

## BOARD OF EDUCATION MEETING

**November 20, 2024**

Chemeketa Community College  
 4000 Lancaster Dr. NE  
 Salem, Oregon

- |   |  |  |       |
|---|--|--|-------|
| <b>I. Board Workshop</b>  | <b>4:30–5 pm</b>                           | <b>Web Conferencing/Live Stream<br/>Boardroom—Building 2, Room 170</b> |       |
| A. Insurance and Risk Management Report<br>Alice Sprague, Vice President—Governance and Administration  |  |  | 1     |
| <b>II. Executive Session</b>  | <b>5–5:15 pm</b>                           | <b>Closed Meeting</b>  |       |
| Executive Session is called in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations. |  |  |       |
| <b>III. Administration Updates</b>  | <b>5–6 pm</b>                              | <b>Closed Meeting</b>  |       |
| <b>IV. Regular Session</b>  | <b>6 pm</b>                                | <b>Web Conferencing/Live Stream<br/>Boardroom—Building 2, Room 170</b> |       |
| A. Call to Order<br>B. Pledge of Allegiance<br>C. Chemeketa Land Acknowledgment<br>D. Roll Call<br>E. Comments from the Public  |  |  | 2     |
| F. <b>Approval of Minutes</b> —College Board of Education Meeting of October 16, 2024<br>Jessica Howard, President/Chief Executive Officer                              |  |  | 3–8   |
| <b>G. Reports</b>   |  |  |       |
| 1. Reports from the Associations  |  |  |       |
| a. Lillian Anderson   | Associated Students of Chemeketa (ASC)     |  | 9–10  |
| b. Steve Wolfe  | Chemeketa Faculty Association              |  | 11    |
| c. Aaron King   | Chemeketa Classified Employees Association |  | 12–13 |
| d. Adam Mennig  | Chemeketa Exempt Employees Association     |  | 14    |
| 2. Reports from the College Board of Education  |  |  |       |
| <b>H. Information</b>   |  |  |       |
| 1. Chemeketa Community College Measure Election for General Obligation Bonds Update   |  |  | 15    |
| Aaron Hunter, Vice President—College Support Services/Chief Financial Officer   |  |  |       |
| 2. Bachelor of Science in Nursing Degree (BSN)  |  |  | 16–17 |
| David Hallett, Vice President—Academic and Student Affairs  |  |  |       |
| 3. 2023–2024 Student-Initiated Fee (SIF) Budget Report  |  |  | 18    |
| David Hallett, Vice President—Academic and Student Affairs  |  |  |       |
| 4. Oregon Community College Association (OCCA) Board Report   |  |  | 19    |
| Jessica Howard, President/Chief Executive Officer   |  |  |       |

<b>I. Standard Reports</b>		
1. Personnel Report		20
Alice Sprague, Vice President—Governance and Administration		
2. Budget Status Report		21–24
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer		
3. Purchasing Report		25
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer		
4. Capital Projects Report		26
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer		
5. Recognition Report		27–29
Jessica Howard, President/Chief Executive Officer		
<b>J. Separate Action</b>		
1. 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	[24-25-111]	30
Alice Sprague, Vice President—Governance and Administration		
<b>K. Action</b>		
Consent Calendar Process (Items will be approved by the consent calendar process unless withdrawn at the request of a member of the board. Item or items requested to be removed by a member of the board will be removed from the consent calendar by the chairperson for discussion. A separate motion will then be required to take action on the item in question.)		
1. Approval of College Policy: Board of Education 1000 Series — <u>#1725, Students with Disabilities</u>	[24-25-112]	31–33
David Hallett, Vice President—Academic and Student Affairs		
2. Approval of Contract Award for Site Planning and Facility Design Services for Building 7 (Gymnasium)	[24-25-113]	34
Aaron Hunter, Vice President— College Support Services/Chief Financial Officer		
<b>L. Appendices</b>		
1. Vision – Mission – Values		35
2. Campus Map		36–37
3. District Map		38
<b>M. Future Agenda Items</b>		
<b>N. Board Operations</b>		
<b>O. Adjournment</b>		

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, genetic information, domestic abuse victim, 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 503.584.7323, 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

## **INSURANCE AND RISK MANAGEMENT REPORT**

### **Prepared by**

John McIlvain, Director—Emergency and Risk Management  
Alice Sprague, Vice President—Governance and Administration

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The college's Emergency and Risk Management director, John McIlvain, and the college's Agent of Record, Kathy Bowen, Assistant Vice President, for Property and Casualty of USI Insurance Services, will make a presentation on college insurance coverage. Topics to be discussed will include an overview of current property and casualty coverage, renewal highlights, and a claims overview.

## **CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT**

### **Prepared by**

Ken Hector, Chair—Board of Education

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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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November 20, 2024

### **APPROVAL OF BOARD MINUTES**

**Prepared by**

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

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Minutes of the board meeting of October 16, 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.

Minutes  
November 20, 2024

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

October 16, 2024

**I. WORKSHOP**

Ken Hector, Chair, called the workshop to order at 4:30 pm in Room 104 at the Polk Center.

**Members in Attendance:** Betsy Earls; Jackie Franke (Arrived 4:31 pm); 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.

**Updates for Polk Center**

Laura Leon Cipriano, Polk Center Interim Director, gave an overview of the presentation and led staff introductions. Topics covered included: courses offered at Polk Center, distribution of annual attempted credits, unduplicated headcount, annual course completion and success trends, gender distribution, average age of students, where students are coming from, FTE count, student and community outreach, four student perspectives, and future goals.

Board members asked clarifying questions during the presentation. Ken Hector acknowledged the students and thanked them for their presentations.

The workshop ended at 5:00 pm.

**II. ADMINISTRATION UPDATES**

Ken Hector, Chair, called the meeting to order at 5:21 pm, in Room 103, at the Polk Center.

**Members in Attendance:** Betsy Earls; 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.

Updates were discussed with the board regarding community events, individual re-election plans, board goals, retirement resolutions, budget committee positions, the bond measure, the President's monthly report to the board, and agenda preview.

The meeting ended at 5:53 pm.

**III. REGULAR SESSION**

**A. CALL TO ORDER**

Ken Hector, Chair, called the board meeting to order at 6:00 pm. The meeting was held in Room 104 at the Polk Center.

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**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; and 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.

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

**E. COMMENTS FROM THE PUBLIC**

None.

**F. APPROVAL OF MINUTES**

Neva Hutchinson moved and Betsy Earls seconded a motion to approve the Board of Education minutes from September 18, 2024.

The motion CARRIED.

**G. REPORTS**

**Reports from the Associations**

Lillian Anderson, Associated Students of Chemeketa, said the report stands as written and discussed the events ASC hosted, record student turnout for those events, and current projects they have been working on.

Steve Wolfe, Chemeketa Faculty Association (CFA), said the report stands as written, and noted that contract bargaining is taking place every Friday this term with hopes of completing bargaining by the end of fall term.

Aaron King, Chemeketa Classified Association (CCA), said the report stands as written, and discussed the new grievances that have been filed.

Adam Mennig, Chemeketa Exempt Association (CEA), said the report stands as written.

Ken Hector stated that, at the September meeting, concerns and questions were brought forward by the CCA. Ken shared the board's response.

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**Reports from the College Board of Education**

Betsy Earls attended two Mid-Willamette Valley Council of Government (MWVCOG) legislative committee meetings and an MWVCOG board meeting.

Jackie Franke attended twelve different bond presentations and said her report stands as written.

Diane Watson attended the Woodburn Greeters Chemeketa bond presentation, agenda review, Court Appointed Special Advocates (CASA) luncheon, Salem Chamber Forum, Keizer Greeters, and tour of the Chemeketa nursing program with Senator Wyden and Congresswoman Salinas.

Neva Hutchinson attended the Salem Chamber Forum luncheon, the Chemeketa bond presentation at a multi-Chamber meeting, and the employee appreciation night.

Ken Hector attended three Chemeketa bond presentations, hosted a bond presentation at the Silverton Gardens, and placed bond field signs; he attended the SEDCOR Annual Awards luncheon, two Silverton and one Stayton Rotary meetings, two Oregon Community College Association (OCCA) legislative committee meetings via Zoom, the quarterly OCCA board meeting, the Belmodis Field dedication, the Salem Chamber Forum, agenda review, and Senator Wyden and Congresswoman Salinas tour. Ken thanked Holly and the nursing staff for putting that tour together so quickly.

**H. INFORMATION**

**Oregon Community College Association (OCCA) Board Update**

Ken Hector said the report stands as written.

**College Policy: College Board of Education 1000 Series—#1725, Students with Disabilities**

Ryan West noted this policy was last reviewed by the board in July 2015. It has been rewritten completely and the language has been expanded, and he stated the procedure that is part of this policy is being updated, and that responsibility falls on President Howard.

Jackie Franke asked if the report has to come back once the president has established a procedure and if the policy has to be changed to reflect that. Ryan said the procedures are not required to be approved by the board, and he will research adding the verbiage to the policy.

**I. STANDARD REPORTS**

**Personnel Report**

Patrick Proctor said the report stands as written, and, of the eleven new hire employees, six were hired from the general fund and five employees experienced position changes.

