chemeketa served and supported 369 veteran students in the 2023–2024 award year.

On November 12, 2024, the college celebrated Veterans Day with student and employee veterans to honor their service and commitment. Student veterans and their families were able to come together and continue to build their community of support.

The Veterans' Services Department continues to serve student Veterans and their dependents with high-quality advising and educational benefit certification.

2024 CULTURAL COMPETENCY UPDATE

Prepared by

Vivi Caleffi Prichard, Chief Diversity Officer—Diversity, Equity, Inclusion, and Belonging
Jessica Howard, President/Chief Executive Officer

In 2017, Oregon’s House Bill 2864 passed, requiring each public institution of higher education to establish a process for recommending and providing oversight for the implementation of cultural competency standards for the institution and its employees.

In addition, institutions are required to provide a biennial report to their board of education on their progress. The following document summarizes Chemeketa’s current efforts in building individual and institutional capacity to advance equity through cultural competence at the college.

OREGON COMMUNITY COLLEGE ASSOCIATION (OCCA) BOARD UPDATE

Prepared by

Ken Hector, Chair—Board of Education/OCCA Board Member
Jessica Howard, President/Chief Executive Officer

OCCA Board Update for December 2024

Fourth Week Fall Enrollment Released

Oregon's community colleges are celebrating a promising increase in enrollment as the fourth-week enrollment reports from the state's Higher Education Coordinating Commission (HECC) revealed significant growth in overall headcount and Full-Time Equivalent (FTE) enrollment at the majority of community colleges statewide. The Fourth Week Fall Enrollment Report was released by the HECC on November 15. According to the HECC, the overall college headcount during the fourth week of the fall term was 4.3 percent higher this year than in 2023 (90,961 students). This mirrors the national trend in headcount enrollment for community colleges. The number of FTE students is also higher in 2024 at 21,897 students, a 7 percent increase over this time in 2023. Though statewide enrollment has continued on an upward trend since 2023, it remains lower than pre-pandemic levels. Headcount is 17.6 percent lower than in fall 2019, and FTE is 14.2 percent lower. It's noteworthy, however, that the decrease in FTE for 2024 occurs at two of the smallest Oregon community colleges, representing a total of just under six students, whereas statewide the increase to FTE was 1,437 students. Additional information about the Fourth Week Enrollment Report is available on the OCCA website:

<https://occa17.com/oregon-community-colleges-see-enrollment-surge/>.

Fall State Revenue Forecast

State economists presented their quarterly economic and revenue forecast to legislators last month, showing state revenues up \$950 million from the previous forecast and triggering Oregon's unique kicker law. State economists predict Oregon will send roughly \$1.8 billion back to Oregon taxpayers based on the state's kicker law. Forecasters now expect \$28.1 billion in General Fund revenue during Oregon's current budget cycle. That's nearly \$3 billion more than the state's original forecast in 2023 and almost \$1 billion more than the most recent forecast update in August.

OCCA Board Meeting on December 6

The OCCA Board of Directors met for its winter quarterly meeting on Friday, December 6. The meeting was hybrid, with those in-person attending at Mt. Hood Community College in Gresham. Among the action items on the agenda were: the approval of the OCCA 2025 Legislative Session Priorities, which sets the legislative platform for OCCA for the 2025 Legislative Session, and approval of the 2025–2027 Legislative and Regulatory Policy Positions document, which guides OCCA staff in taking policy positions during legislative sessions for the next biennium. The Board also heard the annual update on the Student Success Metrics (formerly referred to as Early Momentum Metrics). Once the OCCA Board approves its 2025 Legislative Priorities, college boards will be asked to support a resolution supporting those priorities. OCCA will also update its online 2025 Advocacy Toolkit with an informational one-pager outlining these priorities. Note, that because this report was created **prior** to the December 6 OCCA meeting, the approval action results are not contained in this report.

Post-Election Concern: Protecting Undocumented Students

With the recent election of Donald Trump as the next President, many colleges, and universities across the country – including in Oregon – have expressed concerns about how they can protect undocumented students. President-elect Trump has on multiple occasions expressed his intentions to deport undocumented immigrants en masse and quash the Deferred Action for Childhood Arrivals (DACA) program, which protects immigrants brought to the U.S. as children from deportation and allows them to work and go to school in the U.S. *Inside Higher Ed* published an article November 18 that outlines how leadership at some institutions across the country is responding, walking the fine line between preparing for potential policy changes while trying to avoid panic, and promising protections without stepping out of legal bounds or courting backlash.

HECC Approves BSN Programs at Community Colleges

In November, six community colleges that are part of a consortium for Bachelor of Science in Nursing (BSN) programs submitted a notice of application for the degrees to the Higher Education Coordinating Commission (HECC). Their applications are now in progress and are in Phase 2 of 3 in that process. HECC consideration of approval will be done at a future meeting. The six colleges that submitted applications for approval of a BSN program include Central Oregon CC, Chemeketa Community College, Klamath CC, Linn-Benton CC, Oregon Coast CC, and Treasure Valley CC. Lane CC has also applied but is only in Phase 1 of the process.

Upcoming Events and Training

OCCA has a great schedule of events set for 2024–2025! Visit the OCCA website, <https://occa17.com/calendar/> for details about coming events.

• Lunch & Learn Webinars

2025 Legislative Priorities and Advocacy – Due to the holidays, there will be no December Lunch and Learn webinar. The next Lunch and Learn webinar is set for January 30, 2025, at noon and will highlight OCCA's 2025 Legislative Priorities and how community college stakeholders can prepare to be effective advocates. Register for this and other Lunch and Learn webinars on the OCCA website: <https://occa17.com/lunchandlearn/>.

