

A large, stylized fish logo in dark green and light green, positioned on the left side of the page. The fish is facing right and has a circular eye. The background is a light green gradient.

Regular Meeting

November 18, 2020

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

November 18, 2020

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

- | | | |
|---|--|-------------------------------------|
| I. Executive Session | 4:15–4:30 pm | Web Conferencing |
| Executive Session is called in accordance with ORS 192.660(2) (h) legal rights. | | |
| II. Administration Updates | 4:30–5:15 pm | Web Conferencing |
| III. Regular Session | 5:30 pm | Web Conferencing/Live Stream |
| A. Call to Order | | |
| B. Roll Call | | |
| C. Comments from the Public | | |
| D. Approval of Minutes | —Workshop and Regular Board Meeting of October 21, 2020. | 1–8 |
| E. Reports | | |
| 1. Reports from the Associations | | |
| a. Samantha Brennan | Associated Students of Chemeketa (ASC) | 9–10 |
| b. Steve Wolfe | Chemeketa Faculty Association | 11 |
| c. Terry Rohse | Chemeketa Classified Association | 12–13 |
| d. Marshall Roache | Chemeketa Exempt Employees Association | 14–15 |
| 2. Reports from the College Board of Education | | |
| F. Information | | |
| 1. Suspension of Health Information Management Program | | 16 |
| Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley | | |
| G. Standard Reports | | |
| 1. Personnel Report | | 17–18 |
| David Hallett, Vice President—Governance and Administration | | |
| 2. Budget Status Report | | 19–22 |
| Miriam Scharer, Vice President/Chief Financial Officer | | |
| 3. Capital Projects Report | | 23 |
| Miriam Scharer, Vice President/Chief Financial Officer | | |

4. Chemeketa Community College COVID-19 Health and Safety Operational Plan Miriam Scharer, President/Chief Executive Officer	24
5. Recognition Report Jessica Howard, President/Chief Executive Officer	25–26
H. Separate Action	
1. Approval of Retirement Resolutions, [20-21-116] No. 20-21-05, Jeffrey L. “Jeff” Howard; and No. 20-21-06, Walter J. “Wally” Wharton David Hallett, Vice President—Governance and Administration	27–29
I. Appendices	
1. Mission – Vision – Values – Core Themes	30
2. Campus Map	31–32
3. District Map	33
J. Future Agenda Items	
K. Board Operations	
L. Adjournment	

Chemeketa Community College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, protected veteran status, age, gender, gender identity, sexual orientation, pregnancy, whistleblowing, 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.

Minutes
November 18, 2020

APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meeting of October 21, 2020, 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 18, 2020

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

October 21, 2020

I. WORKSHOP

Ed Dodson, Chair, called the workshop to order at 4:30 pm via Zoom.

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

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus; and Miriam Scharer, Vice President/Chief Financial Officer, College Support Services.

A. RISK MANAGEMENT/INSURANCE SERVICES

Miriam Scharer introduced Kathy Bowen, agent of record from USI Insurance Services, Rebecca Hillyer, general counsel, and John McIlvain, emergency and risk manager. Miriam thanked Kathy for her amazing work in supporting the best interests of the college, staff mentorship, and support; Rebecca for stepping into the insurance piece with total commitment to protect the college and managing the entire renewal process for the past couple of years; and John for his tireless work with the COVID-19 incident response and taking the lead as the college's liaison to the Beachie Creek Fire incident management team.

Kathy used PowerPoint slides to present the annual Insurance and Risk Management report. The report provided an overview of the USI Insurance Service team and services provided to Chemeketa, highlights of 2019–2020, current insurance program design, 2020–2021 premium cost, premium history and year-to-year comparison, loss history with a claims overview, and 2020–2021 objectives.

On behalf of the board, Ed Dodson thanked Kathy for her report.

John McIlvain shared background information and an update on the Beachie Creek Fire Incident Command post and mentioned the Incident Management team may continue to use the Chemeketa campus until the first week of November. John thanked public safety, information technology, facilities, custodians, and the executive team for their support and allowing the fire team to concentrate on the fire.

John was thanked for the report and the excellent work.

The workshop ended at 4:38 pm, and a recess was taken.

II. ADMINISTRATION UPDATES

The meeting reconvened at 4:40 pm via Zoom.

Members in Attendance: Ed Dodson, Chair; Betsy Earls (arrived at 5:17 pm); Jackie Franke, Vice Chair; Ken Hector; Neva Hutchinson; Ron Pittman; and Diane Watson.

Minutes
November 18, 2020

Meeting Minutes
College Board of Education
October 21, 2020
Page 2

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus; and Miriam Scharer, Vice President/Chief Financial Officer, College Support Services.

Updates were shared or discussed with the board on board goals and individual board goals, and the board goals for 2020–2021 were affirmed; Association of Community College Trustees (ACCT) Conference debrief; discussion and finalized registration for the Oregon Community College Association (OCCA) conference on November 4–6; Aspen New President's Fellowship; (OCCA), Higher Education Coordinating Commission (HECC), Community Colleges and Workforce Development (CCWD) standard report; staffing updates; Department of Corrections update; Budget Committee update; College Support Services staffing update; and board agenda preview.

A recess was taken at 5:19 pm.

III. REGULAR SESSION

A. CALL TO ORDER

Ed Dodson, Chair, reconvened the board meeting via Zoom at 5:31 pm.

B. ROLL CALL

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

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus; and Miriam Scharer, Vice President/Chief Financial Officer, College Support Services.

Board Representatives in Attendance: Antonio Martinez, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA); Terry Rohse, Chemeketa Classified Association (CCA); and Marshall Roache, Chemeketa Exempt Association (CEA).

C. COMMENTS FROM THE PUBLIC

None were received.

D. APPROVAL OF MINUTES

Ken Hector moved and Jackie Franke seconded a motion to approve the minutes of the regular Board meeting of September 16, 2020.

A roll call vote was taken and the motion CARRIED.

Minutes
November 18, 2020

Meeting Minutes
College Board of Education
October 21, 2020
Page 3

E. REPORTS

Reports from the Associations

Antonio Martinez, Associated Students of Chemeketa (ASC) reported in place of Samantha Brennan and highlighted the new online events ASC is putting on as noted in the report.

Steve Wolfe, Chemeketa Faculty Association (CFA), said the report stands as written. Steve stated there have been two contract management meetings in the past two weeks that went very well. The last one focused on improving communications between administration and faculty. It was a good meeting, and the group is looking forward to making more progress. Ed Dodson said he was pleased to see in the last paragraph of the report, the two associations agree to continue dialogue and improve communication, and he thanked Steve for the report.

Terry Rohse, Chemeketa Classified Association said the classified report stands as written. Terry thanked David Hallett, Heather McDaniel, and Alice Sprague for attending the classified contract management meeting this morning and providing accurate information to the group in regards to what they had been hearing. Terry also mentioned several classified employees have moved to exempt status. Terry also gave kudos to John McIlvain for the work he has been doing and the classified employees who assisted with the hosting of the fire incident command post.

Marshall Roache, Chemeketa Exempt Association, said the exempt report stands as written.

Reports from the College Board of Education

Ken Hector attended Zoom meetings with Senator Denyc Boles and Representatives David Gomberg, Bill Post, Ron Noble, Mike Nearman, Paul Evans, and Rick Lewis, a quarterly meeting with Jessica Howard, a Chemeketa Foundation Board meeting, Texas Success Center webinar, Association of the Community College Trustees (ACCT) Public Policy and Advocacy annual committee meeting, Oregon Business Plan (OBP) Leadership webinar, OCCA webinar, and a conference call with Jee Hang Lee, vice president of ACCT.