**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 does not include fall refunds. On the Budget



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Status Report, the transfers-out line has a higher percentage of spend; however, this is standard for this time of year due to budgeted transfers sent to other funds. On the Quarterly Update of Other Funds, Aaron said the top section is down approximately \$1.5 million from September 30, 2023–September 30, 2024 and most of that is from the self-support fund due to more activities coming in. In the bottom section, there is still a healthy balance remaining. On the Status of Investments, there was one maturity and one new investment and the college is working on investing locally. Interest rates are softening, and the Local Government Investment Pool (LGIP) rate has lowered from 5.3 percent to 5.15 percent.

Over the past few weeks the Budget and Finance Division has been working with Standards and Poors reviewing Chemeketa's rating, and the college has been renewed at AA-.

Diane Watson asked if that was the top rate and Aaron explained the ratings system.

Ken noted it is wonderful to invest locally, which pays dividends in the long run and builds long-term relationships.

### **Capital Projects Report**

Aaron Hunter said the report stands as written and noted that permits were finally approved for the Building 2 ice storm restoration project.

### **Grant Activities July–September 2024**

Gaelen McAllister, Director of Institutional Grant Development, said the report stands as written, and mentioned the college received a federal grant from the U.S. Department of Education, Office of English Language Acquisition. Gaelen pointed out the new grant impact report that is in the board member's packets, and that the information will be available electronically.

Jessica noted how extraordinary the Grants Office is, and thanked Gaelen for her work and the printed grants booklet.

### **Summer Term 2024 Enrollment Report**

Colton Christian, Dean of Academic and Organizational Effectiveness, reviewed the summer 2024 enrollment results. Summer 2024 full-time equivalency (FTE) is up 6 percent compared to last year; total year-to-date reimbursable FTE has increased by 8 percent compared to last year; and the year-to-date headcount is up 2 percent compared to last year. Fall term enrollment is currently up 7 percent.

Ken asked if the college had data on the comparator colleges or the other seventeen colleges similar to this date. Colton said the 2023–2024 data and the summer and fall 2024 data are not available yet.

### **Graduation and Transfer Report**

Colton discussed the graduation and transfer report. Key takeaways include student graduation rates, which have increased over the years for Chemeketa and its peer institutions in Oregon, similar peers outside of Oregon, and aspirational peers. The 2021 cohort, the most recent

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where the 150 percent graduation rate is available, Chemeketa reached another high-water mark for the last decade, and the college's 150 percent graduation rate was in line with Oregon's community college for the two most recent cohorts with available data.

Board members asked questions regarding the peer definitions, peer criteria, and the data analysis process.

**Recognition Report**

Jessica Howard acknowledged employees in the written report.

**J. ACTION**

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

1. Approval of Grants Awarded July–September 2024 [24-25-109]
2. Approval of College Policy: Board of Education Series—#1750—Prohibition of [24-25-110]  
Harassment / & NonDiscrimination

The motion CARRIED.

**K. APPENDICES**

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

**L. FUTURE AGENDA ITEMS**

None were heard.

**M. BOARD OPERATIONS**

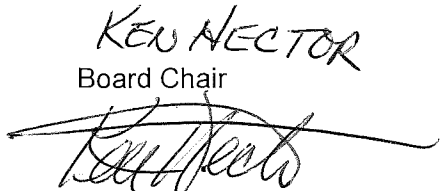
**N. ADJOURNMENT**

The meeting adjourned at 6:43 pm.

Respectfully submitted,

**Julie Deuchars**  
Executive Coordinator

  
**Jessica Howard**  
President/Chief Executive Officer

  
Board Chair

Date  
11-20-2024

## **ASSOCIATED STUDENTS OF CHEMEKETA (ASC)**

### **Prepared by**

Lillian Anderson, ASC Executive Coordinator

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### **PAST EVENTS**

#### Voting Campaign

- Leading up to Oregon's voter registration deadline, ASC engaged students through tabling around campus. We helped students check their registration status with a simple QR code, and distributed helpful registration materials alongside Chemeketa gear and snacks.

#### Pizza and Politics

- On Wednesday, October 9, ASC hosted the "Pizza and Politics" event. Students enjoyed pizza while learning about the importance of voting from Professor Taylor Marrow. Chief Financial Officer Aaron Hunter provided insights on the upcoming Chemeketa bond, and the Political Action Committee (PAC) shared additional information at their table. 135 students attended and the ASC received great feedback from students who enjoyed the speakers. A big thank you to everyone who contributed to the success of this event!

#### Karaoke Party

- Wednesday, October 16, the Associated Students of Chemeketa (ASC) hosted a fun karaoke party! With over 80 enthusiastic students in attendance, the event was filled with energy as participants enjoyed refreshments and sang their favorite songs. The goal was to build a stronger sense of community and encourage students to step out of their comfort zones—and we achieved just that!

#### Halloween Club Fair

- On Thursday, October 31, ASC hosted the first club fair of the academic year. During the fair, students had the opportunity to meet with representatives of the many student-led clubs and participate in a Halloween costume contest. ASC's aim with this event was to help students get engaged with on-campus groups to build a better campus community. Over 300 students attended the fair!

#### Legislative internship

- On Friday, November 8, training took place for the four students participating in the legislative internship to prepare them to intern with four of Oregon's legislators at the capitol for the 2025 legislative session starting in January.

#### Board Game Bonanza

- On Tuesday, November 12, a board game night was held in the student center. Students were able to pick from a variety of fun games to play with their peers while they listened to music and ate snacks.

## CURRENT EVENTS / INITIATIVES

### Fall Term Events Raffle

- Throughout events so far this term, the ASC has introduced a fall term raffle card initiative. Students pick up a raffle card at their first event and get a stamp at each event they attend. After going to four events, the stamp card will be full and the student can enter to win prizes at the end of the term! This initiative has generated excitement and significantly boosted engagement with campus events so far. This idea was proposed by ASC team coordinator Izzy Rojas.

## FUTURE EVENTS

### Termsgiving

- On Tuesday, November 26, ASC will host a “Termsgiving” to bring students together and allow them to socialize with peers before the end of the term while eating great food. ASC’s aim with this event is to facilitate a sense of community and connection.

### Cocoa and Conchas

- On Monday, December 2, ASC will provide free hot chocolate and conchas in the Student Center during the penultimate week of the term. This event aims to provide students with a moral boost before they head into their finals.

### Kindness Carts Partnership

- During finals week, ASC will partner 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!

## **CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)**

### **Prepared by**

Steve Wolfe, President—Chemeketa Faculty Association

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### **CONTRACT BARGAINING**

Contract bargaining continues every Friday in hopes of reaching an agreement before the end of the term.

Three CFA bargaining priorities were outlined in the October CFA board report. One is Cost of Living Adjustments (COLAs) that keep pace with inflation.

A second priority is pay parity, or “equal pay for equal work.” This includes increasing the part-time faculty pay index, so they are paid an equivalent amount as full-time faculty for doing the same work. It also includes increasing the lab rate, so faculty teaching labs are paid the same amount as those teaching lecture classes. In addition, pay parity means increasing Chemeketa faculty salaries as a whole to be equivalent to those of our comparable colleges.

A third priority is affordable health care for all faculty. This includes ensuring that all eligible part-time faculty are able to enroll in health insurance.

In addition to these three priorities, another bargaining priority is health and safety. This includes maintaining safe and healthy campus facilities. It also includes ensuring that the College takes reasonable steps to keep faculty members safe from actual harm to their physical safety so they may adequately perform their duties. With the rise in academic contrapower harassment, this is more important than ever.

**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

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**PRESIDENT'S MESSAGE**

**Response to the Board of Education Regarding Position Review Request (PRR)  
Processing Delays**

Dear Members of the Chemeketa Board of Education,

Thank you for acknowledging the concerns raised by the Classified Association at the September 2024 meeting. We understand and respect that contractual and operational matters are typically handled within the college's administrative framework. However, we believe that the issues highlighted in our report regarding Position Review Request (PRR) processing delays extend beyond day-to-day operations and have broader implications that may warrant your oversight.

The significant delays in PRR processing directly impact our classified staff, morale, and overall operational efficiency. The prolonged wait times for PRR analysis—averaging 115 days and extending up to 257 days—are far beyond the 60-day contractual requirement. This undermines the trust or members place in HR processes and disrupts the college's ability to maintain a responsive and equitable work environment. As such, we respectfully urge the Board to consider these delays as part of its responsibility to uphold the college's mission and commitment to fair, equitable treatment of all employees.

**Request for Board Support in Operational Accountability**

While we acknowledge that bargaining and operational decisions typically reside outside the Board's direct purview, we seek the Board's support in encouraging administrative accountability and compliance with existing contract terms. The Classified Association has proposed several recommendations to HR to help address these issues, including process streamlining, increased communication, and interim remedies for employees impacted by extensive delays. Your support in promoting these improvements would not only aid in restoring trust in our administrative processes but also reflect the college's dedication to supporting its staff and upholding contractual obligations.

**Continued Transparency and Updates**

We will continue to monitor PRR processing timelines and will keep the Board informed of any progress or persistent challenges. Should these delays persist without sufficient remedy, we may respectfully request further dialogue with the Board to explore additional measures that could promote a more timely and equitable resolution process.