• December Interim Legislative Days – December 10–12, 2024

Legislators will meet for their final interim committee meetings December 10–12 with an eye toward the 2025 Legislative Session, which begins on January 21. Committees hold informational hearings during these interim meetings on current topics and hear updates on previous legislation and potential legislation for the upcoming session. OCCA is planning to meet with numerous legislators during this period and looks forward to meeting with the new leadership, including:

- o Sen. Rob Wagner (D-Lake Oswego) - Senate President
- o Sen. James Manning (D-Eugene) - Senate President Pro Tempore Designate
- o Sen. Kayse Jama (D-East Portland, Damascus, Boring) - Senate Majority Leader
- o Sen. Winsvey Campos (D-Aloha) - Senate Deputy Majority Leader
- o Sen. Sara Gelser Blouin (D-Albany, Corvallis, S. Salem and surrounding areas) – Senate Majority Whip
- o Sen. Lew Frederick (D-N/NE Portland) - Senate Majority Whip
- o Sen. Janeen Sollman (D-Hillsboro) - Senate Asst. Majority Leader
- o Sen. Khanh Pham (D-NE/SE Portland) - Senate Asst. Majority Leader
- o Rep. Julie Fahey (D-West Eugene and Veneta) - House Speaker Nominee
- o Rep. Ben Bowman (D-Tigard, Metzger and S. Beaverton) - Majority Leader

Information-5
December 11, 2024

- o Rep. David Gomberg (D-Lincoln and Western Benton/Lane counties) - Speaker Pro Tempore Nominee
- o Rep. Andrea Valderrama (D-Outer E. Portland) - Majority Whip
- o Rep. Jason Kropf (D-Bend) - Deputy Majority Whip
- o Rep. Pam Marsh (D-S. Jackson County) - Asst. Majority Leader (Policy)
- o Rep. Anessa Hartman (D-Gladstone, Oregon City and N. Clackamas County) - Asst. Majority Leader (Political)
- o Rep. Hai Pham (D-S. Hillsboro and W. Beaverton) - Asst. Majority Leader (Professional Development)
- o Sen. Daniel Bonham (R-The Dalles) - Republican Leader
- o Sen. David Brock Smith (R-Port Orford) - Deputy Republican Leader
- o Sen. Cedric Hayden (R-Fall Creek) - Deputy Republican Leader
- o Sen. Dick Anderson (R-Lincoln City) - Deputy Republican Leader
- o Sen. Suzanne Weber (R-Tillamook) - Republican Whip
- o Rep. Christine Drazan (R-Canby) - House Republican Leader
- o Rep. Lucetta Elmer (R-McMinnville) - Deputy House Republican Leader
- o Rep. Virgle
- o Osborne (R-Roseburg) - House Republican Whip

Chemeketa will be scheduling meetings with every legislator in Chemeketa's three-county district based on legislator availability.

• **Higher Ed 101 – December 12, 2024**

OCCA will participate in a “Higher Education 101” event for legislators in December organized by the Higher Education Advocacy Group – an informal coalition of Oregon community colleges, public universities, and private non-profit colleges and universities.

Topics covered will include:

- o Higher education structure and governance
- o Financial aid and state investment
- o Affordability and access (including supporting underrepresented students)
- o Economic impacts of post-secondary education

• **2025 OCCA Legislative Summit and Lobby Day – March 5–6, 2025**

The 2025 Legislative Summit and Lobby Day will take place on March 5 and 6 at the Salem Convention Center. This important event is a great opportunity for college presidents, board members, campus advocacy coordinators, students, and other advocates to learn more about how proposed bills could impact community colleges during the Legislative Session. You'll hear from legislators, experienced community college advocates, and students. Learn advocacy best practices and important messaging as we work to support community colleges during the 2025 Legislative Session. The summit will take place on March 5 at the Salem Convention Center, while March 6 is the day for colleges to meet with legislators at the Capitol.

• **2025 All-Oregon Academic Team Luncheon (AOAT) – April 18, 2025**

The AOAT Luncheon is set for April 18, 2025, at Chemeketa Community College's Eola Center in Salem to honor outstanding community college students. This honor recognizes high-achieving community college students who demonstrate academic excellence and intellectual rigor combined with leadership and service that extends their education beyond the classroom to benefit society.

OCCA Digest e-newsletter

The OCCA Digest is a monthly e-newsletter that highlights updates during the Legislative Session, important events, news, and announcements. It's a great way to stay connected with information important to community colleges in Oregon and learn how you can take action to support colleges and students. The newsletter is published the first Friday of each month, except during a legislative session, at which time it becomes a weekly publication. To sign up to receive this free e-newsletter, visit <https://occa17.com/resources/newsletter/> and click the "Sign Up" button. The OCCA Digest will come from OCCA Communications Director Casey White-Zollman at casey@occa17.com, so be sure to add her email to your contacts.

PERSONNEL REPORT

Prepared by

Patrick Proctor, Associate Vice President—Human Resources
Alice Sprague, Vice President—Governance and Administration

NEW HIRES

Jennifer Cottam, Student Services Specialist—Student Accessibility and Testing Services, Student Affairs Division, 100 percent, 12-month assignment, Range B3, Step 6.

Matthew E. Geiger, Director of Salem Business Development Center (SBDC)—Chemeketa Center for Business and Industry (CCBI), Workforce Innovation and Strategic Engagement Division, 100 percent, 12-month assignment, Range D2, Step 7.

Alissa S. Hattman, Instructor-English—Liberal Arts and Transfer Studies, General Education and Transfer Studies Division (GETS), 100 percent, 10-month assignment, Range F9, Step 12.

Austen C. Miller, Maintenance/Trades Assistant—Capital Projects and Facilities, College Support Services Division, 100 percent, 12-month assignment, Range A4, Step 4.

Jeremiah J. Miller, Public Safety Officer I—Career and Technical Education and Public Safety, Governance and Administration Division, 100 percent, 12-month assignment, Range B2, Step 7.

POSITION CHANGES

Aaron Marling, Systems Analyst—Information Technology, Governance and Administration Division, 100 percent, 12-month assignment, Range C3, Step 11, from limited duration, Human Resources Systems Access Manager, Human Resources, Governance and Administration Division.

