

A large, stylized fish logo in a dark olive green color, positioned on the left side of the page. The fish is facing right and has a circular eye. The background of the entire page is a lighter olive green with a subtle, repeating pattern of the same fish logo.

Regular Meeting

July 19, 2023

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

July 19, 2023

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

- | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-----------------------------------------------|
| I. Administration Updates | 5–6 pm | Closed Meeting |
| II. Regular Session | 6 pm | Web Conferencing/Livestream/Board Room |
| A. Call to Order | | |
| B. Pledge of Allegiance | | |
| C. Chemeketa Land Acknowledgment | | 1 |
| D. Roll Call | | |
| E. Board Changes | | |
| F. Comments from the Public | | |
| G. Approval of Minutes —Regular College Board of Education Meeting of June 21, 2023 and Special Meeting of July 5, 2023
Jessica Howard, President/Chief Executive Officer (CEO) | | 2–11 |
| H. Reports | | |
| 1. Reports from the Associations | | |
| a. New student fall 2023 | Associated Students of Chemeketa (ASC) | – |
| b. Steve Wolfe | Chemeketa Faculty Association | – |
| c. Aaron King | Chemeketa Classified Employees Association | 12 |
| d. Gaelen McAllister | Chemeketa Exempt Employees Association | – |
| 2. Reports from the College Board of Education | | |
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| David Hallett, Interim Vice President—Academic and Student Affairs | | |
| 2. Resolution No. 23-24-01, Pursuit, Development, and Offering of Bachelor of Science in Nursing at Chemeketa Community College | | 14–15 |
| Jessica Howard, President/Chief Executive Officer | | |
| J. Standard Reports | | |
| 1. Personnel Report | | 16–17 |
| Alice Sprague, Interim Vice President—Governance and Administration | | |

2. Budget Status Report Aaron Hunter, Vice President/Chief Financial Officer	18–19
3. Purchasing Report Aaron Hunter, Vice President/Chief Financial Officer	20
4. Capital Projects Report Aaron Hunter, Vice President/Chief Financial Officer	21
5. Institutional Advancement Foundation Quarterly Report April 1, 2023–June 30, 2023 Aaron Hunter, Vice President/Chief Financial Officer	22–23
6. Grant Activities April 2023–June 2023 Alice Sprague, Interim Vice President—Governance and Administration	24–28
7. Spring Term 2023 Enrollment Report Jessica Howard, President/Chief Executive Officer	29–31
8. Recognition Report Jessica Howard, President/Chief Executive Officer	32

K. Separate Action

1. Approval of Resolution No. 23-24-01, Pursuit, Development, and Offering of Bachelor of Science in Nursing at Chemeketa Community College Jessica Howard, President/Chief Executive Officer	[23-24-100]	33–34
2. Approval of Retirement Resolution No. 23-24-02, Debra A. Pillette-Stephens, and No. 23-24-03, Jennifer J. Sadouk Alice Sprague, Interim Vice President—Governance and Administration	[23-24-101]	35–37

L. Action

Consent Calendar Process (Items will be approved by the consent calendar process unless withdrawn at the request of a member of the board. Item or items requested to be removed by a member of the board will be removed from the consent calendar by the chairperson for discussion. A separate motion will then be required to take action on the item in question.)

1. Approval of Suspension of Computer Information Systems Certificates of Completion: Systems Administration and Network Security, Computer Programming, and Web Developer Certificates of Completion David Hallett, Interim Vice President—Academic and Student Affairs	[23-24-102]	38
2. Approval of Suspension of Virtual Office Assistant Certificate of Completion David Hallett, Interim Vice President—Academic and Student Affairs	[23-24-103]	39
3. Approval of Suspension of Corrections Associate of Applied Science Degree and New Corrections Associate of Applied Science Degree David Hallett, Interim Vice President—Academic and Student Affairs	[23-24-104]	40–42