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November 20, 2024

Thank you for your time, consideration, and ongoing commitment to fostering a supportive and respectful workplace for all employees.

Sincerely,  
Aaron King  
Classified Association President

## NEW HIRES

Dulce Vannote, Instructional Specialist—Workforce Partnerships, Workforce Innovation and Strategic Engagement, 100 percent, 10-month assignment, effective October 8, 2024.

Karina Padilla, Department Technician II— Workforce Partnerships, Workforce Innovation and Strategic Engagement, 100 percent, 12-month assignment, effective October 16, 2024.

Jeremiah Miller, Public Safety Officer I—Career and Technical Education and Public Safety, 100 percent, 12-month assignment, effective October 28, 2024.

Jennifer Cottam, Student Services Specialist—Student Accessibility and Testing Services, Student Affairs, 100 percent, 12-month assignment, effective November 12, 2024.

## POSITION CHANGES

Itzel Rojas Torres, Financial Services Specialist—Business Services, College Support Services, 100 percent, 12-month assignment, from Financial Services Technician II—Grant Accounting and Accounts Payable, College Support Services, effective October 14, 2024.

Tiffany Payne, Interim Coordinator—Testing Center [Exempt]—Student Accessibility and Testing Services, Student Affairs, 100 percent, 12-month assignment, from Student Services Coordinator/Analyst—Student Accessibility and Testing Services, effective November 1, 2024.

## SEPARATIONS

Gonzalo Aquino, Department/Project Coordinator/Analyst—Diversity and Equity Office, President's Office, effective October 11, 2024.

## EVENTS

On November 1, 2024, the board hosted a Dia de los Muertos event in building 60. Games, prizes, and pizza were enjoyed by all who attended.

On November 6, 2024, the board hosted a “Brown Bag and Learn” hour for classified employees to share stories and ask questions regarding the state of contract negotiations and other important topics.

**CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION**

**Prepared by**

Elizabeth Facanha, Vice President—Chemeketa Community College Exempt Association  
Adam Mennig, President—Chemeketa Community College Exempt Association

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The Exempt Association president will provide a verbal report at the November 20, 2024, Board of Education meeting.



**CHEMEKETA COMMUNITY COLLEGE MEASURE ELECTION FOR  
GENERAL OBLIGATION BONDS UPDATE**

**Prepared by**

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

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The measure election for a general obligation bond did not pass on November 5. While this outcome is disappointing, we want to acknowledge the efforts made by so many across our college community during this process. We approached this measure with optimism and a focus on the future of Chemeketa, aiming to enhance our ability to serve students and the broader community.

This election cycle has presented challenges for many organizations, with numerous bond and levy measures facing similar outcomes across Oregon. Economic concerns, including inflation, have likely played a significant role in voter decision-making. These broader factors remind us that the results are part of a larger context beyond our own efforts.

In the coming weeks, we will take time to reflect, regroup, and determine what if any next steps will be taken. We remain committed to our mission and will continue to prioritize the needs of our students and community as we move forward.

## **BACHELOR OF SCIENCE IN NURSING DEGREE (BSN)**

### **Prepared by**

Annette Gorremans, 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

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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.

The College Board of Education will be asked to approve the Bachelor of Science in Nursing degree at the December 2024 Board of Education meeting.

**BACHELOR OF SCIENCE IN NURSING DEGREE (BSN)**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
	<b>RN AAS degree</b>	<b>93</b>
	<b>BSN General Education requirements</b>	
BI 234	Microbiology	4
STAT 243Z	Elementary Statistics 1	4
	<b>General Education Requirement Total</b>	<b>8</b>
	<b>BSN Core Curriculum</b>	
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
	<b>Core Curriculum Total</b>	<b>60</b>
	<b>BSN Additional Degree Requirements</b>	
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	
	<b>Additional Degree Requirements Total</b>	<b>19</b>
	<b>Total BSN Program Credits</b>	<b>180</b>

## 2023–2024 STUDENT INITIATED FEE (SIF) BUDGET REPORT

### Prepared by

Lillian Anderson, ASC Executive Director  
Joel Gisbert, Civic Engagement Coordinator  
Mike Evans, Dean—College Access and Student Life  
Manuel Guerra, Executive Dean—Student Affairs  
David Hallett, Vice President—Academic and Student Affairs

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The Student Initiated Fee (SIF) was implemented during the 2021–2022 fiscal year. The fee was approved by the Board of Education for the purposes of supporting funding for student clubs, student employment, campus activities, and a legislative internship program. The fee was generated from and distributed to each of the campuses and centers as indicated in the following table.

2023–2024 SIF Fees Generated and Distribution by Term					
Income	Summer	Fall	Winter	Spring	Total
Brooks	\$847	\$2,353	\$2,084	\$1,867	\$7,115
Eola	\$34	\$216	\$241	\$123	\$614
Polk	\$117	\$838	\$823	\$721	\$2,499
Salem	\$10,449	\$45,675	\$43,990	\$40,046	\$140,160
Woodburn	\$1,132	\$1,946	\$2,107	\$1,751	\$6,936
Yamhill	\$494	\$2,579	\$2,480	\$2,372	\$7,925
Total	\$13,073	\$53,607	\$51,689	\$46,878	\$165,247

### SIF SUPPORTED PROGRAMMING

SIF funds were used to support 18 student clubs, 19 student leader positions, and multiple campus-wide events each term. The Chemeketa Legislative Intern Program was not active as the state legislature was not in session. Four Legislative interns have been hired and will be trained and placed with legislators for the coming session in 2025.

### CHANGE TO SIF

In the fall of 2022, to help with the college budget shortfall, the SIF Committee decided to allow 40 percent of the Civic Engagement Coordinator position to be charged to the SIF. While this allowed the college to retain this essential position, the 2024 budget process fully funded the position again from the college general fund, allowing the 2024–2025 SIF budget to return to its intended use of funding student activities, clubs, student leader positions, and the legislative internship program.

## **OREGON COMMUNITY COLLEGE ASSOCIATION (OCCA) BOARD REPORT**

### **Prepared by**

Ken Hector, Chair—Chemeketa College Board of Education

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## **OCCA Update for College Boards – November 2024**

### **OCCA Annual Conference**

The OCCA Annual Conference was held November 6–8 at Salishan Coastal Lodge in Gleneden Beach, Oregon, and nearly 160 community college board members, presidents, administrators, students, and other stakeholders attended. Students from Linn-Benton and Oregon Coast community colleges participated in the Student Voices Panel during the conference Welcome Dinner. Their perspectives were helpful and honest.

Among those recognized as 2024 Howard Cherry Award winners:

- Outstanding Administrator: Dr. Lisa Skari, President, Mt. Hood Community College
- Outstanding Board Member: Chris Brown, Blue Mountain Community College
- Outstanding Advocate: Senator Michael Dembrow (D-Portland)

College Board members honored during the Howard Cherry Awards Banquet with Distinguished Service Awards for 2024–2025:

- Ron Pittman, Chemeketa Community College – 20 years
- Dave Jensen, Klamath Community College – 16 years
- Joe Krenowicz, Central Oregon Community College – 12 years
- Jackie Franke, Chemeketa Community College – 12 years
- Debbie Kilduff, Oregon Coast Community College – 12 years
- Ken Hector, Chemeketa Community College – 12 years
- Alison Nelson-Robertson, Oregon Coast Community College – 12 years
- Roger Findley, Treasure Valley Community College – 12 years
- Alan Unger, Central Oregon Community College – 8 years
- Kate Marquez, Klamath Community College – 8 years
- Stephen Crow, Treasure Valley Community College – 8 years
- Erika Skatvold, Central Oregon Community College – 8 years
- Diane McKeel, Mt. Hood Community College – 8 years
- David Littlejohn, Umpqua Community College – 8 years
- Rob Wheeler, Clackamas Community College – 8 years
- Annette Mattson, Mt. Hood Community College – 8 years
- Guy Kennerly, Umpqua Community College – 8 years
- Irene Konev, Clackamas Community College – 8 years
- Mary Jones, Tillamook Bay Community College – 8 years
- Steve Loosely, Umpqua Community College – 8 years
- Kim Morgan, Columbia Gorge Community College – 8 years
- Tamra Perman, Tillamook Bay Community College – 8 years



The 2025 OCCA Annual Conference will be held November 5–7, 2025, at the Best Western Plus Hood River Inn in Hood River.

#### **4th Week Enrollment Report Coming Soon**

The Higher Education Coordinating Commission (HECC) released community college fourth-week enrollment numbers on November 15, and OCCA will be sending a press release out to the media highlighting those figures, and details can be found on the OCCA website!

#### **OCCA Board to Meet December 6**

The OCCA Board of Directors will meet for their winter quarterly meeting on Friday, December 6. The meeting will be hybrid, with those in-person attending at Mt. Hood Community College in Gresham. The Board will consider approval of the OCCA 2025 Legislative Session Priorities, which sets the legislative platform for OCCA for the 2025 Legislative Session. In addition, the Board will approve the 2025–2027 Legislative and Regulatory Policy Positions document, which guides OCCA staff in taking policy positions during legislative sessions for the next biennium. In addition, the Board will hear the annual update on the Student Success Metrics (aka, the EMMs). The full agenda can be found one week before the meeting at <https://occa17.com/occa-meetings/>.