James P. McNicholas, Director of Student Success, Equity, and Belonging—Student Success Equity and Belonging, Student Affairs Division, 100 percent, 12-month assignment, Range D1, Step 8, from Recruitment and Outreach, Student Affairs Division.

Jamila Naas, Technology Analyst II—Information Technology, Governance and Administration Division, 100 percent, 12-month assignment, Range C2, Step 7, from Financial Services Analyst I, Business Services, College Support Services Division.

SEPARATIONS

Shubhavi Arya, Instructor-Computer Science—Math, Engineering, and Computer Science, General Education and Transfer Studies Division (GETS), effective November 7, 2024.

BUDGET STATUS REPORT

Prepared by

Rich Kline, Director—Business Services

Brian Knowles, Director—Budget and Finance

Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

The financial reports of the general fund and investments for the period from July 1, 2024, through November 30, 2024, will be shared during the Board meeting.

The following items are included in the report:

- General Fund Revenue and Expense Statement
- General Fund Budget Status Report
- Status of Investments as of November 2024

Chemeketa Community College
Statement of Resources and Expenditures
As of November 30, 2024

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
Resources:				
Beginning Fund Balance	20,308,042	-	0.00%	(20,308,042)
Property Taxes	30,070,205	14,561,672	48.43%	(15,508,533)
Tuition and Fees	18,931,433	13,512,924	71.38%	(5,418,509)
State Appropriations - Current	30,932,329	21,154,810	68.39%	(9,777,519)
State Appropriations - Carryover from FY24	10,408,422	10,408,422	100.00%	-
Indirect Recovery	985,074	443,960	45.07%	(541,114)
Interest	2,520,484	1,335,784	53.00%	(1,184,700)
Miscellaneous Revenue	536,488	35,077	6.54%	(501,411)
Transfers In	100,000	-	0.00%	(100,000)
Total Resources	114,792,477	61,452,649	53.53%	(53,339,828)
Expenditures:				
Instruction	38,232,893	12,785,384	33.44%	25,447,509
Instructional Support	13,026,840	4,899,551	37.61%	8,127,289
Student Services	10,025,771	3,843,496	38.34%	6,182,275
College Support Services	23,461,656	6,705,161	28.58%	16,756,495
Plant Operation and Maintenance	8,566,208	2,805,201	32.75%	5,761,007
Transfers	5,856,200	2,802,887	47.86%	3,053,313
Total Expenditures (Excluding Contingency)	99,169,568	33,841,680	34.13%	65,327,888
Contingency	15,622,909	-	0.00%	15,622,909
Total Expenditures	114,792,477	33,841,680	29.48%	80,950,797

Chemeketa Community College
Budget Status Report
As of November 30, 2024

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	11,228,450	4,085,143	5,540,304	1,603,003
6120	Classified Salaries	14,940,038	5,091,619	7,261,295	2,587,124
6124	Part-Time Hourly & Student Wages	1,275,538	408,284	-	867,254
6130	Faculty Salaries	18,050,071	5,696,922	10,103,158	2,249,991
6132	Part-Time Faculty	9,145,643	2,860,519	716,707	5,568,417
6510	Fixed Fringe Benefits	10,442,414	3,733,724	-	6,708,690
6511	Variable Fringe Benefits	17,678,301	5,741,265	-	11,937,036
6512	Other Fringe Benefits	380,000	203,887	-	176,113
	Subtotal Personnel Services	83,140,455	27,821,363	23,621,464	31,697,628
					33.46%
Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,675,439	365,564	600	1,309,275
720	Equipment \$500-\$4,999	128,768	28,511	-	100,257
7300	Legal Services	241,325	15,788	46,300	179,237
7310	Insurance	1,066,125	947,672	-	118,453
7320	Maintenance	378,386	113,389	7,140	257,857
7330	Communications	914,951	288,645	-	626,306
7340	Utilities	2,715,576	580,772	53,088	2,081,716
7350	Staff Development	130,056	50,753	-	79,303
7360	Travel	366,337	71,083	-	295,254
7370	Other Services	2,055,950	691,739	217,929	1,146,282
7550	Capital Outlay	500,000	63,514	-	436,486
8150	Transfers Out	5,856,200	2,802,887	-	3,053,313
	Subtotal Non-Personnel Services	16,029,113	6,020,317	325,057	9,683,739
					37.56%
8500	Contingency	15,622,909	-	-	15,622,909
	Report Totals	114,792,477	33,841,680	23,946,521	57,004,276
					29.48%

Status of Investments
November 30, 2024

	Statement Date	Maturity Date	Account Balance	Rate as of 11/30/2024
<u>Oregon State Treasurer Investments</u>				
Oregon Short-Term Fund - General	11/30/2024	On demand	\$ 42,530,918.21	4.850%
Oregon Short-Term Fund - Capital	11/30/2024	On demand	\$ 9,806,811.48	4.850%
Total Oregon State Treasurer Investments			\$ 52,337,729.69	
<u>Other Investments</u>	Investment Date	Maturity Date	Amount Invested	Yield
Corporate Note - National Australia Bank	12/5/2023	11/22/2024	\$ 3,002,079.67	5.255%
Corporate Note - Bank of Montreal	3/28/2024	12/12/2024	\$ 2,029,922.22	5.239%
Corporate Note - Bank of Nova Scotia	1/31/2024	1/10/2025	\$ 2,903,640.00	4.983%
Corporate Note - JPMorgan Chase	10/20/2022	1/23/2025	\$ 1,919,760.00	5.033%
Gov't Agency - Federal Home Loan Bank	2/29/2024	2/3/2025	\$ 2,978,820.00	5.085%
Corporate Note - Wells Fargo & Co	2/29/2024	2/19/2025	\$ 2,449,350.00	5.162%
Gov't Agency Federal Farm Credit Bank	4/2/2024	3/28/2025	\$ 5,004,666.67	5.000%
Gov't Agency - Federal Home Loan Bank	5/7/2024	4/14/2025	\$ 2,875,170.00	5.108%
Corporate Note - Bank of New York	4/15/2024	4/24/2025	\$ 2,895,990.00	5.114%
Corporate Note - US Bancorp	5/31/2024	5/12/2025	\$ 1,930,360.00	5.266%
Treasury Note - United States Treasury	5/31/2024	5/31/2025	\$ 1,955,340.00	5.195%
Corporate Note - Royal Bank of Canada	8/28/2024	6/10/2025	\$ 2,922,870.00	4.526%
Treasury Note - United States Treasury	6/17/2024	6/15/2025	\$ 2,937,990.00	5.032%
Treasury Note - United States Treasury	10/1/2024	8/15/2025	\$ 3,000,000.00	3.961%
Certificate of Deposit - Willamette Valley Bank	4/25/2024	8/24/2025	\$ 2,000,000.00	4.750%
Certificate of Deposit - Willamette Valley Bank	9/12/2024	9/10/2025	\$ 3,000,000.00	5.000%
Treasury Note - United States Treasury	11/22/2024	9/30/2025	\$ 2,897,430.00	4.100%
Gov't Agency Federal Farm Credit Bank	10/30/2024	10/1/2025	\$ 2,000,000.00	4.286%
Total Other Investments			\$ 48,703,388.56	4.887% weighted average yield