Betsy Earls had two meetings with Holly Nelson and Paul Davis regarding the commercial driver's license program.

Diane Watson attended Zoom meetings with Representative Bill Post, Keizer library task force meeting, ACCT diversity committee meeting, virtual ACCT Leadership conference, and a quarterly meeting with Jessica.

Ron Pittman attended four sessions of the virtual ACCT leadership conference, a keynote speaker session, and the state coordinator's meeting, which met prior to the start of the conference. Ron met with Paul Davis and Danielle Hoffman to hear updates on the Yamhill Valley Campus (YVC), had a quarterly meeting with Jessica, and several on-campus meetings with IT regarding his laptop.

Jackie Franke attended a Mid-Willamette Valley Council of Governments (MWVCOG) board and budget committee meeting, MWVCOG Executive Director committee meeting, five semi-

Minutes
November 18, 2020

Meeting Minutes
College Board of Education
October 21, 2020
Page 4

finalist one-hour interviews, a quarterly meeting with Jessica, and “The Re-Opening: Community Schools as a Vehicle to Advance Equity” meeting.

Ed Dodson attended Zoom meetings with Senator Denyc Boles and Representative Raquel Moore-Green, four Oregon Business Plan (OBP) meetings, a quarterly meeting with Jessica Howard, the OCCA forum and board meeting, board agenda review, a virtual meeting with David Hallett and Jessica Howard, the All-Staff Forum, OCCA virtual training, and several other sessions.

Neva Hutchinson attended the LGBTQIA training put on by the Chemeketa ASC.

F. INFORMATION

2020 iSTART Higher Education Coordinating Commission (HECC) Summer Bridge

Jim Eustrom introduced Liliana Landa-Villalba, coordinator for CAMP and Latino Outreach, and Mike Evans, dean of student retention and college life, to present the report. Mike noted the iSTART 2020 planning group prepared a program for its third year; however, due to COVID-19 the entire program had to prepare for remote operations. Mike thanked Liliana, James McNicholas, recruitment and enrollment services coordinator, Collin Stapp, Chemeketa Tech Hub, the navigators, and the whole team for doing an amazing job of taking this challenge on, making something great out of it and figuring out how to make the program work remotely for students.

Liliana shared slides including the iSTART objectives, ten program modules, 14 different cohorts offered throughout the summer, and recruitment numbers for iSTART. There were 286 students registered for iSTART, and 246 students attended. For fall term, there are 212 participants registered which is an 86 percent yield. Also, 106 students requested textbook assistance and 309 items were sent out to them. Liliana thanked the library staff for doing an incredible job of helping students get the materials they needed, Colin Stapp and the online department for assisting students with the Canvas platform, and the team for a great team effort. Also, student comments were shared and overall, they were very pleased with the experience. Diane Watson asked if follow-up was done with the students who have completed the program to see how successful they are. Liliana and Mike were thanked for their work and for the report.

Results of the 2019 Certification and Licensure Examinations

Jim Eustrom introduced Marshall Roache, interim executive dean career and technical education, and Holly Nelson, executive dean for regional education and academic development to present the report.

Marshall highlighted the high pass rates for apprenticeship, welding, nursing and EMT programs.

Holly highlighted the results of the medical assisting and phlebotomy technician exams and noted pass rates were higher than the national pass rate in both areas.

Minutes
November 18, 2020

Meeting Minutes
College Board of Education
October 21, 2020
Page 5

Jackie Franke said the numbers are impressive and gave kudos to the faculty for teaching the students well. She is very proud of the work being done and would like to know how many of the students have jobs, and mentioned creating an alumni association to connect with students. Ken Hector said the pass rates are phenomenal and would like to have the employment data after students pass their test to share with legislators during meetings. Also, since CTE programs have a smaller number of participants compared to certificate or other programs, it would be good to track the data manually. Holly said there are ongoing conversations on how to tie workforce systems together so the data can be used to track students' gainful employment in the future and verify what programs are doing. Diane Watson asked if there was an effort to contact the student's several months after they have graduated. Holly said some programs do for certain programs that are required to have that information, and social media is also used to keep in contact with students.

G. STANDARD REPORTS

Personnel Report

David Hallett said the report stands as written and thanked the Human Resources department for all of the work they do.

Budget Status Report

Miriam Scharer reported there were several reports to review this month. Miriam noted on the Statement of Resources and Expenditures, the tuition fee revenue for the start of fall term is included along with some small additional state payment adjustments received during the month.

The Status of Investments report has no new investments. At this time, most of Chemeketa's funds are held in the Oregon Short-Term fund as interest rates for longer term investments continue to decline. As of today, the interest rate in the LGIP has been reduced to .75 percent compared to 2.45 percent at this time last year.

The Quarterly Update of Other Funds reflects the status of the college's other funds as of September 30, 2020. In the revenue generating funds section, there is a decline in the Auxiliary Services fund balance due to book sales being impacted by some of the textbook affordability measures. A similar decline is reflected in Self-Supporting Services due to declining enrollments impacting the revenue sources in the fund. In the lower section, the regional library fund balance is markedly higher than this same report last year due to the timing of some encumbrances and expenditures.

The last report is the Preliminary Progress Report for last fiscal year 2019–2020. There are still transactions that will be posted so this is preliminary; the final financial report will be presented in December during the audit presentation. Miriam pointed out the Preliminary Ending Fund Balance of \$11,970,047. For this fiscal year 2020–2021, a beginning fund balance of \$10,000,000 was budgeted so the additional funding in the ending fund balance will cushion some of the other declines this year and potentially next year.

Minutes
November 18, 2020

Meeting Minutes
College Board of Education
October 21, 2020
Page 6

Capital Projects Report

Rory Alvarez said the report stands as written. However, they are still trying to make up time on the Agricultural Complex and Diesel program due to losing a week on the projects because of the smoke, ash and poor air quality from the fires.

Institutional Advancement Foundation Quarterly Report

David Hallett introduced Marie Hulett, executive director for Institutional Advancement, to share report highlights.

Marie said the report stands as written and mentioned they are in the process of starting to form an alumni association.

Grant Activities, July 2020–September 2020

David Hallett introduced Gaelen McAllister, director of grants, to share report highlights.

Gaelen highlighted the TRIO SSS and TRIO D-SSS awarded grants and thanked Angela Archer, TRIO director, for her amazing job on the grant proposals and the department for the stellar job on consistently meeting their goals. These grants will bring in about \$2.9 million over five years. Also, the IME-Becas award for \$5,500 administered through the Mexican Consulate shows how Chemeketa's work in mentoring bilingual students to be community leaders is recognized internationally. This grant leverages foundation unrestricted funds as a match and doubles the donor's impact.

Neva Hutchinson thanked Gaelen and her team for the hard work and success of the grants department. Ed Dodson said the board is very proud of the work.

Summer Term 2020 Enrollment Report

Jim Eustrom reported for summer term 2020, unduplicated headcount was down 26 percent, reimbursable FTE was down nine percent, and non-reimbursable FTE was down almost 100 percent. Jim mentioned a strategic enrollment management team was put together last spring with a focus on recruitment and what can be done to change the numbers.

Chemeketa Community College COVID-19 Health and Safety Plan

John McIlvain noted there are no significant changes to the Chemeketa Community College COVID-19 Health and Safety Plan. Chemeketa received feedback from Marion County Health and Human Services and they stated the plan looks very thorough. Marion County recommended the return to campus guidance be updated to reflect the Center for Disease Control's (CDC) current position of 24-hours without fever and use of fever reducing medications. This information will be included in the plan's November update.