#### **Upcoming Events and Training**

OCCA has a great schedule of events set for 2024–2025, which can be found by visiting the OCCA website, <https://occa17.com/calendar/>.

#### **Lunch and Learn Webinars**

Learn about Local Budget Law - The next Lunch and Learn webinar is set for November 21 at noon and will highlight what boards need to know about Local Budget Law. Attendees will learn directly from the Oregon Department of Revenue about local budget law and how your college can plan for budgeting responsibly. 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 and community college partners will meet with legislators and staff. OCCA looks forward to updates on who is selected for chairman roles and leadership positions in the Legislature.

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

OCCA will participate in a “Higher Education 101” event for legislators this 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:

- Higher education structure and governance
- Financial aid and state investment



Information-4  
November 20, 2024

- Affordability and access (including supporting underrepresented students)
- Economic impacts of post-secondary education

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

The 2025 Legislative Summit and Lobby Day will take place 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. We will hear from legislators, experienced community college advocates, and students, focusing on 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 will be for colleges to meet with legislators at the Capitol.

**2025 All-Oregon Academic Team Luncheon – 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

## PERSONNEL REPORT

### Prepared by

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

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### NEW HIRES

Marceline C. Crawford, Technology Analyst I—Information Technology, Governance and Administration Division, Limited duration, 100 percent, 12-month assignment, Range C1, Step 3.

Karina Padilla, Department Technician II—Workforce Partnerships, Workforce Innovation and Strategic Engagement, 100 percent, 12-month assignment, Range B2, Step 5.

Dulce K. Vannote, Instructional Specialist—Workforce Partnerships, Workforce Innovation and Strategic Engagement, 100 percent, 10-month assignment, Range B3, Step 6.

### POSITION CHANGES

Jeremiah “Sage” Freeman, Associate Dean of Academic Innovation—Center for Academic Innovation, Academic Affairs Division, 100 percent, 12-month assignment, Range D2, Step 10, from Media Production Specialist, Center for Academic Innovation, Academic Affairs Division.

Tiffany C. Payne, Interim Testing Center Coordinator—Student Accessibility and Testing Services, Student Affairs Division, 100 percent, 12-month assignment, Range C1, Step 6, from Student Services Coordinator/Analyst, Student Accessibility and Testing Services, Student Affairs Division.

Itzel Nataly Rojas Torres, Financial Services Specialist—Business Services, College Support Service Division, 100 percent, 12-month assignment, Range B3, Step 4, from Financial Services Technician II, Grants Accounting and Accounts Payable, College Support Services Division.

### SEPARATIONS

Gonzalo E. Aquino Nolasco, Department Projects Coordinator/Analyst—Diversity and Equity Office, President’s Office Division, effective October 11, 2024.

Robert Yates, Coordinator Testing—Student Accessibility and Testing Services, Student Affairs Division, effective September 12, 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

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The financial reports of the general fund and investments for the period from July 1, 2024, through October 31, 2024, are attached.

The following items are included in the report:

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

**Chemeketa Community College**  
**Statement of Resources and Expenditures**  
**As of October 31, 2024**

Fund 100000 - General Fund Unrestricted

**Resources:**

Beginning Fund Balance  
Property Taxes  
Tuition and Fees  
State Appropriations - Current  
*State Appropriations - Carryover from FY24*  
Indirect Recovery  
Interest  
Miscellaneous Revenue  
Transfers In  
**Total Resources**

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
	20,308,042	-	0.00%	(20,308,042)
	30,070,205	289,890	0.96%	(29,780,315)
	18,931,433	8,770,419	46.33%	(10,161,014)
	30,932,329	21,154,810	68.39%	(9,777,519)
	10,408,422	10,408,422	100.00%	-
	985,074	334,140	33.92%	(650,934)
	2,520,484	1,071,108	42.50%	(1,449,376)
	536,488	28,494	5.31%	(507,994)
	100,000	-	0.00%	(100,000)
	<b>114,792,477</b>	<b>42,057,283</b>	<b>36.64%</b>	<b>(72,735,194)</b>

**Expenditures:**

Instruction  
Instructional Support  
Student Services  
College Support Services  
Plant Operation and Maintenance  
Transfers

	38,232,893	9,087,304	23.77%	29,145,589
	13,026,840	3,910,923	30.02%	9,115,917
	10,025,771	3,069,251	30.61%	6,956,520
	23,461,656	5,022,714	21.41%	18,438,942
	8,566,208	2,272,250	26.53%	6,293,958
	5,856,200	2,802,887	47.86%	3,053,313
	<b>99,169,568</b>	<b>26,165,329</b>	<b>26.38%</b>	<b>73,004,239</b>

**Total Expenditures (Excluding Contingency)**

Contingency

	15,622,909	-	0.00%	15,622,909
<b>Total Expenditures</b>	<b>114,792,477</b>	<b>26,165,329</b>	<b>22.79%</b>	<b>88,627,148</b>

Chemeketa Community College  
Budget Status Report  
As of October 31, 2024

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	11,228,450	3,259,734	6,394,705	1,574,011
6120	Classified Salaries	14,940,038	4,045,509	8,204,436	2,690,093
6124	Part-Time Hourly & Student Wages	1,276,238	283,399	-	992,839
6130	Faculty Salaries	18,098,810	3,982,888	11,744,358	2,371,564
6132	Part-Time Faculty	9,096,204	2,059,437	1,399,160	5,637,607
6510	Fixed Fringe Benefits	10,442,414	2,978,328	-	7,464,086
6511	Variable Fringe Benefits	17,678,301	4,358,324	-	13,319,977
6512	Other Fringe Benefits	380,000	122,531	-	257,469
<b>Subtotal Personnel Services</b>		<b>83,140,455</b>	<b>21,090,150</b>	<b>27,742,659</b>	<b>34,307,646</b>
					<b>25.37%</b>

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,675,439	234,831	600	1,440,008
720	Equipment \$500-\$4,999	128,768	26,673	-	102,095
7300	Legal Services	241,325	13,496	46,300	181,529
7310	Insurance	1,066,125	947,672	-	118,453
7320	Maintenance	378,386	83,593	7,342	287,451
7330	Communications	914,951	197,496	-	717,455
7340	Utilities	2,715,576	508,993	58,238	2,148,345
7350	Staff Development	130,056	44,845	-	85,211
7360	Travel	366,337	41,797	-	324,540
7370	Other Services	2,055,950	109,407	169,727	1,776,816
7550	Capital Outlay	500,000	63,489	-	436,511
8150	Transfers Out	5,856,200	2,802,887	-	3,053,313
<b>Subtotal Non-Personnel Services</b>		<b>16,029,113</b>	<b>5,075,179</b>	<b>282,207</b>	<b>10,671,727</b>
					<b>31.66%</b>
8500	Contingency	15,622,909	-	-	15,622,909
<b>Report Totals</b>		<b>114,792,477</b>	<b>26,165,329</b>	<b>28,024,866</b>	<b>60,602,282</b>
					<b>22.79%</b>

**Status of Investments**  
**October 31, 2024**

<u>Oregon State Treasurer Investments</u>	Statement	Maturity	Account Balance	Rate as of 10/31/2024
	Date	Date		
Oregon Short-Term Fund - General	10/31/2024	On demand	\$ 26,174,059.89	5.000%
Oregon Short-Term Fund - Capital	10/31/2024	On demand	\$ 9,766,863.41	5.000%
Total Oregon State Treasurer Investments			\$ 35,940,923.30	
<u>Other Investments</u>	Investment	Maturity	Amount Invested	Yield
	Date	Date		
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%
Gov't Agency Federal Farm Credit Bank	10/30/2024	10/1/2025	\$ 2,000,000.00	4.286%
Total Other Investments			\$ 45,805,958.56	4.937% weighted average yield

13 week Treasuries 4.44% as of 10/31/2024

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

## **PURCHASING REPORT**

### **Prepared by**

Mariah Dooley, Procurement and Contracts Analyst  
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

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### **ON-CALL GENERAL CARPENTRY SERVICES**

An Invitation to Bid (ITB) for On-call General Carpentry Services will be advertised in the *Daily Journal of Commerce*, on the college's Procurement Services website, and on the OregonBuys website in November of 2024. This ITB may result in multiple contract awards. A recommendation for contract award(s) will be made to the College Board of Education at its January 2025 meeting.

## **CAPITAL PROJECTS REPORT**

### **Prepared by**

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

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### **ONGOING PROJECTS**

#### **Building 2 Salem Campus Ice Storm Restoration**

Facilities and Capital Projects is happy to announce that the college is back on track with the kitchen remodel after a brief delay while waiting for permits. Facilities and Capital Projects is wrapping up the kitchen demolition and preparing for some exciting upgrades. This renovation will integrate two locations into one, enhancing functionality and design. The college's commitment to providing exceptional facilities continues, ensuring an environment that fosters learning and collaboration. While the central kitchen in Building 2 is under construction, food services for students and staff remain available in Buildings 8, 42, and in Building 2 (near the Associated Students of Chemeketa area).

### **PLANNING PROJECTS**

#### **Lighting Retrofit Projects**

Facilities and Capital Projects is focused on completing ongoing lighting projects in multiple buildings on our campuses. The college is also devising plans for future initiatives. This project is in response to recent developments in Oregon regarding lighting standards. Facilities and Capital Projects is 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 36–37.