13 week Treasuries 4.39% as of 11/30/2024

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
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

ONGOING PROJECTS

- **Building 2 Ice Storm Restoration**
Underground plumbing has been underway since permits arrived late in October and is nearing completion. Underground electrical is expected to begin. Once done the floor can be replaced and main wall construction can begin. The college's dedication to providing top-notch facilities remains unwavering as it strives to create environments conducive to learning and collaboration. While the main kitchen area in Building 2 is closed for renovations, food services for students and staff remain available in Building 8, Building 42, and Building 2 (near the Associated Students of Chemeketa area).

PLANNING PROJECTS

- **Lighting Retrofit Projects**
Facilities are focused on completing ongoing lighting projects in multiple buildings on the college's campuses. The college is also devising plans for future initiatives. This project is in response to recent developments in Oregon, regarding lighting standards. Facilities are gearing up for a series of comprehensive lighting retrofit projects set to unfold over the next year or so. These projects involve replacing existing lighting systems with more energy-efficient and environmentally friendly alternatives.

See Appendix-2; Campus Map pages 34–35.

RECOGNITION REPORT

Prepared by

Jessica Howard, President/Chief Executive Officer

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

Faculty members SARAH HOGGATT (Visual Communications) and SAGE KEMMERLIN (Geology) completed Chemeketa's Center for Academic Innovation's Accessibility Challenge. Sarah and Sage created and delivered on an action plan to improve the [digital accessibility](#) of their course materials. Doing so makes their course materials easier to use and understand for all students.

The Winter Celebration for all employees was held on Wednesday, December 4. The event included breakfast, a raffle, silent auction baskets, photo booth and a sugar cookie decorating station. All proceeds and donations will go to the Foundation for the Employee and Student Relief Funds and will provide grocery gift cards to those in need. The program was emceed by JOHN MCILVAIN and musical entertainment was provided by THOMAS BISHOP. Many thanks go to the committee for organizing this wonderful event; to the Classified, Faculty and Exempt Associations for their financial contributions; and to the facilities crew for their help with set-up and tear-down of tables and chairs. Thanks to committee members JUDY ALLEN, SHEILA BROWN, JULIE DEUCHARS, ELIZABETH FACANHA, AMANDA FALTYN, LYNN IRVIN, TIM KING, LINDA RINGO-REYNA, IAN SNYDER, and SARAH WHISENHUT and to GENUINE FOODS.

JOSH DARLAND and Chemeketa Fire Program students participated in the annual Muscular Dystrophy Association "Fill the Boot" fundraiser. The students showed up early and were ready to go to work when scheduled; all had a positive attitude and represented the fire program well. B2 stayed for the entire event and aided in the clean-up and restoration of materials. Due to their efforts, Marion County L2557 raised a little over \$17,000 for kids and adults with Muscular Dystrophy. Students present were Captain Dalton Keifer, AO Parker Hopkins, FF Marcus Merritt, FF Joel Marcos Guterrez, FF Cohen Mulick, FF Christopher Fitzpatrick, and FF Branson Schurter.

GUADALUPE MEZA-BURK, and NATASHA SCHMUNK, Instructional Specialists at the Chemeketa Child Development Center, have gone above and beyond in continuing to provide care to children, modeling for ECE students, and supporting student-parents during a time of challenging staffing.

KAREN EDWARDS, Business Program Chair, is recognized for her ongoing work with the National Association of State Procurement Officers. Through this ongoing partnership, Karen has secured multiple years of class scholarships for Procurement students.

SOAR celebrated its 47th graduation celebration, and we want to recognize CORA DAVIS and BRIAN MITCHELL for their outstanding work supporting those students through their re-entry

Standard Report-4
December 11, 2024

and treatment process. Cora and Brian went above and beyond in difficult circumstances and helped those participants meet their goals.

JON ANDRUS and HEATHER GOLDBLATT helped celebrate 14 students for their GED completion at the Oregon State Correctional Institution! We appreciate Jon and Heather for their work with Adults in Custody.

I also want to recognize the cohort of employees who completed the noncredit Cultural Competency training certificate this term: JORGE ANAYA, CARY BALLEW-RENFRO, PETER BANWARTH CARRILLO, FIONA BARBOLAK, JONATHAN CHRISTIE, JULIE DEUCHARS, SHAWN KEEBLER, SAGE KEMMERLIN, LAYLI LISS, LAURA MORENO GARCIA, MAYELA PERFECTO, MELISSA REYES SEGARRA, KEITH RUSSELL, ARY SANCHEZ, RENAE WHITE, and JAMIE WENIGMANN.