Additionally, the requested exemption to Oregon Occupational Health and Safety Administration (OSHA), discussed at the September board meeting, was unsuccessful. Since then, Oregon OSHA has posted a new draft standard, with appendices, believed to take effect on November 1, 2020. OCCA, Oregon Alliance, and the Oregon President's Council (OPC), submitted comments, concerns, and question to OSHA. Chemeketa and other colleges have

H. ACTION

Ron Pittman moved and Diane Watson seconded a motion to approve action items No. 1–3:

1. Approval of Appointment of Budget Committee Members for Zone 2, Resolution No. 20-21-03, and Zone 3, Resolution No. 20-21-04 for 2020–2023 [20-21-113]
2. Acceptance of Program Donations July 1, 2020 through September 30, 2020 [20-21-114]
3. Approval of Grants Awarded July 2020–September 2020 [20-21-115]

The motion CARRIED.

I. APPENDICES

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

J. FUTURE AGENDA ITEMS

None were heard.

K. BOARD OPERATIONS

None were heard.

L. ADJOURNMENT

The meeting adjourned at 6:46 pm

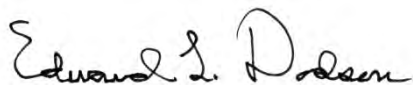
Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Chair

November 18, 2020

Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Samantha Brennan, ASC Executive Coordinator

ASC / MULTICULTURAL STUDENT SERVICES (MSS) PAST EVENTS

How to Navigate Campus Resources

- This is a Student Retention and College Life event that occurred twice on October 6, from 11 am–12 pm, and again from 2–3 pm. It focused on campus resources and how to access them through the online learning platforms. There was low student attendance, but the sessions were recorded and will be posted on the Student Life Canvas Page for students to access.

The Importance of Student Voters in Oregon

- This event took place Wednesday, October 7, at 1 pm. It was coordinated by Legislative Coordinator, Antonio Martinez. The event helped students learn their voting rights, as well as taught them how to vote and if they are registered to vote. The event had low student attendance but was recorded and will be posted on the Student Life Canvas Page for students to access.

LGBTQIA+ Gender vs Sex and Pronoun Education

- This event took place Wednesday, October 14, and focused on the difference between gender and sex, and personal pronouns. It was hosted by Professor Peter Davis Jr. D.B.H. He talked about the origins of LGBTQIA rights, the different parts of the community, and the differences between sex and gender. There was a good turnout of 14–16 people, and there is a plan to repeat the event in winter term.

COVID-19 and Women's Health

- Kellee Borsberry, an RN and the Clinical Services Manager and Infection Control Officer for Northwest Human Services in Salem facilitated a Zoom lecture on both COVID-19 and women's health on October 15, from 11 am–12 pm. This was a Student Retention and College Life event.

Mental Health

- This event was for students to learn about mental health issues, coping mechanisms and the resources Chemeketa offers students in regards to mental health. This Zoom event took place October 20, from 11 am–12 pm. This is a Student Retention and College Life event.

Kahoot Trivia

- The ASC team provided a fun hour long activity of trivia questions. Winners received a \$50 eGift card as a prize as well as an incentive to come to the event. This event took place October 21, at 1 pm on Zoom. There were four students who participated in this event, and though it was small, it was good and engaging.

Report-1a
November 18, 2020

Q&A with the President

- ASC hosted an open forum for students to come talk directly with President Howard. They were allowed to ask questions and learn more about what's going on at Chemeketa. The event took place October 28, at 1 pm in a Zoom conference. Roughly 18 students showed up and actively participated in the conversation.

Post-Election Debrief

- Antonio Martinez, the Legislative Coordinator put together this open forum for students to talk about the elections and discuss the delay in ballot counting at the time. It was a safe place where students were able to practice *Civil Discourse* and discuss their opinions. It took place November 4, at 1 pm, with five students who participated.

Council of Clubs

- The Council of Clubs was an opportunity for the Student Clubs Coordinator Astra Underhill to meet with clubs, and allocate funds to clubs. This event was held on October 23, over zoom. Six clubs signed up and attended the council meeting. All clubs were awarded the money they asked for.

Kahoot Trivia

- The ASC team hosted another Kahoot day as the last event of fall term. Available via zoom, students were able to win prizes. It took place November 18, from 1–2 pm. Originally the event was planned as a Bingo game, but due to technological issues, the ASC decided to do another Kahoot event.

ASC / MSS FUTURE EVENTS

ASC open meetings

- The Executive Coordinator, Samantha Brennan, has planned a monthly ASC meeting that is open to all Chemeketa Staff and Students. The students and staff are welcome to speak at the meetings, and ask questions from their ASC team. The meeting will continue through fall, winter and spring terms.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

Entering the second half of fall term, faculty and students are continuing to adapt to Zoom meetings and the new Canvas Learning Management System. In addition to the ongoing important work of teaching and learning that is at the heart of Chemeketa, faculty continue to work on assessment of program, discipline, and course outcomes as well as prepare for the spring implementation of Guided Pathways.

CORRECTIONS EDUCATION

Six Oregon community colleges, including Chemeketa, have for many years contracted with the Oregon Department of Corrections (DOC) to provide ABE/GED and ESOL classes to adults in custody. Earlier this fall, DOC announced plans to not renew those contracts. Dozens of community college faculty and staff statewide, including at least a half dozen Chemeketa faculty, stand to lose their jobs effective January 31, 2021 as a result. CFA has been collaborating with the Oregon Education Association (OEA) and other stakeholders on a letter writing campaign to DOC leadership as well as Governor Kate Brown to try to convince DOC to reverse its decision and instead renew the contracts.

BARGAINING PREPARATION

Due to the uncertainties in funding and enrollment due to the Covid-19 pandemic and ensuing economic crisis, the current CFA Collective Bargaining Agreement is just for the 2020–2021 academic year, expiring after June 30, 2021. Bargaining a new contract is expected to resume in January 2021. In preparation for this, CFA is currently forming a new bargaining team and plans to survey faculty before the end of fall term to determine bargaining priorities.

CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

Tim King, Director of Public Relations—Chemeketa Community College
Classified Employees Association

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

Terry Rohse, President—Chemeketa Community College Classified Employees Association

WELCOME NEW CLASSIFIED EMPLOYEES

- On November 2, 2020, Joseph Altelaihi was hired as Technology Support Technician in Information Technology of College Support Services Division (CSSD).
- On November 2, 2020, Joshua Knutz was hired as Student Services Specialist in Academic Development of Regional Education and Academic Development division.
- On November 9, 2020, Maria Power was hired as Technology Analyst II in Chemeketa Cooperative Regional Library Service of Student Development and Learning Resources division.

MOVES TO DIFFERENT DEPARTMENTS

- On October 29, 2020, Sarah Dettwyler moved from the Bookstore to a Financial Services Technician I position in Business Services of College Support Services Division.
- On October 29, 2020, Patricia “Trish” Bowlsby moved from the Curriculum and Instruction department to the position of Department Technician II in the Center for Academic Innovation of General Education and Transfer Studies (GETS) division.
- On October 29, 2020, Sherrie Magarrell moved from the Liberal Arts department of GETS division as a Department Technician II to Emergency Services of Career and Technical Education division at Brooks.
- On October 29, 2020, Reshone Dean moved from Community Education department of Regional Education and Academic Development division as a Technician II to the Apprenticeship Department of the Career and Technical Education division.
- On November 2, 2020, Nikki Mundt moved from Academic Development division to a Department Technician I position in Placement and Testing Services of Student Development and Learning Resources division.

PROMOTIONS

- Jamie Wenigmann is now an exempt employee as Director of Development for the Foundation Department of Institutional Advancement division, effective August 1, 2020.