## RECOGNITION REPORT

### Prepared by

Jessica Howard, President/Chief Executive Officer

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

The EMS Program at Brooks (CHRIS ARBUCKLE, EMS Program Chair, JESSE BOHRER-CLANCY, EMS Medical Director (and program graduate) KIVA LYELL, EMS full-time faculty (30 years of service to the college), KRISTENE JACKSON, EMS full-time faculty, GREGG LANDER, retired EMS program chair, MOLLY MULICK, PT/Hourly EMS Program Assistant, VAL CODINO, EMS Adjunct, STACIE PETERSON, EMS Adjunct, ANNIE BERG (ANFESA KUZNETSOV), EMS adjunct, KATIE CARDONA, EMS adjunct) recently hosted site evaluators for their national accrediting organization, the Commission on Accreditation of Allied Health Education Programs. Representatives from the Higher Education Coordinating Commission also participated in the review. The EMS Program received high praise from the site evaluators and no citations or findings were noted.

Congratulations to ERIC AEBI for his outstanding contributions to the field of hospitality and his dedication to education. Eric's recent presentation at the WORKing Together Conference, titled 'Shifting Perceptions and Cultivating Talent in Tourism and Hospitality' exemplifies his commitment to shaping the future of the industry and the next generation of hospitality professionals.

TATE JACKSON contributed to a recently published book chapter titled "Putting the Puzzle Pieces Together: Creatively Connecting Student Support Offices to Students and Each Other." The chapter offers details of a collaboration between the George Fox University library and other campus departments aimed at bringing awareness of available student services and support.

One of the many ways we live our value of community is through our partnerships that serve the most vulnerable in our district. I want to thank LINDA RINGO-REYNA and JUAN SALDANA for coordinating this year's binational health fair and Mexican consulate services. This event commemorates binational health week, which is sponsored by Mexico's consular network in the U.S., with the support of the Ministries of Health and Foreign Affairs, to emphasize the importance of health to the Mexican and Latin American communities in the United States.

SARA CSAKY and LAURA MORENO GARCIA hosted Carlos Quesnel, Mexico's ambassador/consul general in Portland, and consul, Monica Ochoa Palomera, in a small gathering where students talked about the importance of the scholarships IME becas they received from the consulate in supporting their educational journey at Chemeketa and beyond.

JON ANDRUS, Instructional Coordinator for Correction Education has been awarded as the Oregon State Correctional Institution Contractor for the 3rd quarter of 2024. The EAC noted that his selection was due to his willingness to collaborate and partner with the Department of Correction in finding outcomes that are good for all in the institution. Jon's consistency and

follow-through have resulted in a higher quality experience for both our AIC's and the staff that interface with education.

The Alumni Association hosted an inaugural Trunk-or-Treat with close to 900 trick-or-treaters from our community. A huge thank you to all the staff, faculty and students who participated and contributed time, candy donations and creativity to making the evening magical. JESSICA HOWARD, ADRIAN LUTZ, AGUSTIN GUERRA, ASHLEY ROTHENBERGER, CHANITA PARKER-KEEBLER, DEE DIXON, DESTINY WILLMOTT, DULCE AGUILAR, EMILIANO GUEVARA, ESTHELA ZENDEJAS, Facilities Staff, Genuine Foods. GUSTAVO ANTUNEZ, HILDA DIAZ, IRMA GUZMAN, JOHN MCILVAIN, JOSH ISAAK, JOSIAH VILLASENOR, JULIE DEUCHARS, KAREN MUNOZ, KIM VESTAL, LUPE NAJAR, LESLIE MAKSUN, LYNN IRVIN, MARIE HULETT, MARLENE SANDOVAL, MILO KINGSLEY, MITZI ZENDEJAS, Night Shift Custodial Crew, ODILON RAMERIZ, OTILIA MORALES, PACO HADLEY, Public Safety Staff, SAMI HUDSON, TAYLOR CANTONWINE, TRINA BUTLER, and WENDY CALZADILLAS. Special thank you for the donations of candy from the following local organizations: GROCERY OUTLET, MEGA FOODS, RAY'S PRODUCE.

SILVIA HERMAN was awarded the Don Quixote Scholarship from the Hispanic Association of Colleges and Universities (HACU) and the University of Castilla-La Mancha (UCLM). Part of the scholarship will pay for her to have an immersive experience in Toledo, Spain. This opportunity will allow Silvia to enhance her expertise in Spanish language and culture education, while also exploring Toledo as a potential study abroad destination for Chemeketa students.

On November 2, 2024, the Oregon and SW Washington Girl Scouts were on campus for their annual STEM Day Celebration! They were here to celebrate Science, Technology, Engineering, and Math with hands-on booths and discover our college campus's various STEM programs. They participated in unique hands-on workshops hosted by multiple programs. Over 2000 Girl Scouts from Oregon and SW Washington attended! That did not include the leaders and siblings who also attended and the other partners who staffed various STEM-related booths. "Experiences" provided by Chemeketa Staff were varied. They included:

- Working on vehicles in the auto shop,
- Configuring a robot in the robotics lab,
- Discovering the technology in the greenhouse,
- Taking the pulse of a patient in the Nursing SIM Lab,
- Looking inside the mouth at the Dental Assisting Lab,
- Driving a semi-truck on the simulator,
- Learning Cyber-Security,
- Making a code with math,
- Adding and subtracting metals in the machine shop,
- Building a better team with Leadership and Management,
- Gazing at the stars in the planetarium,
- Developing the scientific thought in science,
- Finding out who's who in the trades. and
- Examining the electronics behind musical instruments.

The event occurred throughout the campus, with just a few buildings left untouched. The activities on campus allowed participants to see our STEM programs and interact with staff from those programs. The various programs that participated were Apprenticeship, Astronomy, Automotive, Business and Leadership bachelor program, Computer Information Science, Dental Assisting, Electronics, Geology, Horticulture, Life Sciences, Machining, Math, Nursing, Physics,



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Robotics, Truck Driving, and Welding. IMAEJ BUCHANAN, JEFFREY CAMERON, ROBERT CARSON, PATRICK CHAPPEL, CHRISTOPHER CLAYSMITH, ANDRES HERRERA, JOHN HIATT, ERIK JENSEN, LORENE KITTLESON, MADISON MCCULLEY-HEDRICK, LINZEE MCCULLEY-SCHLIESMAYER, BRIAN MCLEARN, SAM OLHEISER, KARA RADU, DAVE RAMAGE, TIM RAY, MANDY REININGER, DOUG ROGERS, SANDRA SALAZAR-RAMIREZ, JOLEEN SCHILLING, JENNIFER SCHRAMM, KEITH SCHLOEMAN, CHARLES SEKAFETZ, LISA SEKAFETZ, SHELLY TRACY, JACK WILLIAMS, MARGARIE YAROSLASKI, and BRIANNA YOUNG participated in providing the Chemeketa experiences. Special thanks to DAVID ABDERHALDEN and the Storm Athletics for preparing the gym for the event!

**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  
[24-25-111]**

**Prepared by**

Alice Sprague, Vice President—Governance and Administration

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Budget Committee positions for Zones 1, 3, 5, and 7 expired June 30, 2024. In compliance with board policy number 1170, an incumbent committee member who has served four years or less may be reappointed without advertising for additional applicants. In compliance with board procedure number 1170, a position filled by an incumbent who has served more than three years, and wishes to continue, must be advertised; however, the incumbent may reapply.

The incumbent for Zone 1 served on the Budget Committee for two terms and has interest in serving for another term. The incumbent for Zone 3 served on the Budget Committee for one year and chooses not to serve any additional terms. The incumbent for Zone 5 served on the Budget Committee for four consecutive terms since March of 2013 and chooses not to serve any additional terms. The incumbent for Zone 7 served for one year and has interest in serving for one full term.

The college advertised the vacancies for committee members for Zones 1, 3, 5, and 7. Several individuals applied for Zones 1 and 7 as part of the formal process and are eligible for three-year terms.

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. 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. These two appointments will be effective from July 1, 2024–June 30, 2027.

**APPROVAL OF COLLEGE POLICY: BOARD OF EDUCATION SERIES 1000—  
#1725—STUDENTS WITH DISABILITIES  
[24-25-112]**

**Prepared by**

Ryan West, Executive Dean— Student Affairs  
David Hallett, Vice President—Academic and Student Affairs

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**STUDENTS WITH DISABILITIES—POLICY #1725**

This policy was last reviewed by the board in July 2015. Policy 1725 has been rewritten in its entirety, and the former language has been stricken with lines through the text. These changes were reviewed and approved by the Executive Team on September 30, 2024, and presented to the College Board of Education at the October 2024 board meeting.

It is recommended that the College Board of Education approve Policy #1725, Students with Disabilities.