Separate Action-1
December 11, 2024

**APPROVAL OF RESOLUTION NO. 24-25-07, PROCLAMATION SUPPORTING
THE OREGON COMMUNITY COLLEGE ASSOCIATION'S LEGISLATIVE PRIORITIES
FOR THE 2025 OREGON LEGISLATIVE SESSION
[24-25-115]**

Prepared by

Jessica Howard, President/Chief Executive Officer
Ken Hector, Chair—Board of Education

Chemeketa Community College transforms lives and strengthens communities through quality education, services, and workforce training. Chemeketa's vision is to be a gathering place for lifelong learning. Through its values of community, belonging, adaptability, quality, and opportunity, the Board of Education pledges to the Chemeketa students and community a statement of commitment and support of the 2025 Community College Legislative Priorities.

It is recommended that the College Board of Education adopt Resolution No. 24-25-07, Proclamation Supporting the Oregon Community College Association's Legislative Priorities for the 2025 Oregon Legislative Session.



**RESOLUTION NO. 24-25-07,
PROCLAMATION SUPPORTING THE OREGON COMMUNITY COLLEGE ASSOCIATION'S
LEGISLATIVE PRIORITIES FOR THE 2025 OREGON LEGISLATIVE SESSION**

Whereas:

1. Community Colleges are the only sector of public post-secondary education open to all students, regardless of education and skill level.
2. Community colleges serve the largest number of underrepresented and first-generation students in Oregon playing a vital role in reducing educational, economic, and social inequities.
3. Community colleges provide critical programs, including Career and Technical Education, workforce training, short-term certificates, GED programs, and dual-credit courses for all Oregonians.
4. Community colleges are essential for bridging high schools to four-year degrees and upskilling adults to meet workforce demands.
5. Insufficient financial aid and capped funding hinder students' ability to pursue post-secondary education and training.

Be it Resolved:

The Chemeketa Community College Board of Education supports the Oregon Community College Association Board's legislative priorities for the 2025 Legislative Session, including:

- **\$920 million for the Community College Support Fund (CCSF):** Ensures current service levels with modest statewide tuition increases.
- **\$150 million increase for the Oregon Opportunity Grant:** Expands access to need-based financial aid, benefiting high school graduates and working adults, and addressing inequities in educational attainment.
- **Raising the Article XI-G Bond funding cap to \$14 million:** Adjusts for inflation to support capital projects critical to community colleges. An adjustment to the cap hasn't been made since Article XI-G bonds first became available to colleges in 2005.
- **\$10 million for student basic needs:** Addresses growing challenges in food, housing, and transportation to support student success.
- **\$1 million for corequisite supports:** Funds faculty release time and training as well as implementation to improve student success in math during the first year of college, particularly for historically underrepresented students.
- **Adult Reconnect policy bill:** Directs the Higher Education Coordinating Commission (HECC) to convene a workgroup for reengaging adults with some college but no degree, addressing enrollment declines and workforce needs.

Community colleges are essential to Oregon's education and workforce ecosystems, and these priorities will strengthen their ability to serve students, businesses, and communities statewide.



Ken Hector, Chair, Board of Education

12/11/24

Date

**APPROVAL OF BACHELOR OF SCIENCE IN NURSING DEGREE (BSN)
[24-25-114]**

Prepared by

Annette Goremans, Faculty—Nursing Program
Sandi Kellogg, Dean—Health Sciences
Holly Nelson, Chief Officer—Workforce Innovation and Community Success
David Hallett, Vice President—Academic and Student Affairs

The Nursing program is proposing a new Bachelor of Science in Nursing degree. This degree is intended to bridge the Registered Nursing (RN) Associate of Applied Science (AAS) degree into a Bachelor of Science in Nursing (BSN) degree. Students would be encouraged to apply once an RN degree is completed from any accredited institution.

The college is collaborating with five other community colleges in the state as a consortium of schools. The colleges are working together to create and develop all parts of the degree and process together. This work includes a statewide consortium, shared curriculum and instructional faculty, and infrastructure to connect students from each institution. Each institution will have students represented from each of the local regions and districts to ensure access and equity throughout.

This degree has been highly supported by local employers, in such ways as collaborating to pass legislation to allow community colleges to offer this degree in Oregon, oversight and feedback on curriculum and skills needed, and participating in a statewide advisory committee supporting the work of the consortium.

It is recommended that the College Board of Education approve the Bachelor of Science in Nursing degree.

APPROVAL OF BACHELOR OF SCIENCE IN NURSING DEGREE

Course No.	Course Title	Credit Hrs.
	RN AAS degree	93
	BSN General Education requirements	
BI 234	Microbiology	4
STAT 243Z	Elementary Statistics 1	4
	General Education Requirement Total	8
	BSN Core Curriculum	
NUR 310	Transition to Professional Nursing	6
NUR 312	Concepts/Theories	6
NUR 314	Evidence-based Practice	6
NUR 316	Global Health Promotion and Community Health	6
NUR 410	Informatics in Healthcare	6
NUR 412	Issues and Trends in Nursing	6
NUR 414	Advanced Pathophysiology/Pharmacology/Physical Assessment	6
NUR 416	Leadership	6
NUR 418	Capstone (Didactic)	6
NUR 420A, or NUR 420B, or NUR 420C	Administration & Management Capstone Clinical, or Palliative Care, or Vulnerable Populations	6
	Core Curriculum Total	60
	BSN Additional Degree Requirements	
NUR 250, and/or	National Council Licensure Examination for Registered Nurses (NCLEX) Prep (Credit for Prior Learning), and/or	4
NUR 380	Cooperative Work Experience (can be current work experience), and/or	1-7
	Electives (any 100-400 level courses) to reach required credits	
	Additional Degree Requirements Total	19
	Total BSN Program Credits	180

VISION • MISSION • VALUES

VISION *(Our shared future)*

Chemeketa will be a gathering place for lifelong learning.

MISSION *(Why we exist)*

Chemeketa transforms lives and strengthens communities through quality education, services, and workforce training.

VALUES *(How we work together)*

ADAPTABILITY

We embrace change, thoughtfully improve, and respond to students and our rapidly shifting world.

BELONGING

We create a welcoming culture and environment that honors the ways people are diverse so that each individual feels valued, supported, and safe in their work and learning journeys.