Report-1c
November 18, 2020

- April Estrada-Whittle moved from a Technology Analyst I to a Systems Analyst position in the Information Technology Department of the CSSD division, effective October 21, 2020.
- Shawn Keebler has moved from Department Technician to Department Specialist for the Foundation Department of Institutional Advancement division, effective November 2, 2020.

THANK YOU FOR COLLEGE ADMINISTRATION SUPPORT

These past few months have been tense, emotional and information-saturated! The CCA Board has worked with fifteen classified employees who were put on temporary layoff at the end of June 2020. The reasons behind the temporary layoff were that there was no work for some of our employees due to the virus pandemic and subsequent campus closures. The temporary layoff allowed the employees to keep their health insurance and other benefits during this time. They were also eligible to file for unemployment compensation with the additional stimulus monies. Since then, some employees returned to work as activity picked up leading to Fall term. Others were facing bumping into positions held by newer employees, and some faced permanent layoffs.

The CCA Board wants to thank the college administration for working hard to reconfigure some positions that had been vacated due to the early retirement incentive offered in June. Department and program areas were identified with increased remote work and those employees with bumping rights were placed there. This reduced the permanent layoffs to just two employees, who we continue to work with in identifying potential opportunities to return to Chemeketa. Again, thank you to all who have worked tirelessly to achieve these positive results in hard times!

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Lynn Irvin, Vice President—Chemeketa Community College Exempt Association
Marshall Roache, President—Chemeketa Community College Exempt Association

The exempt association welcomes new members Heidi Gilliard, Director of Institutional Research and Reporting, Michael Kinkade, Associate Vice President, CSSD Operations, Deroll Barrett, Job Corps Coordinator, and Tony Moore, Director, Public Safety.

The exempt association board would like to shine a spotlight on Celia Nunez and her accomplishments and congratulate her on her current role as the interim director of the Chemeketa Center for Business and Industry. Her picture and biography are below.



Celia Núñez has been with the college since January 2017, although her history with Chemeketa goes back to when she attended Chemeketa as a student. As a former small business owner and elected official, Celia is passionate about making a positive difference in the lives of Oregonians. Throughout her career, she has held challenging and significant leadership positions in the private sector, higher education, and in local and state government. Celia earned her B.A. and her M.B.A. from George Fox University. She is also a graduate of the J.F.K. School of Government Executive Program at Harvard University and is currently participating in the Oregon Executive Leadership Academy. As a Chemeketa alum she is particularly proud to serve as the Interim Executive Director of the Chemeketa Center for Business & Industry (CCBI), where she is responsible for leading the teams at the Small Business Development Center (SBDC) and Customized Training. One of Celia's favorite things

Report-1d
November 18, 2020

to do is spend time with her 4 grandchildren, Corina, Kaleb, Victoria and Elena, who call her "YaYa". She also enjoys attending concerts with her husband, especially Andrea Bocelli, Tower of Power, George Strait, The O'Jays, Intocable, and her most beloved group of all time, the Eagles.

SUSPENSION OF HEALTH INFORMATION MANAGEMENT PROGRAM

Prepared by

Dana Nolan, Program Chair—Instructor, Health Information Management
Sandi Kellogg, Dean—Health Sciences
Marshall Roache, Interim Executive Dean—Career and Technical Education
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The Health Information Management (HIM) program and its Advisory Committee are proposing a temporary suspension of the program beginning fall 2021. The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM), allows institutions to suspend a program but stay accredited for up to two years. The program currently offers an Associate of Applied Science degree. The suspension is being recommended due to the following:

- Curriculum revisions to meet higher math requirements instituted by the CAHIIM.
- Shortage of practicum sites due to COVID.
- Decreased job placement due to COVID.
- Low enrollment and graduation numbers:
 - 2017–2018: 12 students entered; 8 graduated.
 - 2018–2019: 11 students entered the program; 6 graduated.
 - 2019–2020: 11 students entered the program; 7 graduated.
- Faculty retirement, leaving one full-time instructor. National accreditation standard requires two full-time faculty with the appropriate HIM credentials: Registered Health Information Technician (RHIT) or Registered Health Information Administrator (RHIA).

During the suspension, the program will make the following updates and changes:

- Re-write curriculum.
- Collaborate with faculty to offer math and anatomy and physiology classes online to remain competitive in the field.
- Consider options to add coding and other certificates.
- Review and integrate new textbooks into courses.
- Re-sequence classes to reflect fall cohort start, rather than spring.
- Develop marketing campaign to increase enrollment.
- Review and implement practicum software to decrease on-site face to face hours to accommodate rural and out of state students.
- Recruit more practicum sites from other areas within Oregon.

TEACH-OUT PLAN

Currently enrolled students would be included in a teach-out through spring term 2021.

PERSONNEL REPORT

Prepared by

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

NEW HIRES AND NEW POSITIONS

Joseph S. Altelaihi, Technology Support Technician—Information Technology, College Support Services Division, replacement, 100 percent, 12-month assignment, Range B-3, Step 4.

Deroll A. Barrett, Coordinator-Job Corps—Counseling and Student Support Services, Student Development and Learning Resources Division, new position, 100 percent, 12-month assignment, Range C-2, Step 4.

Heidi Gilliard, Director-Institutional Research and Reporting—Instruction and Student Services Division, replacement, 100 percent, 12-month assignment, Range D-3, Step 5.

Michael W. Kinkade, Associate Vice President-Operations—College Support Services Division, replacement, 100 percent, 12-month assignment.

Joshua A. Knutz, Student Services Specialist-10 months—Academic Development, Regional Education and Academic Development Division, new position, 100 percent, 10-month assignment, Range B-3, Step 4.

Anthony B. Moore, Director-Public Safety—Public Safety, College Support Services Division, replacement, 100 percent, 12-month assignment, Range D-3, Step 4.

Carlos E. Ordonez, Student Services Specialist—Student Recruitment, Enrollment and Graduation Services, Student Development and Learning Resources Division, new position, 100 percent, 12-month assignment, Range B-3, Step 5.

POSITION CHANGES

Patricia A. “Trish” Bowlsby, Department Technician II—Center for Academic Innovation, General Education and Transfer Studies Division, assignment transfer, 100 percent, Range B-2, Step 11 from Department Technician II—Academic and Organizational Effectiveness, Instruction and Student Services Division.

Reshone R. Dean, Department Technician II—Apprenticeship, Career and Technical Division, assignment change, 100 percent, Range B-2, Step 11, from Department Technician II—Community Education, Regional Education and Academic Development Division.

Sarah C. Dettwyler, Financial Services Technician I—Business Services, College Support Services Division, assignment transfer, 100 percent, Range B-1, Step 9, from Department Technician—Bookstore and Auxiliary Services, College Support Services Division.

Standard Report-1
November 18, 2020

April M. Estrada-Whittle, Systems Analyst—Information Technology, College Support Services Division, replacement, 100 percent, Range C-3, Step 4, from Technology Analyst II—Information Technician, College Support Services Division.

Shawn E. Keebler, Department Specialist—Foundation, Governance and Administration Division, replacement, 100 percent, Range B-3, Step 3, from Department Technician II—Foundation, Governance and Administration Division.

Sherrie L. Magarrell, Department Technician II—Emergency Services, Career and Technical Education Division, assignment transfer, 100 percent, Range B-2, Step 11, from Department Technician II—Liberal Arts, General Education and Transfer Studies Division.

RETIREMENTS

Jeffrey L. “Jeff” Howard, Counselor—Counseling and Career Services, Student Development and Learning Resources Division, effective December 31, 2020.

Walter J. “Wally” Wharton, Technology Analyst II—Information Technology, College Support Services Division, effective December 31, 2020.

SEPARATIONS

William F. Gregory, Department Assistant—Bookstore, College Support Services Division, effective October 29, 2020.