## Board of Education Series (1000)

### Policy #1725

#### Students with Disabilities

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~~Chemeketa Community College is committed to providing qualified students with disabilities an equal opportunity to access the benefits, rights, and privileges of college services, programs and activities, in the most integrated setting appropriate to the student's needs, in compliance with both state and federal law.<sup>1</sup>~~

Students with disabilities shall be reasonably accommodated pursuant to federal and state requirements in all applicable programs at Chemeketa Community College. Section 504 of the Rehabilitation Act of 1973 requires that no qualified person shall, solely by reason of disability, be denied access to, participation in, or the benefits of, any program sponsored or operated by the college.<sup>1</sup>

The Chemeketa Office of Student Accessibility Services (SAS) shall be the authorized provider for academic adjustments, auxiliary aids, services, or instruction that facilitate equal educational opportunities for disabled students who can benefit from instruction as required by federal and state laws.

SAS services shall be available to students with documented disabilities. The services to be provided include, but are not limited to, reasonable and appropriate accommodations, academic adjustments, assistive technology, digital access, adaptive equipment, instructional programs, rehabilitation counseling and academic counseling.

The college shall respond in a timely manner to accommodation requests involving academic adjustments. The college President shall establish a procedure to implement this policy which, at a minimum, provides for an individualized review of each such request, and permits interim decisions on such requests pending final resolution by the appropriate administrator or designee.

The college President shall assure that the SAS program conforms to all requirements established by the relevant law and regulations.

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<sup>1</sup> ~~Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990 (ADA), the ADA Amendments Act of 2008, and other applicable federal and state regulations that prohibit discrimination on the basis of disability.~~

Board of Education Series (1000)

**Students with Disabilities**

December 17, 2007

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*Adopted College Board of Education*

September 23, 2009; July 24, 2013; July 15, 2015

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*Revised College Board of Education*

<sup>1</sup> 34 CFR 104 & 28 CFR Part 35 Title II, Americans with Disabilities Act, as amended (2008)

**APPROVAL OF CONTRACT AWARD FOR SITE PLANNING AND FACILITY  
DESIGN SERVICES FOR BUILDING 7 (GYMNASIUM) ON THE SALEM CAMPUS**

**Prepared by**

P. Kevin Walther, Procurement Management Analyst  
Aaron Hunter, Vice President/Chief Financial Officer

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**SITE PLANNING AND FACILITY DESIGN SERVICES FOR BUILDING 7 (GYMNASIUM) ON  
THE SALEM CAMPUS**

A Request for Proposal for Site Planning and Facility Design Services for Building 7 (Gymnasium) on the Salem Campus was advertised in the *Daily Journal of Commerce*, on the college's Procurement Services website, and on the OregonBuys website on September 18, 2024.

Nine Proposals were received and opened immediately following solicitation closing on October 24, 2024, at 2 pm. The architectural firms who submitted Proposals were:

Carlson Veit Junge Architects PC, Salem, OR  
Opsis Architecture, LLC, Portland, OR  
BRIC Architecture, Inc., Portland, OR  
Oh planning+design, architecture, Portland, OR  
Integrus Architecture, PS, Portland, OR  
Soderstrom Architects, Ltd., Portland, OR  
Woofter Bolch Architecture, Portland, OR  
Gensler Architecture, Design & Planning, P.C., Portland, OR  
Hacker Architects, Inc., Portland, OR

All Proposals were determined to be responsive and subsequently evaluated in accordance with the solicitation document's evaluation criteria. Some of the evaluation criteria included: The firm's background and history; key personnel; job understanding; project scheduling and coordination; sustainability; experience within the Chemeketa District; previous performance; and Proposer presentations.

It is recommended that the College Board of Education approve the award of the contract for Site Planning and Facility Design Services for Building 7 (Gymnasium) on the Salem Campus, to Carlson Veit Junge Architects PC, the most responsive and responsible and highest ranked Proposer, contingent upon protests, if any, from unsuccessful Proposers, and successful contract negotiations.



# 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**

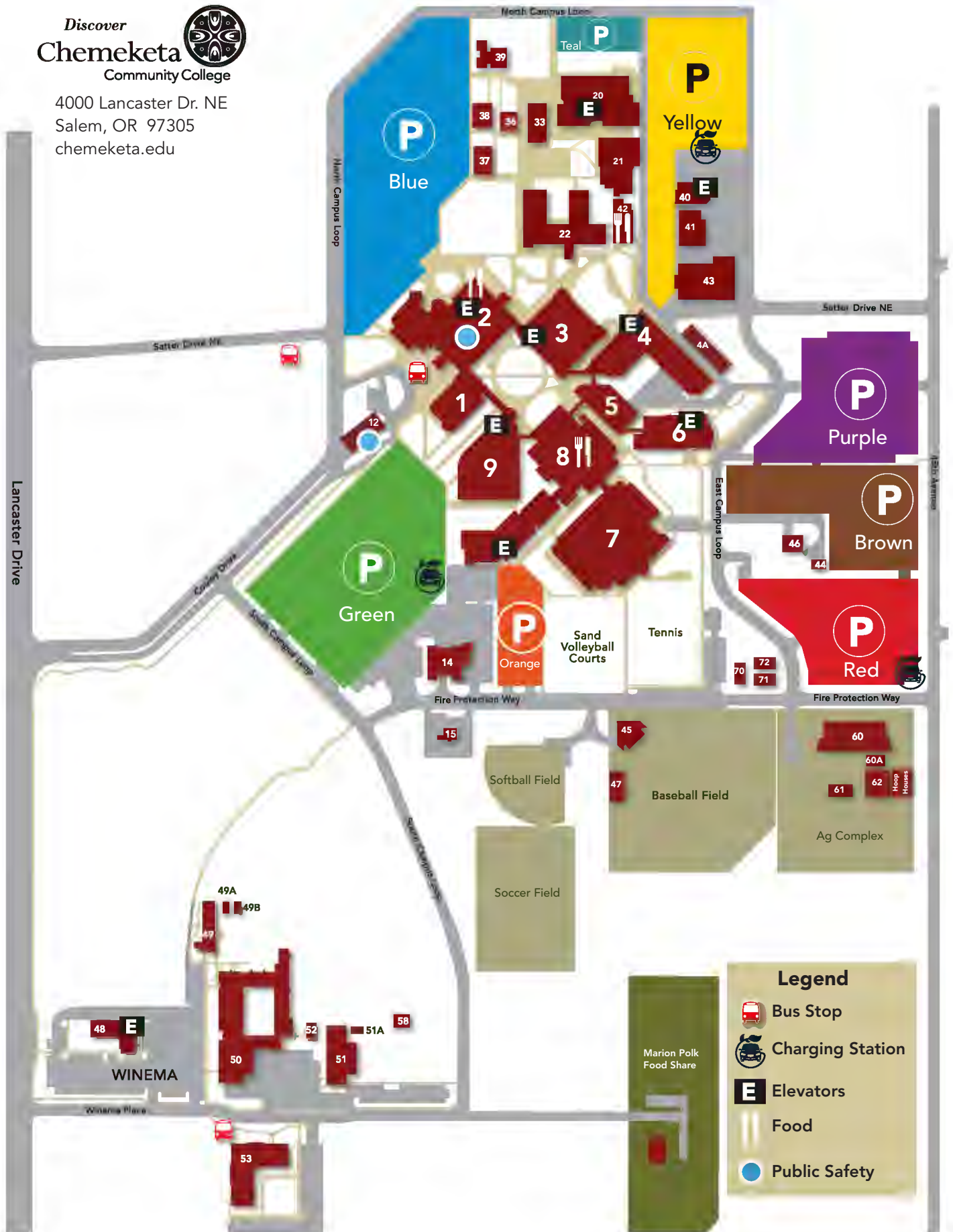
We strive for excellence through relevant, inclusive, and future-focused curriculum, services, and experiences.



Appendix-2  
November 20, 2024



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



Building directory on reverse side



## Appendix-2 November 20, 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
- 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