COMMUNITY

We forge meaningful connections and partnerships within Chemeketa and with the communities we serve.

OPPORTUNITY

We affirm the potential of each person to grow and learn, and are committed to providing equitable access to education and opportunity.

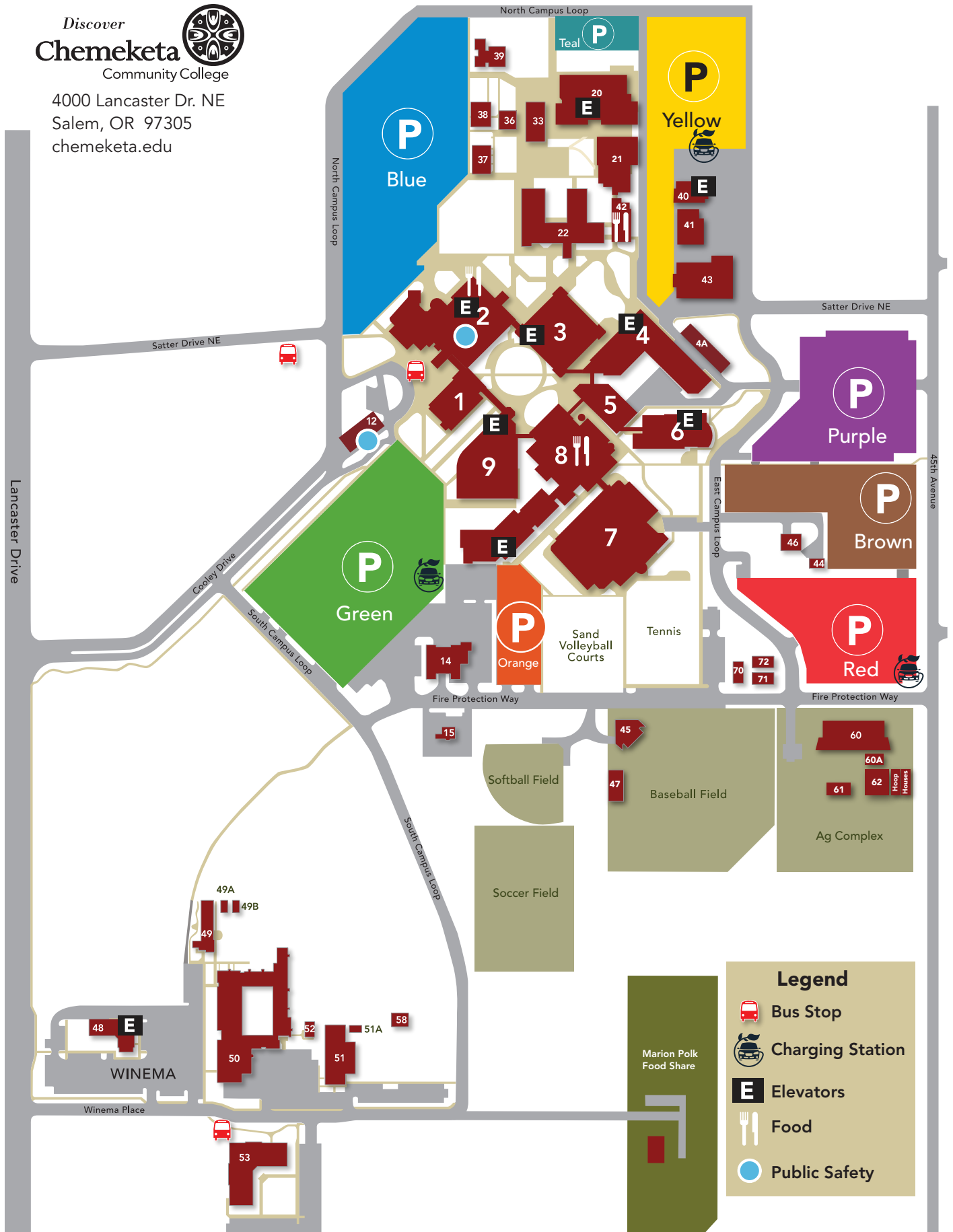
QUALITY

We strive for excellence through relevant, inclusive, and future-focused curriculum, services, and experiences.

Appendix-2
December 11, 2024



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



Building directory on reverse side

Appendix-2 December 11, 2024

Building and Primary Function(s)

- 001 1st Floor: Bookstore
- 001 2nd Floor: Faculty Offices; Cooperative Work Experience
- 002 1st Floor: Advising & College Access Programs (CAMP, TRIO, Upward Bound); Chemeketa Completion Program; College Access; Information Center; Multicultural Center; Planetarium; Public Safety; Student Accessibility Services; Student Life; Veterans Resource Center
- 002 2nd Floor: Basic Navigator Needs; Business Services; Career Center; Counseling & Student Support Services; Enrollment Center; Financial Aid; Graduation Services; Human Resources; Intercultural Resource Center; President's Office; Procurement; Safe Haven; Student Affairs; Student Recruitment; Student Success Center; Title IX Office; Veterans Services
- 003 1st Floor: Gretchen Schuette Art Gallery; Classrooms
- 003 2nd Floor: Academic Affairs; Classrooms; Computer Science Faculty; Math Hub; Math Faculty; Placement Assessment; Testing Center
- 004 1st Floor: Automotive Program; Electronics Program; Faculty Offices
- 004 2nd Floor: Visual Communications; Robotics; Electronics & Networking Programs; Faculty Offices
- 005 1st Floor: Art Classrooms
- 005 2nd Floor: Classrooms; Foundation, Marketing & Public Relations; Grants; Public Information
- 006 1st Floor: Auditorium; Classrooms
- 006 2nd Floor: Classrooms; Employee Development
- 007 Gymnasium; Physical Education Classrooms
- 008 1st Floor: Dental Clinic; Health & Science Classrooms; Café 8
- 008 2nd Floor: Health & Science Classrooms
- 009 1st Floor: Classrooms; The Center for Academic Innovation; Academic Effectiveness; Chemeketa Press; Institutional Research & Reporting; Media Studio
- 009 2nd Floor: Library, Academic Support Center (Tutoring & Writing Centers); Student Computer Center; Study Rooms
- 012 Information Booth
- 014 Fire Programs
- 015 Burn Tower
- 020 Drafting; Engineering; Machining Program; Faculty Offices
- 021 Welding Program
- 022 Academic Development (ESOL, GED/ ABE, HEP, STEP Program); Information Technology; ICAP Program; STEP Program; TANF Jobs Program
- 033 Apprenticeship Programs
- 036 SOAR Program
- 037 Faculty Offices
- 038 Public Safety
- 039 Child Development Center
- 040 Facilities & Operations