Lorri J. Harms, Department Assistant—Emergency Services, Career and Technical Education Division, effective October 29, 2020.

Steven J. “Steve” Patterson, Director-Community Education—Regional Education and Academic Development Division, effective October 29, 2020.

Mark A. Penrose, Department Clerk—Bookstore and Auxiliary Services, College Support Services Division, effective October 29, 2020.

Craig M. Saunders, Manager-Computer Services—Information Technology, College Support Services Division, effective October 30, 2020.

BUDGET STATUS REPORT

Prepared by

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

The financial reports of the general fund and investments for the period from July 1, 2020, through October 31, 2020, 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 31, 2020

Chemeketa Community College
Statement of Resources and Expenditures
As of October 31, 2020

Standard Report-2
November 18, 2020

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
Resources:				
Property Taxes	24,050,000	268,268	1.12%	(23,781,732)
Tuition and Fees	24,010,000	8,058,707	33.56%	(15,951,293)
State Appropriations - Current	26,033,806	17,442,013	67.00%	(8,591,793)
State Appropriations - Carryover from FY20	8,816,194	8,816,194	100.00%	-
Indirect Recovery	1,890,000	416,304	22.03%	(1,473,696)
Interest	1,200,000	268,971	22.41%	(931,029)
Miscellaneous Revenue	460,000	275,287	59.85%	(184,713)
Transfers In	100,000	-	0.00%	(100,000)
Fund Balance	10,000,000	-	0.00%	(10,000,000)
Total Resources	96,560,000	35,545,744	36.81%	(61,014,256)
Expenditures:				
Instruction	36,666,945	7,914,023	21.58%	28,752,922
Instructional Support	13,196,315	2,955,040	22.39%	10,241,275
Student Services	8,547,451	2,450,187	28.67%	6,097,264
College Support Services	18,735,454	4,962,689	26.49%	13,772,765
Plant Operation and Maintenance	7,313,835	1,738,999	23.78%	5,574,836
Transfers and Contingency	10,600,000	1,821,995	17.19%	8,778,005
Total Expenditures	95,060,000	21,842,933	22.98%	73,217,067
Unappropriated Ending Fund Balance	1,500,000			

Chemeketa Community College
Budget Status Report
As of October 31, 2020

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	9,393,434.00	2,628,467.11	5,249,049.04	1,515,917.85
6120	Classified Salaries	13,342,498.00	3,522,678.48	7,555,726.38	2,264,093.14
6124	Part-Time Hourly & Student Wages	1,410,065.00	123,387.18	-	1,286,677.82
6130	Faculty Salaries	17,518,704.00	3,891,077.52	11,998,049.57	1,629,576.91
6132	Part-Time Faculty	6,973,969.00	1,101,456.39	763,101.94	5,109,410.67
6510	Fixed Fringe Benefits	10,127,376.00	2,928,238.86	-	7,199,137.14
6511	Variable Fringe Benefits	15,657,076.00	3,537,945.19	-	12,119,130.81
6512	Other Fringe Benefits	380,000.00	66,865.00	-	313,135.00
Subtotal Personnel Services		74,803,122.00	17,800,115.73	25,565,926.93	31,437,079.34
					23.80%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,805,688.00	132,689.62	3,279.96	1,669,718.42
720	Equipment \$500-\$4,999	284,263.00	15,437.53	-	268,825.47
7300	Legal Services	106,176.00	785.36	41,800.00	63,590.64
7310	Insurance	629,162.00	621,139.50	-	8,022.50
7320	Maintenance	441,134.00	27,140.82	45,155.03	368,838.15
7330	Communications	948,439.00	154,951.03	-	793,487.97
7340	Space Costs	1,887,134.00	298,829.09	27,384.53	1,560,920.38
7350	Staff Development	126,991.00	9,408.18	-	117,582.82
7360	Travel	388,140.00	3,550.13	-	384,589.87
7370	Other Services	2,807,881.00	954,195.11	491,320.26	1,362,365.63
7550	Capital Outlay	231,870.00	2,696.02	14,273.51	214,900.47
8150	Transfers Out	5,600,000.00	1,821,995.37	-	3,778,004.63
8500	Contingency	5,000,000.00	-	-	5,000,000.00
Subtotal Non-Personnel Services		20,256,878.00	4,042,817.76	623,213.29	15,590,846.95
					19.96%
Report Totals		95,060,000.00	21,842,933.49	26,189,140.22	47,027,926.29
					22.98%

STATUS OF INVESTMENTS AS OF OCTOBER 31, 2020

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 10-31-2020</u>
Oregon Short-Term Fund - General	10-31-2020	On demand	\$25,038,231.01	0.91%
Oregon Short-Term Fund - Capital	10-31-2020	On demand	\$8,785,097.02	0.91%
<u>Other Investments</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
Treasury Note – United States Treasury	11-18-2019	11-30-2020	\$2,027,908.52	1.548%
Corporate Note – Wells Fargo Bank	11-19-2019	12-07-2020	\$2,038,530.00	1.797%
Corporate Note – Westpac Banking Corp.	12-09-2019	01-25-2021	\$2,037,447.78	1.851%
Corporate Note – US Bank	12-09-2019	02-04-2021	\$2,047,433.33	1.828%
Treasury Note – United States Treasury	12-11-2019	03-31-2021	\$1,995,898.03	1.601%
Corporate Note – Royal Bank of Canada	12-09-2019	04-30-2021	\$2,045,933.33	1.774%
Corporate Note – Lloyds Bank	12-09-2019	05-07-2021	\$2,045,486.67	1.870%
Corporate Note – Walmart Inc.	12-20-2019	06-23-2021	\$2,074,589.17	1.647%
Corporate Note – Toyota Motor Credit Corp.	12-20-2019	07-20-2021	\$2,071,165.00	1.735%
Corporate Note – Microsoft Corp.	01-21-2020	08-08-2021	\$2,015,356.11	1.507%
Corporate Note – Shell International	01-21-2020	09-12-2021	\$2,016,661.67	1.622%
Treasury Note – United States Treasury	01-17-2020	10-31-2021	\$2,007,448.57	1.471%
Treasury Note – United States Treasury	01-17-2020	11-15-2021	\$2,060,271.92	1.473%

13 week Treasuries 0.09% as of 10/30/2020

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
Miriam Scharer, Vice President/Chief Financial Officer

PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- **Building 9 Chillers**
The college is working with Energy Trust of Oregon and RACI, an engineering consultant, on design documents so new chillers can be installed. This will include startup and new control wiring.

CURRENT AND COMPLETED CAPITAL PROJECTS

- **Agricultural Complex**
Construction began on schedule despite the challenges caused by COVID-19, with all contractors observing social distancing and personal protective equipment (PPE) requirements. Additionally, exterior/interior framing is near completion, as well as the roof is mostly dried in. Sheetrock is now in place as well as most exterior brick finishes. Most exterior structures are now starting rough-in electrical, heating, ventilation, air conditioning (HVAC) and low voltage wiring.
- **Diesel Program at Brooks Center**
The majority of building exterior work is complete with asphalt and concrete paving scheduled in the coming weeks. The new gas line and heating systems are also nearly complete and modifications to add roll-up doors have begun. The project is still on schedule to be completed in the last week of November.

See Appendix–2; Campus Map pages 31–32.

**CHEMEKETA COMMUNITY COLLEGE COVID-19
HEALTH AND SAFETY OPERATONAL PLAN**

Prepared by

John McIlvain, Manager—Emergency and Risk Management
Miriam Scharer, Vice President/Chief Financial Officer

As required by Governor Kate Brown's Executive Order 20-28, each public university and community college must develop a written campus health and safety plan describing how the institution will comply with the requirements. The College Board of Education must regularly review the plan that was approved at the July 22, 2020 board meeting. It was subsequently submitted to the local health authority and the Higher Education Coordinating Commission. Updates and amendments, if any, will be presented to the board at the November board meeting.