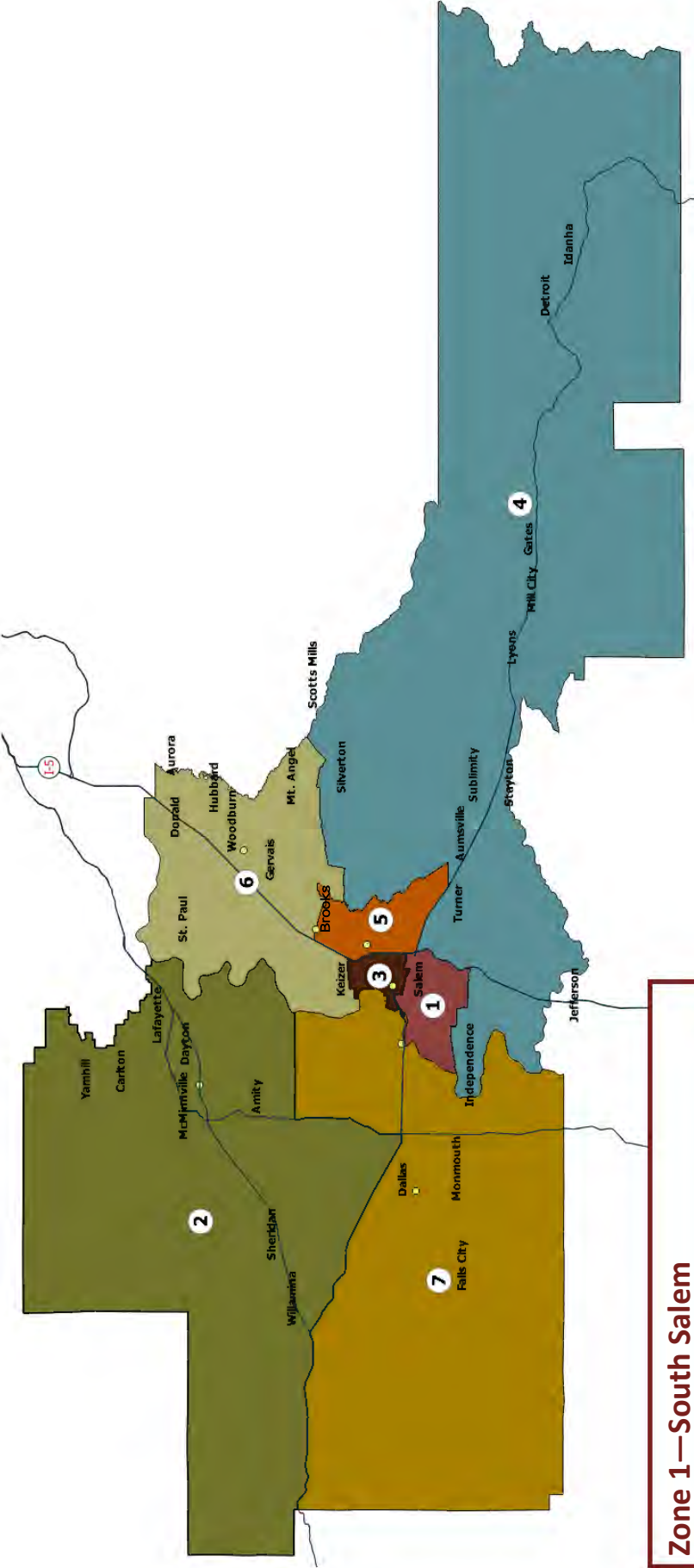
#### Lactation/Wellness Room

- 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**

## **November 20, 2024**



## 2024 INSURANCE AND RISK MANAGEMENT REPORT

# CHEMEKETA COMMUNITY COLLEGE

November 20, 2024

Kathy Bowen, Vice President  
Property & Casualty Insurance

[www.usi.com](http://www.usi.com)

# Purpose

USI Insurance Services is pleased to present the annual Insurance and Risk Management Report to the Chemeketa Community College Board of Education.

This report provides an overview of the current Property & Casualty insurance program, the 2024 insurance renewal with premium costs, and USI's services.

# Agenda

USI Insurance Client Service Team

Risk Management Overview

2024 Highlights & Challenges

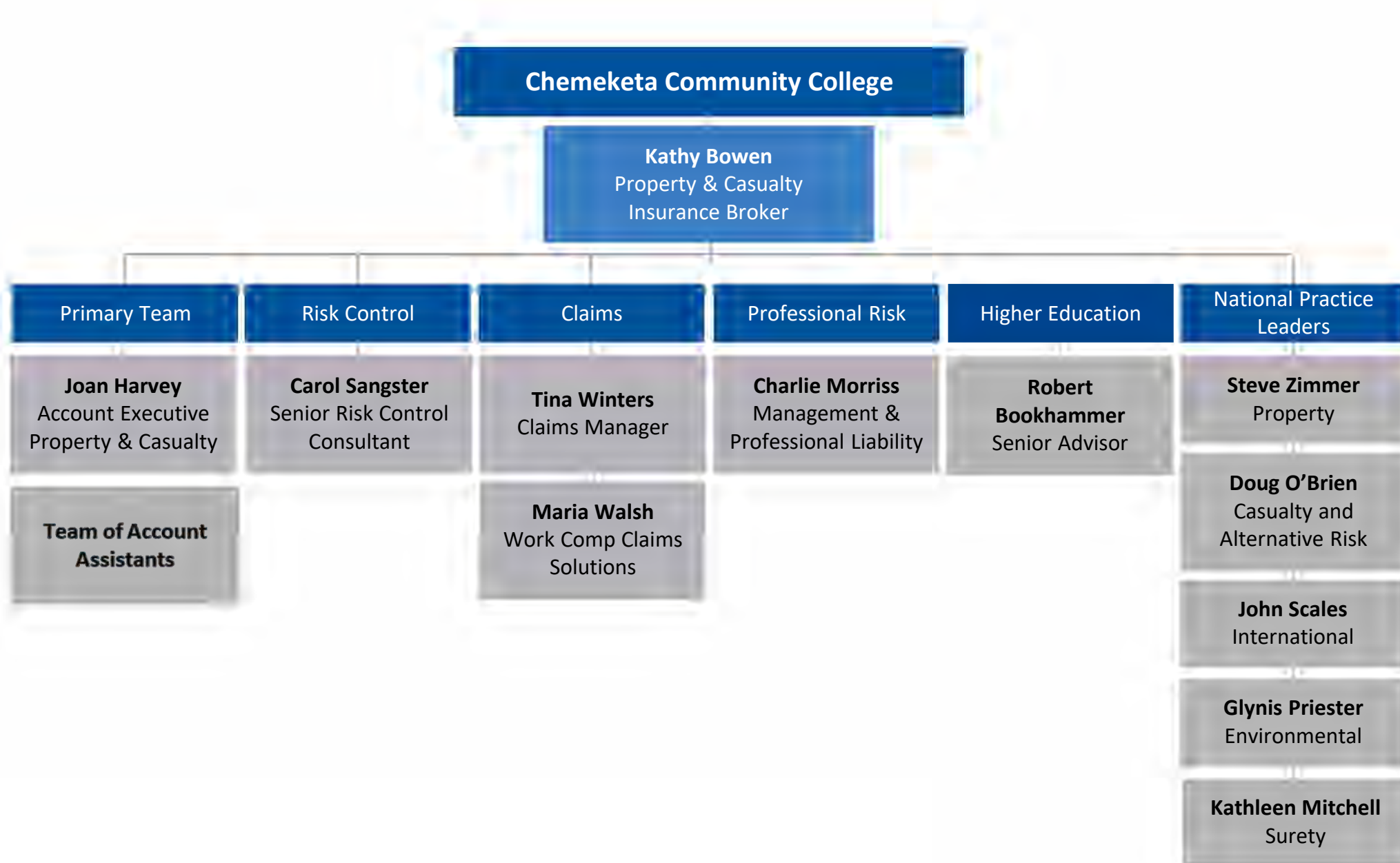
Current Insurance Program Design

Recap of recent year's premium

Overview of USI's Services

Objectives for 2024 - 2025

# USI Insurance Client Service Team





# 2024 Highlights & Challenges

## HIGHLIGHTS

- Review of Earthquake Modeling Report and evaluation of property locations, values, and potential risk.
- PACE Toolkit: Completion of requirements for Employment Practices Liability Toolkit resulted in a 5% premium credit (or \$18,536).
- Cyber markets have eased up with improved controls among most insureds which allowed for negotiating reduction in Excess Cyber premium
- SAIF declared dividend: \$15,802 – September 2024

## CHALLENGES

- Renewal considerations: contemplate changing environment; budget; risk profile; current and projected exposures; market conditions.
- PACE: announced average rate increase of 15% due to inflationary trends in claims and increased reinsurance costs in general; actual net increase to CCC was 14.06%
- Ongoing market research and current restrictions.



# Current Insurance Program Design

# Property

\$150,000,000 Per Occurrence Total Limit of Indemnification  
\$550,000,000 Per Occurrence Aggregate Loss Limit (all Participants)

*Sublimits:* \$5,000,000 Business Income  
\$5,000,000 Extra Expense  
\$5,000,000 Property in the Course of Construction  
\$5,000,000 Debris Removal

*Scheduled Property Values:*

\$419,846,400 Buildings, Other Structures, Scheduled Outdoor Property  
\$ 59,097,935 Business Personal Property & Electronic Data Processing  
Equipment  
\$ 1,708,392 Mobile Equipment & Fine Arts

# Earth Movement and Flood

## **Earth Movement**

\$ 20,000,000 Limit – Per Participant/Aggregate

\$450,000,000 PACE – Per Occurrence Aggregate Limit arising out of Earth Movement, Flood or both

## **Flood**

\$ 20,000,000 Limit – Per Occurrence/Aggregate

\$100,000,000 Annual Aggregate Loss Limit - within 100 year or greater flood zone

\$450,000,000 PACE Per Occurrence /Aggregate Limit arising out of Earth Movement, Flood or both

# Equipment Breakdown

## **Equipment Breakdown**

\$50,000,000 Limit

*Sublimits:*

\$5,000,000 Business Income / Extra Expense – Actual Loss Sustained

\$1,000,000 Consequential Loss

\$5,000,000 Demolition & Increased Cost of Construction (Ordinance or Law)

# Crime

## Crime

\$1,000,000 Theft, Disappearance & Destruction; Forgery & Alteration; Computer Fraud; Funds Transfer Fraud; Faithful Performance of Duty; Money Orders & Counterfeit Money

\$250,000 Impersonation Fraud

\$25,000 Loss Investigation Expense

# Educator's Liability and Automobile Liability

## **Educator's Liability**

\$20,000,000 Per Occurrence Limit of Liability

\$20,000,000 Per Wrongful Act Limit of Liability

\$20,000,000 Annual Aggregate Limit of Liability

## **Automobile Liability**

\$15,000,000 Per Occurrence Limit of Liability including Hired & Non-Owned Auto Liability and Personal Injury Protection