- 041 Facilities & Operations; Shipping & Receiving
- 042 Genuine Foods Catering Kitchen; Taco Stand
- 043 Copy Center; Mail Room; Recycling
- 044 Facilities
- 045 Activity Field
- 046 Greenhouse
- 048 Conference Rooms; MaPS Credit Union
- 049 High School Partnerships; Mid-Willamette Education Consortium, Youth GED Options
- 050 Roberts at Chemeketa
- 051 Roberts at Chemeketa
- 052 Classrooms
- 053 Department of Human Services
- 058 Facilities & Operations Annex
- 060 Agricultural Sciences
- 061 Pavillion; Chemeketa Market
- 062 Greenhouse

Area or Service—Building/Room

- Academic Affairs—3/272
- Academic Development (ESOL, GED/ABE, HEP, STEP Program; ICAP Program, TANF Jobs Program)—22/100
- Academic Support Center (Tutoring & Writing Centers)—9/Second Floor
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Athletics—7/103
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Career Center—2/230
- CCBI, Business Programming & ECE—1/204
- Chemeketa Cooperative Regional Library Service—9/136,130
- Chemeketa Online—9/106
- Chemeketa Press—9/105
- Cooperative Work Experience—1
- Copy Center—43
- Counseling Services—2/230
- Dental Clinic—8/101
- Employee Development Center—6/218b
- English for Speakers of Other Languages—22/100
- Enrollment Center—2/200
- Executive Dean of Students—2/208
- Extended Learning—3/252
- Financial Aid—2/200
- First Aid—2/173
- Food Service—2/First Floor, 8, & 42
- Foundation—5/264
- Genuine Foods—42
- General Information (Welcome Center)—2/110
- Gymnasium—7
- Human Resources—2/214
- Information Technology—22/138
- Library—9/Second Floor
- Lost & Found—2/173
- Mail Room—43
- Multicultural Center—2/177A
- Parking Permits—2/173 Public Safety
- Planetarium—2/171
- Posting Notices on Campus—2/176
- President's Office—2/216
- Public Information—5/266

- Public Safety—2/173—503.399.5023
- Registration—2/200
- Scholarships—5/266
- Student Accessibility Services—2/174
- Student Affairs—2/208
- Student Center—2/179
- Student Clubs—2/176
- Student Computer Center—9/Second Floor
- Student Resources—2/230
- Student Success Center—2/210
- Television Studio—9/162
- Testing Center—3/267
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—9/Second Floor
- Vending Machine Refunds—1/First Floor
- Bookstore
- Veterans Services—2/201
- Veterans Resource Center—2/116
- Writing Center—9/Second Floor

Instructional Department Offices

- Agricultural Sciences—60
- Applied Technologies—20/203
- Business & Technology, Early Childhood Education & Visual Communications—1/204
- Chemeketa Online/Tech Hub—9/106
- Dental Programs—8/109
- Education—3/252
- Emergency Services—Brooks Regional Training Center
- Health, & Human Performance—7/103
- Psychology, Life and Physical Science—8/221
- Liberal Arts & Social Sciences—1/204
- Math, Engineering & Computer Science—3/252
- Nursing—8/104
- Pharmacy Technology—8/113