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.

Thanks to MELISSA FREY, MANUEL GUERRA, HEATHER MISENER, and MIRIAM SCHARER for volunteering at the United Way Distribution Hub to help provide emergency relief for wildfire victims in September. *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

On October 28, the regional chapter of the National Council for Marketing and Public Relations (NCMPR) honored Chemeketa with 8 Medallion awards as follows:

2 Gold Medallions: Cooperative Work Experience (print ad), YVC Coffee Sleeves (wildcard advertising)

3 Silver Medallions: Chemeketa Chatter (Newsletter), Chemeketa is Here For You (video short), Don't Put Your Education on Hold (print ad)

3 Bronze Medallions: YVC Spring Term Campaign (postcard), "Llamaudience" of One (unmanipulated photo), Interior Bus Ads (interior signage promotion)

These winners are now being judged by the national committee and we suspect we'll see some more recognition at the upcoming awards ceremony. Huge thanks to our small but mighty marketing team of MARIE HULETT, TERRI JACOBSEN, ROBERT LAHUE, EMILY MILLER, and ESTHELA ZENDEJAS who made these projects so amazing. *(Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.)*

The Oregon Community College Association (OCCA) annual fall conference was held on November 4–6 virtually. VIVI CALEFFI PRICHARD and JON MATHIS presented a breakout session on "We Need to Do Something: How one college is addressing the equity crisis." *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

JIM EUSTROM, Vice President of Instruction and Student Services and Yamhill Valley Campus President, received the inaugural Cam Preus Award for Extraordinary Contribution to Community Colleges for his 34-year career devoted to the advancement of community colleges and the students they serve at the Howard Cherry Awards on November 6.

Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)

JACKIE FRANKE, board vice chair, and KEN HECTOR, board member, received Dedicated Service Awards from OCCA for their eight years of service on the Chemeketa Board of Education, and RON PITTMAN, board member, received a Dedicated Service Award from OCCA for his 16 years of service on the Chemeketa Board of Education at the Howard Cherry Awards on November 6. *(Core Theme: Community Collaborations—Instruction, training, and*

Standard Report-5
November 18, 2020

workforce development are provided through collaboration with education partners, businesses, and community groups.)

Thanks to MARIE HULETT, BRUCE IRVIN, LYNN IRVIN, JOHN MCILVAIN, DIANE MCLARAN, and JON TERRAZAS for organizing a veterans' celebration on November 9. Congressman KURT SCHRADER, Representative PAUL EVANS, and National Guard Brigadier General MARK CROSBY were the guest speakers. Over 20 veteran college employees were honored and thanked for their service to our country and college. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

Separate Action-1
November 18, 2020

**APPROVAL OF RETIREMENT RESOLUTIONS,
NO. 20-21-05, JEFFREY L. “JEFF” HOWARD; AND
NO. 20-21-06, WALTER J. “WALLY” WHARTON
[20-21-116]**

Prepared by

David Hallett, Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached are resolutions honoring Jeffrey L. “Jeff” Howard and Walter J. “Wally” Wharton who retire effective December 31, 2020.

It is recommended that the College Board of Education adopt Resolution No. 20-21-05, Jeffrey L. “Jeff” Howard; and No. 20-21-06, Walter J. “Wally” Wharton.

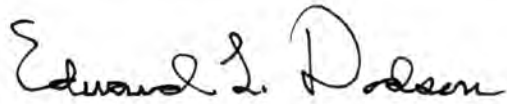
Separate Action-1
November 18, 2020

**RETIREMENT RESOLUTION NO. 20-21-05,
JEFFREY L. "JEFF" HOWARD**

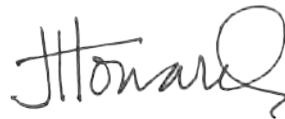
WHEREAS, Jeffrey L. "Jeff" Howard began his 30-year, 4-month association, as a salaried employee, with Chemeketa Community College in September, 1990; and

WHEREAS, Jeffrey L. "Jeff" Howard gave dedicated service to Chemeketa Community College currently as Counselor, Counseling and Career Services Department of Student Development and Learning Resources Division; therefore,

BE IT RESOLVED, that upon his retirement date of December 31, 2020, the College Board of Education hereby honors and commends Jeffrey L. "Jeff" Howard for his loyalty, dedication and personal commitment to Chemeketa Community College.



Ed Dodson
Board Chairperson



Jessica Howard
President/Chief Executive Officer

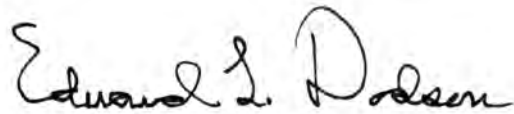
Separate Action-1
November 18, 2020

**RETIREMENT RESOLUTION NO. 20-21-06,
WALTER J. "WALLY" WHARTON**

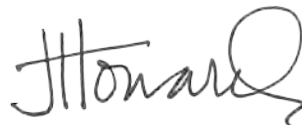
WHEREAS, Walter J. "Wally" Wharton began his 2-year, 2-month association, as a salaried employee, with Chemeketa Community College in November, 2018; and

WHEREAS, Walter J. "Wally" Wharton gave dedicated service to Chemeketa Community College currently as Technology Analyst II, Information Technology Department of College Support Services Division; therefore,

BE IT RESOLVED, that upon his retirement date of December 31, 2020, the College Board of Education hereby honors and commends Walter J. "Wally" Wharton for his loyalty, dedication and personal commitment to Chemeketa Community College.



Ed Dodson
Board Chairperson



Jessica Howard
President/Chief Executive Officer

MISSION • VISION • CORE THEMES • VALUES

MISSION *(Our purpose)*

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

VISION *(What is accomplished by carrying out our mission)*

Chemeketa will be a catalyst for individuals, businesses, and communities to excel in diverse and changing environments.

CORE THEMES *(Manifests essential elements of the mission and collectively encompass the mission)*

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

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

Community Collaborations – Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.

Student Success – Students progress and complete their educational goals.

VALUES *(How we carry out our work; desired culture; our beliefs)*

Collaboration – We collaborate to ensure purposeful, effective programs and services that support all students. We welcome diverse perspectives and encourage the free exchange of ideas.

Diversity – We are a college community enriched by the diversity of our students, staff, and community members. Each individual and group has the potential to contribute in our learning environment. Each has dignity. To diminish the dignity of one is to diminish the dignity of us all.

Equity – We promote a just and inclusive environment in which all individuals receive equitable support to reach their full potential. We do this through fair treatment, access, opportunity, and advancement for all, aiming to identify and eliminate barriers that have prevented the full participation of some groups.