\$500,000 Uninsured/Underinsured Motorist Bodily Injury Coverage

# Cyber Liability and School Violent Acts

## **Cyber Liability**

\$1,000,000 Security & Privacy; Event Management; Media Content; Network Interruption

\$5,000,000 Annual Aggregate Limit to all Additional Insureds in any one annual period

### ***Sublimit:***

Cyber Extortion

## **School Violent Acts**

\$ 50,000 Per Occurrence and Annual Aggregate

\$200,000 Maximum Annual Aggregate All PACE Members

# Additional Coverages outside of PACE Program

**Active Assailant**

**Excess Cyber Liability**

**Liquor Liability (Onsite and Offsite Events)**

**Early Childhood Program & Volunteer Accident Coverage**

**Business Travel Accident (Board of Education)**

**International Package policy**

**Special Risk with Enhanced Assault Coverage**

**Athlete Medical Coverage (Basic and Excess)**

**Multi-Peril Crop Insurance (Grape and Grapevine)**

**Public Official Bonds**



# Workers' Compensation & Employers Liability

Carrier	SAIF Corporation	
Workers Compensation	Statutory (Medical and Indemnity as set by state statute)	
Employers Liability	\$500,000 Bodily Injury by Accident, each accident	
	\$500,000 Bodily Injury by Disease, each employee	
	\$500,000 Bodily Injury by Disease, policy limit	
Payroll	\$55,963,438 Adjustable at audit	
	1.79% decrease from last year's payroll	
Premium	\$134,244 Includes prepay discount of \$4,212	
	5.79% decrease from last year's premium	
Experience Mod Factor	2023 - 0.73	2024 - 0.77

# Recap of recent years' premiums

# PACE Year over Year Premium & Exposure Comparison

Year over Year Comparison		2023 - 2024			2024 - 2025			Year over Year Changes				
Coverage	Rating Basis	Exposure	Premium	Rate	Exposure	Premium	Rate	Exposure Change	% Exposure Change	Premium Change	% Premium Change	% Rate Change
Property	Insured Value	\$414,756,706	\$381,918	9.21	\$480,781,856	\$460,840	9.59	\$ 66,025,150	15.92%	\$ 78,922	20.66%	4.13%
Liability*	Total Public Resources	\$ 63,559,610	\$317,341	499.28	\$ 69,807,912	\$341,956	489.85	\$ 6,248,302	9.83%	\$ 24,615	7.76%	-1.89%
Automobile	Number of Units	138	\$ 63,555	460.54	132	\$ 68,077	515.73	-6	-4.35%	\$ 4,522	7.12%	11.98%
Crime			\$ 5,581			\$ 5,581				\$ -	0.00%	
PACE TOTAL			\$768,395			\$876,454				\$108,059	14.06%	

\* Liability is rated on Prior Year's Total Public Resources

# Premium Summary Year over Year

Coverage	Current Carrier	Expired Term	Current Term
Property including Equipment Breakdown	PACE	\$ 381,918	\$ 460,840
Educators Liability		\$ 317,341	\$ 341,956
Automobile		\$ 63,555	\$ 68,077
Crime		\$ 5,581	\$ 5,581
Cyber Liability		Included	Included
Violent Acts Coverage		Included	Included
Active Assailant (NEW: 3/22/2024-25)	Lloyds of London		\$ 28,431
Excess Cyber Liability	AIG Specialty	\$ 46,000	\$ 36,808
Liquor Liability - on & off site	Western National	\$ 1,783	\$ 1,786
Early Childhood Program & Volunteer Accident	Zurich	\$ 1,000	\$ 1,000
Business Travel Accident (BOE)	Zurich	\$ 1,000	\$ 1,000
International Package	AIG	\$ 2,125	\$ 2,125
Special Risk – Kidnap & Ransom	AIG	\$ 6,616	\$ 6,616
Intercollegiate Basic Accident Medical	Philadelphia Insurance	\$ 10,394	\$ 10,800
Intercollegiate Catastrophic Accident	Philadelphia Insurance	\$ 3,888	\$ 4,365
Workers Compensation - Oregon	SAIF	\$ 142,488	\$ 134,244
Workers Compensation - Other States	SAIF/Zurich	\$ 253	\$ 251
Multi Peril Crop Insurance (Grape + Grapevine)	Global Ag Program	\$ 394	\$ 1,607
Public Bonds (5 Bonds)	Liberty Mutual	\$ 2,100	\$ 1,750
<b>TOTAL ESTIMATED ANNUAL PREMIUM</b>		<b>\$ 986,436</b>	<b>\$ 1,107,237</b>

# Overview of USI Insurance Services

- Provide on-going exposure analysis and risk assessment support
- Analyze current insurance program and make recommendations
- Online portal for policies, certificates of insurance and related documents
- Provide administrative services including certificates, invoicing, audits, policies
- Consulting on insurance program as needed
- Review contracts and advise on insurance requirements
- Handle requests for surety/bonds
- Monitor marketplace for trends and product development
- Discuss ways to reduce or transfer risk for new and changing exposures and potential activities with heightened risk; access to USI Risk Management Center

# Objectives for 2024- 2025

- Review insurance program and exposures
- Conduct site visits
- Review claims and analyze trends
- Engage USI Risk Management consulting services
- Consider new or emerging insurance products
- Consider alternate insurance program structures or options

# USI INSURANCE SERVICES

## Q & A

Thank you!

# Chemeketa's RN to BSN

Holly Nelson  
Sandi Kellogg  
Annette Gorremans



## RN to BSN

- SB 523
  - Passed in 2023 Legislative Session
    - (2) A community college may offer applied baccalaureate degrees and Bachelor of Science: Nursing degrees under the provisions of this section.
    - (3) For each applied baccalaureate degree program or Bachelor of Science: Nursing degree program a community college wants to offer to its students, the community college shall submit to the Higher Education Coordinating Commission:
      - (a) A description of the program to be offered;
      - (b) The method by which the program will be created, including any necessary accreditation by the relevant accrediting agency;
      - (c) Documentation of local unmet workforce needs that would be addressed by offering the program; and
      - (d) Documentation that the community college has the expertise, resources, and student interest necessary to make the program successful.





## HECC process

- 1<sup>st</sup> steps
  - Application to indicate our intent - DONE
- 2<sup>nd</sup> steps
  - Application for an actual program – DONE
- 3<sup>rd</sup> step
  - Complete curriculum creation – send to committee and receive Board approval.
- 4<sup>th</sup> step
  - ODE, FA, Accreditation approvals



## Program

- Non-OCNE-School Interest
  - HECC definition is “consortium”
  - We consider ourselves a group of schools who are in collaboration



## Collaboration Idea

- Chemeketa CC, Linn Benton CC, Oregon Coast CC, Klamath Falls CC, Treasure Valley CC, and Central Oregon CC
  - Working together for the RN to BSN
  - Maintaining our ADN programs
  - Multi-campus learning management system (LMS)
  - Offering online didactic content taught by qualified faculty from the collaborating colleges



## Accreditation

- All agree to be nationally accredited, although this is neither a state nor a federal requirement
- ACEN, 2023
  - Standard 1, C1.4, - The nurse administrator is a nurse who: (same for faculty, St 2.1)
    - a. holds educational qualifications as required by the:
      - governing organization, and
      - regulatory agencies;
    - b. holds nursing licensure and certification as applicable, consistent with the assigned roles and responsibilities; and
    - c. is experientially qualified for the assigned roles and responsibilities.



## Collaboration

- ADN graduates will transfer in a max of 94 credits
- Credits for Licensure – CPC (NUR 250, 4 cr.)
- Credit for Work Experience – CWE (NUR 380, 1-7 cr.)
- BSN core content, including capstone – 60 cr.
  - Pre-requisite for the BSN – Math 243z, 4 cr. (Statistics), BI 234, 4 cr. (Microbiology)
- Finalizing with one of three capstone project tracks (Clinical Administration & Management, Palliative Care, and Underserved & Vulnerable Populations)
  - Anticipate that, with all pre-requisite general education courses completed, nursing courses will take one year
    - This keeps us competitive



## Chemeketa Credits we can use - Flexible

- Need 180 credits
- Chemeketa AAS – 93 credits
  - BSN General Education Requirements:
    - BI 234, 4 credits
    - STAT 243z, 4 credits
  - BSN Core Curriculum – 60 credits
  - BSN Additional Degree Requirements – Flexible up to 19 credits
    - NUR 250 (NCLEX Prep), 4 credits, &/or
    - NUR 380 (CWE) up to 7 credits, &/or
    - 100 level and higher Electives



## Sample FT Curriculum Map

Summer Start				Winter Start			
Sum	Fall	Winter	Spring	Winter	Spring	Sum	Fall
<b>Year 1</b>				<b>Year 1</b>			
NUR 310	NUR 314	NUR 316	NUR 416	NUR 310	NUR 314	NUR 316	NUR 416
NUR 312	NUR 410	NUR 412	NUR 414	NUR 312	NUR 410	NUR 412	NUR 414
<b>Year 2</b>				<b>Year 2</b>			
NUR 418				NUR 418			
NUR 420				NUR 420			