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

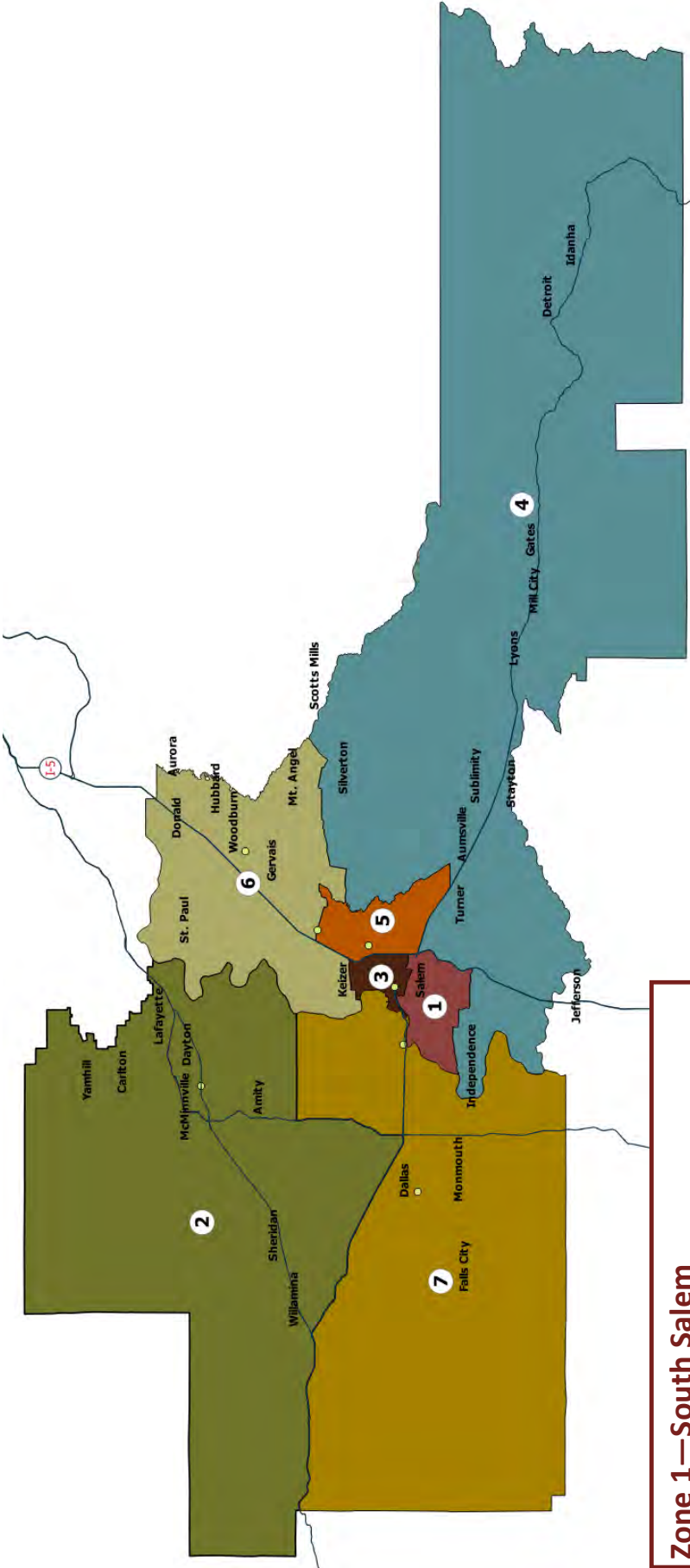
Lactation/Wellness Room

- Building 2—Room 181
- Building 5—Room 262
- Building 8—Room 1064
- Building 20—Room 815
- Building 22—106A
- Building 60—Room 815

Elevators

- Building 2
- Building 3
- Building 4
- Building 6
- Building 8
- Building 9

Chemeketa Community College Board Zone Boundary Maps and Descriptions



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

- Board Members
- ZONE 1 Iton Udosenata**
 - ZONE 2 Ron Pittman**
 - ZONE 3 Neva Hutchinson**
 - ZONE 4 Ken Hector, Chair 2024-2025**
 - ZONE 5 Jackie Franke**
 - ZONE 6 Diane Watson, Vice Chair 2024-2025**
 - ZONE 7 Betsy Earls**

Handouts
December 11, 2024



Board Report
Cultural Competency Update
December 2024

Discover
Chemeketa
Community College



HB 2864 requirements:

- 1. Cultural Competency Standards:** Each public institution of higher education shall **establish a process for recommending, and providing oversight for the implementation of, cultural competency standards** for the public institution of higher education and the institution's employees.
 - a. Include broad range of institutional perspectives** and give equal weight to the perspectives of administrators, faculty members, staff and students.
- 2. Professional Development Opportunities:** Require that the institution **provide continuing training and development opportunities** that foster the ability of the institution's faculty, staff and administration to **meet cultural competency standards**.
- 3. Institution-wide goals:** Propose **institution-wide goals that seek to improve the cultural inclusion climate** for students, faculty, staff and administration from diverse backgrounds.

Discover
Chemeketa
Community College



1. Cultural Competency Standards

- **Set by the Diversity Advisory Council (DAC)** when first implemented and aligns with standards from legislative workgroup on disparities in higher education
- DAC is a **28-member group** with **representatives from across the college including students**
- Subcommittees supports the implementation of relevant projects. An **Education Subcommittee** advises, plans, and implements awareness and education initiatives.

2. Professional Development Opportunities

Variety of formats and expanding collaborations. Examples:

- Diversity, Equity, Inclusion & Belonging Office:
 - Department-level training
 - Cultural Competency Certificate
 - Multicultural Student Services programming
 - Safe Haven programming
- Inclusive Excellence DAC Subcommittee:
 - ChED Talks: Highlights promising projects, focus on community
- Departmental Collaborations:
 - Center for Academic Innovation
 - Equity Scorecard Reviews
 - Art department

2. Professional Development Opportunities

- Community:
 - Executive Team community meetings
 - Belonging as a Salem community priority
 - Cultural Competency training for community-based-organizations

3. Institution-wide Goals

Set at the strategic plan level as an institution-wide theme and priority:

Strategic Theme #1 - Inclusive and Welcoming Culture
Chemeketa will create a welcoming culture through positive interactions and inviting spaces

3. Institution-wide Goals

Strategic Theme #1 - Inclusive and Welcoming Culture
Chemeketa will create a welcoming culture through positive interactions and inviting spaces

Indicators for this theme are:

- Climate survey measures
- Employee retention
- SENSE (Survey of Entering Student Engagement) Survey
- CCSSE (Continuing Student’s Satisfaction and Engagement) Survey
- Student and employee demographics



3. Institution-wide Goals

STRATEGIC THEME #1 - INCLUSIVE AND WELCOMING CULTURE
Chemeketa will create a welcoming culture through positive interactions and inviting spaces.

Negative Equity Gaps of 15% or more have been highlighted

INDICATOR	METRIC (Under development)	Race/Ethnicity	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	Gap	Percent by Race/Ethnicity
			Data	Data	Data	Data	Data	Data	Data		
POSITIVE INTERACTIONS Students and employees experience a welcoming culture at Chemeketa through positive interactions and inviting spaces.	Climate Survey	Overall			72%				74%	0%	
		Asian			70%				69%	-5%	3%
		Black or African American			67%				81%	7%	1%
		Hispanic/Latino			80%				77%	3%	24%
		Native American/Alaska Native			73%				79%	5%	2%
		Pacific Islander			49%				68%	-6%	1%
		Prefer not to answer			88%				51%	-23%	4%
		Two or more race/ethnicity			69%				71%	-3%	9%
White			72%				75%	1%	55%		

College and Equity Scorecard - guide our strategic priorities:

- Culture
- Community engagement
- Student Success
- Integrated Strategic Planning



On the Horizon

- Consider cultural competency standards in light of our HSI status
- Continue to expand our reach through ongoing partnerships
- Implement our Inclusive Leadership certificate