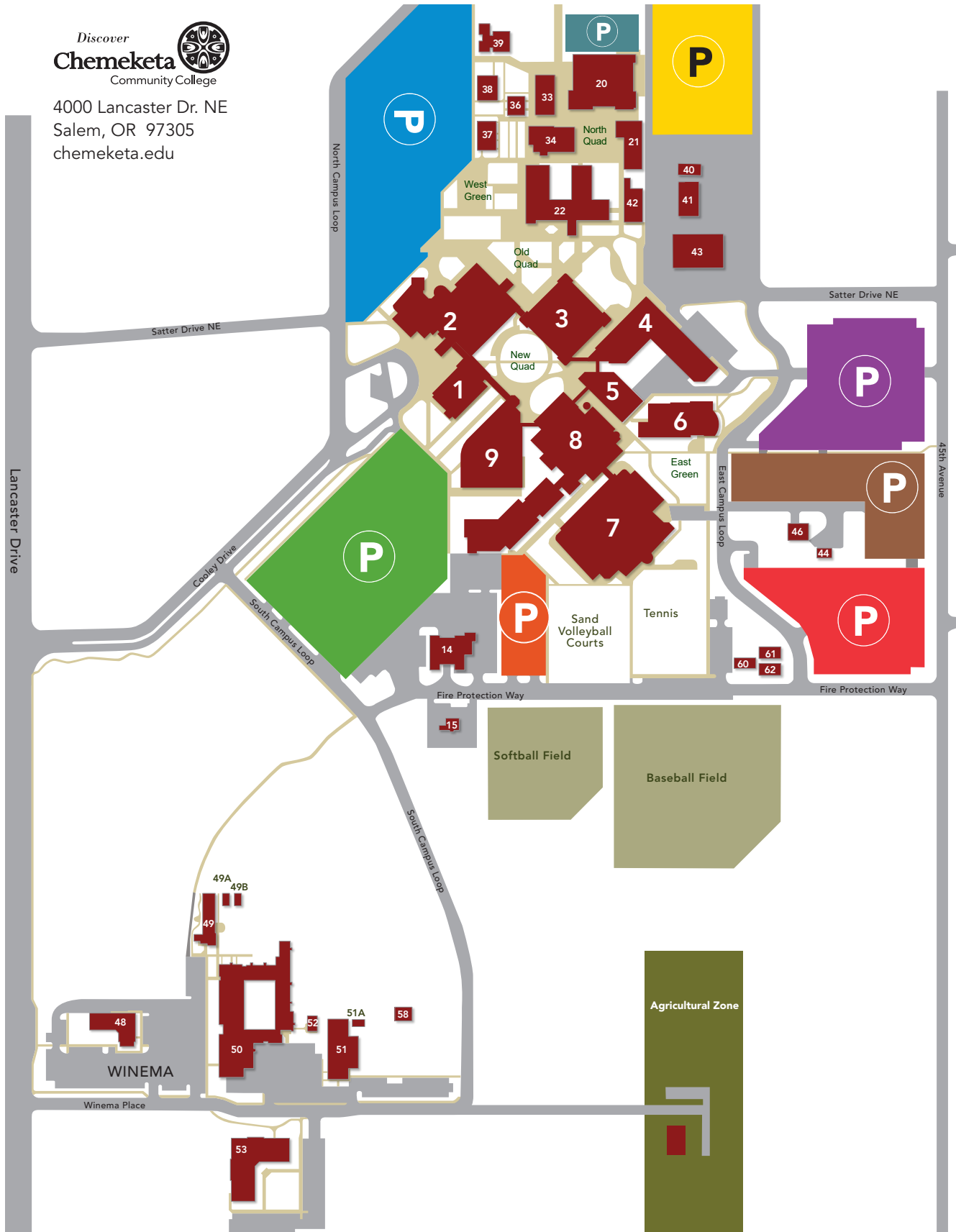
Innovation – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

Stewardship – We act with personal and institutional accountability for the responsible use of environmental, financial, and human resources to meet the needs of current students without compromising the needs of future generations of students.

Appendix-2
November 18, 2020



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



Appendix-2 November 18, 2020

Salem Campus

Building and Primary Function(s)

- 001 1st Floor: Bookstore,
- 001 2nd Floor: Faculty Offices
- 002 1st Floor: Advising & Counseling; Career Center; Convenience Store; **Student Accessibility Services**; Food Court; Information Center; Multicultural Center; Planetarium; Public Safety; Student Retention & College Life; Student Support Services; Testing Services
- 002 2nd Floor: Business Services; CAMP; Chemeketa Completion Program; Enrollment Center; Graduation Services; Financial Aid; TRIO; Talent Search; Upward Bound; Tutoring Services; Veteran's Services; College Support Service's; Human Resources; Presidents Office; Public Information, Marketing and Student Recruitment.
- 003 1st Floor: Gretchen Schuette Art Gallery; Classrooms;
- 003 2nd Floor: Classrooms; Math Learning Center; Instruction and Student Services, Placement Testing
- 004 1st Floor: Automotive Program; Electronics Program
- 004 2nd Floor: Visual Communications; Robotics; Eletronics & Networking Programs
- 005 1st Floor: Art Classrooms;
- 005 2nd Floor: Classrooms
- 006 1st Floor: Auditorium; Classrooms
- 006 2nd Floor: Classrooms; Employee Development
- 007 Gymnasium; Physical Education Classrooms
- 008 1st Floor: Dental Clinic; Health & Science Classrooms;
- 008 2nd Floor: Health & Science Classrooms
- 009 1st Floor: Classrooms; **The Center for Academic Innovation; Academic Effectiveness**; Scheduling; Television Studio
- 009 2nd Floor: Library; Writing Center; Computer Lab; Study Rooms
- 014 Public Safety
- 015 Burn Tower
- 020 Drafting; Engineering; Machining Program
- 021 Welding Program
- 022 Academic Development; HEP; Information Technology
- 033 Apprenticeship Program
- 034 Conference Rooms; SOAR
- 037 Faculty Offices
- 038 Faculty Offices; Occupational Skills Training; Cooperative Work Experience
- 039 Child Development
- 040 Facilities & Operations
- 041 Facilities & Operations

- 042 Catering Kitchen; Northwest Innovations
- 043 Copy Center; Mail Room; Recycling
- 044 Horticulture Potting Shed
- 045 Activity Field
- 046 Greenhouse
- 048 Conference Rooms; MaPS Credit Union; Winema Market & Deli
- 049 Mid-Willamette Education Consortium, Youth GED Options
- 050 High School Partnerships
- 051 Winema High School; Robotics; Lab
- 052 Classrooms
- 053 Department of Human Services
- 058 Facilities & Operations Annex
- 060 Agriculture Sciences
- 061 Classrooms
- 062 Classrooms

Area or Service—Building/Room

- General Information (Welcome Center)—2/110
- Public Safety—2/173—503.399.5023
- Academic Development—22/100
- Instructional & Student Services—3/272
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Chemeketa Cooperative Regional Library Service—9/136
- Computer Labs, Library—9/Second Floor
- Convenience Store—2/180
- Cooperative Work Experience—38
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- Disability Services—2/174
- Employee Development Center—6/218b
- English for Speakers of Other Languages—22/100
- Enrollment Center—2/200
- Extended Learning—3/252
- Financial Aid—2/200
- First Aid—2/173
- Food Service—2/First Floor, 8, & 48
- GED—22/100
- Gymnasium—7
- Human Resources—2/214
- International Programs and Study Abroad—2/174
- IT Help Desk—9/128
- Career Center—2/115
- Library—9/Second Floor
- Lost & Found—2/173

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

Instructional Department Offices

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

Restrooms

SINGLE OCCUPANCY

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

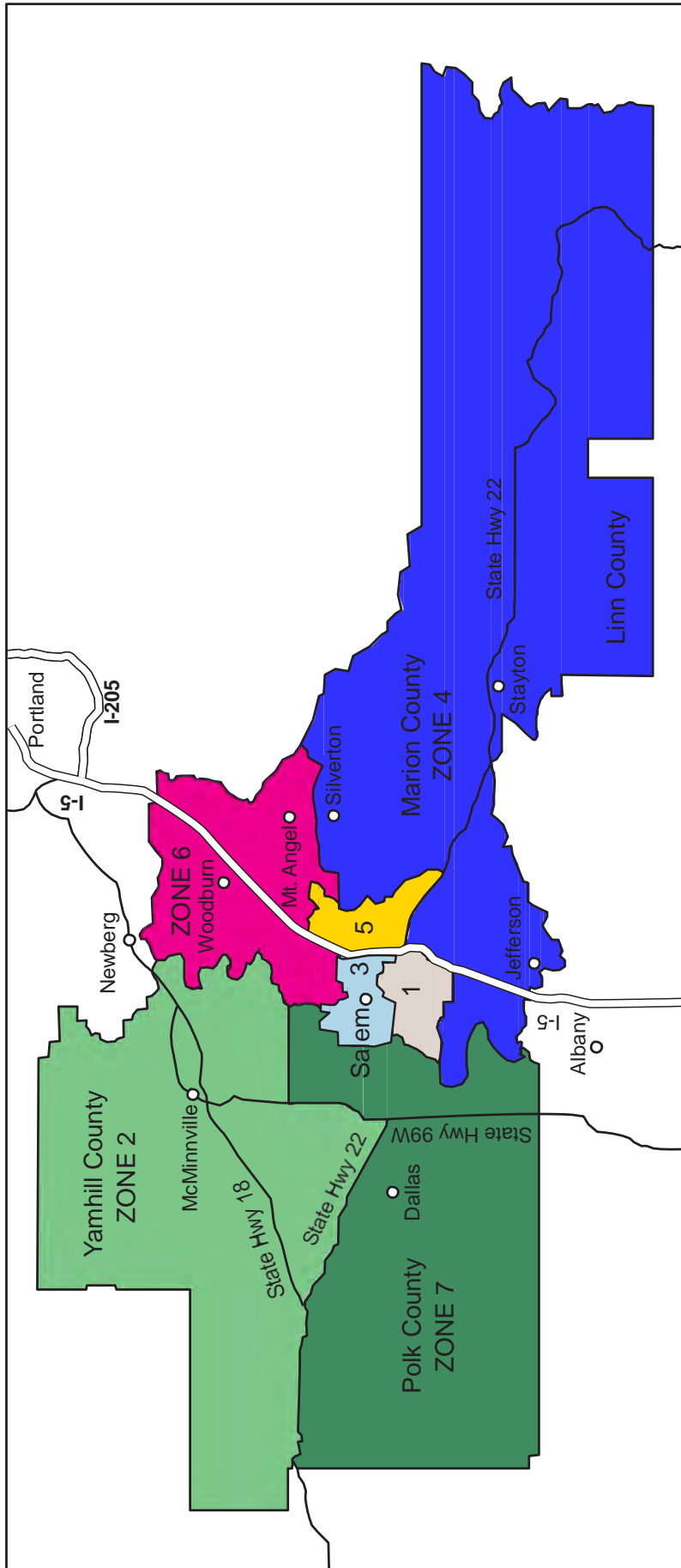
- Building 36—First floor
- Building 37—First floor
- Building 38—First floor
- Building 40—Second floor
- Building 50—First floor
- Building 51—First floor

MOTHER'S ROOM

- Building 2—First floor
- Building 8—First floor
- Building 20—Second floor
- Building 40—Second floor



Chemeketa Community College District Boundary and Board Zones



Board Members

ZONE 1	Ed Dodson, Chair 2020–2021
ZONE 2	Ron Pittman
ZONE 3	Neva Hutchinson
ZONE 4	Ken Hector
ZONE 5	Jackie Franke, Vice Chair 2020-2021
ZONE 6	Diane Watson
ZONE 7	Betsy Earls

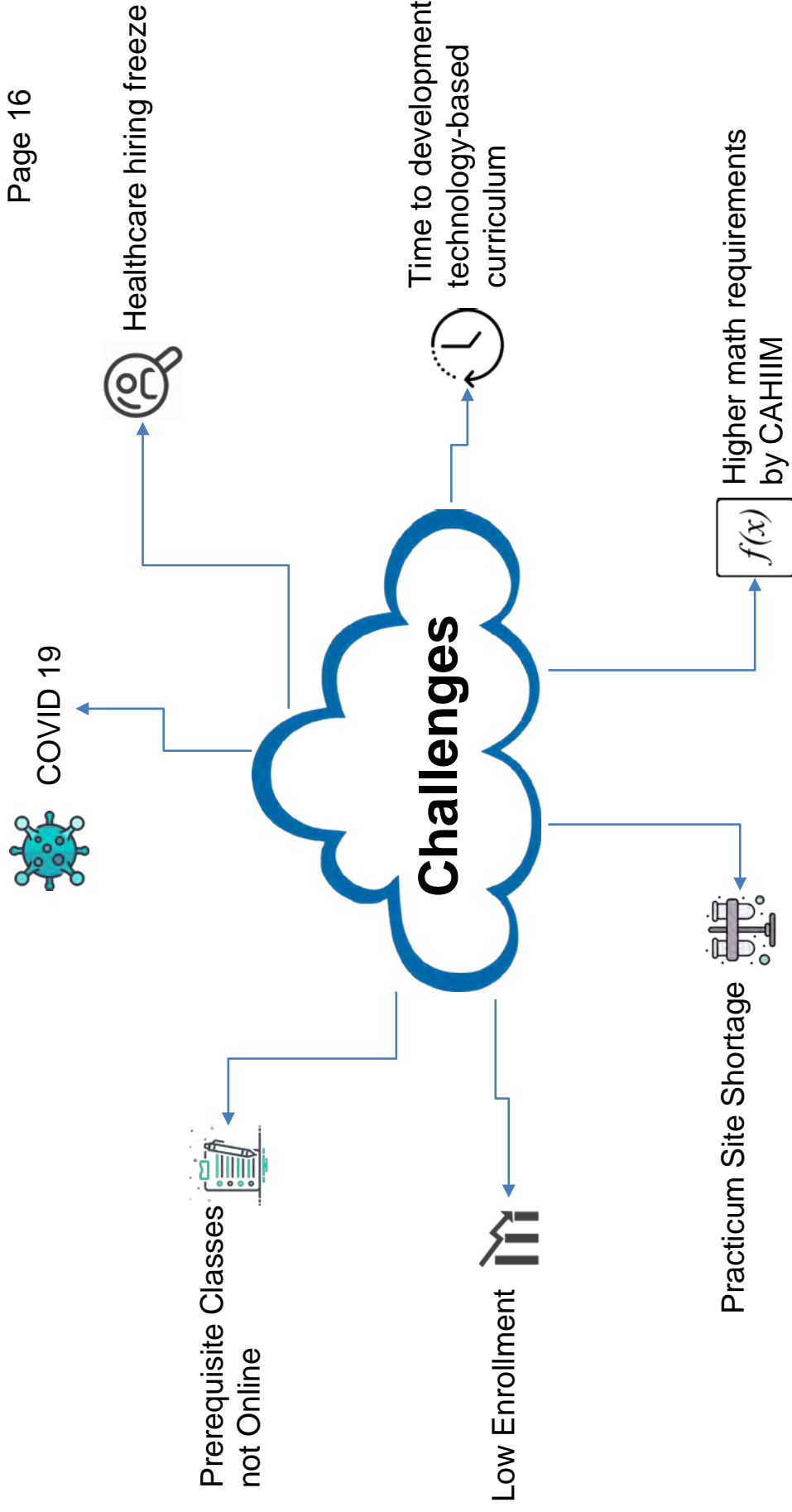
Handouts
November 18, 2020

Health Information Management

Proposed Program Suspension

Dana Nolan RHIA, CPC

HIM Program Chair





Solutions

Challenges



Marketing to medical facilities and students
Change from Spring to Fall start
Increase Certificates Available

- Coding
- Billing
- Healthcare Data

Add more members to Advisory Board
Recruit more practicum sites

- Increases # options in specialties
- More opportunity for direct job placement

AP Online

Develop curriculum based on today's technology

Time

Based on Governor and CDC recommendations