4. Approval of Suspension of Law Enforcement Associate of Applied Science Degree and New Law Enforcement Associate of Applied Science Degree David Hallett, Interim Vice President—Academic and Student Affairs	[23-24-105]	43–45
5. Approval of Human Services Program and Degree Changes David Hallett, Interim Vice President—Academic and Student Affairs	[23-24-106]	46–48
6. Approval of Medical Assisting Associate of Applied Science Degree David Hallett, Interim Vice President—Academic and Student Affairs	[23-24-107]	49–51
7. Acceptance of Program Donations April 1, 2023–June 30, 2023 Aaron Hunter, Vice President/Chief Financial Officer	[23-24-108]	52–54
8. Approval of Grants Awarded April 2023–June 2023 Alice Sprague, Interim Vice President—Governance and Administration	[23-24-109]	55–56

M. Appendices

1. Vision – Mission – Values	57
2. Campus Map	58–59
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N. Future Agenda Items

O. Board Operations

P. 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.

Land Acknowledgement
July 19, 2023

CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT

Prepared by

Neva Hutchinson, Chair—Board of Education

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

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

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

Minutes
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APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meeting of June 21, 2023, and special board meeting of July 5, 2023, 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
July 19, 2023

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

June 21, 2023

I. EXECUTIVE SESSION

Ron Pittman, Chair, called the Executive Session to order at 4:08 pm in the Boardroom, Building 2, Room 170, at the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(i), evaluating the chief executive officer.

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

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

Executive Session ended at 4:22 pm.

II. WORKSHOP

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

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

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

TRIO Pre-College Programs

Lino Solomon, Director of TRIO Pre-College programs, shared an overview of the programs and highlights from the previous school year, program services, summer program plans, and student success.

The workshop ended at 4:53 pm.

III. ADMINISTRATION UPDATES

Ron Pittman, Chair, called the meeting to order at 5:14 pm, in Building 2, Room 172, at the Salem Campus.

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

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

Updates were discussed with the board regarding a possible future bond measure, Oregon Community College Association (OCCA) meetings, legislative and budget updates, the

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President's monthly report to the board, a board statement on the Higher Education Coordinating Commission (HECC) reports, and agenda preview.

A recess was taken at 5:54 pm.

IV. REGULAR SESSION

A. CALL TO ORDER

Ron Pittman, Chair, reconvened the board meeting at 6:02 pm. The meeting was held in the Board Room, Building 2, Room 170, at the Salem Campus.

B. PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

C. CHEMEKETA LAND ACKNOWLEDGMENT

Ron Pittman read the land acknowledgment.

D. ROLL CALL

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

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

Board Representatives in Attendance: Peter Wirfs, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA) (Zoom); Aaron King, Chemeketa Classified Association (CCA) (Zoom); and Gaelen McCallister, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC

There were no public comments. Ron Pittman read a statement from the Board of Education regarding the testimony presented during the recent budget committee meetings and public hearings, and thanked those who came forward.

F. SEPARATE ACTION

1. Approval of Resolution No. 22-23-32, Declaration of Election Results [22-23-138]

David Hallett noted official election returns for the May 16, 2023 elections have been received and the results are in the resolution. It is recommended the College Board of Education adopt Resolution No. 22-23-32 as official.

Ken Hector moved and Jackie Franke seconded a motion to approve the declaration of election results.

The motion CARRIED.

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2. Administration of Oath of Office for Iton Udosenata—Zone 1, Neva Hutchinson—Zone 3, Diane Watson—Zone 6, and Betsy Earls—Zone 7 [22-23-139]

David Hallett administered the Oath of Office to Iton Udosenata, Neva Hutchinson, Diane Watson and Betsy Earls.

G. APPROVAL OF MINUTES

Ken moved and Ed Dodson seconded a motion to approve the Board of Education minutes from May 17, 2023.

The motion CARRIED.

H. REPORTS

Reports from the Associations

Peter Wirfs, Associated Students of Chemeketa (ASC) said the report stands as written, and ASC is working on recruitment and interviews to replenish ASC's numbers. Ron and Jessica Howard thanked Peter for his service.

Steve Wolfe, Chemeketa Faculty Association (CFA), said the report stands as written.

Aaron King, Chemeketa Classified Association (CCA), said the report stands as written and amended the report to add the elected 2023-2024 CCA board members. On behalf of the CCA, Aaron thanked the outgoing board members for their service.

Gaelen McCallister, Chemeketa Exempt Association (CEA), said the report stands as written and thanked the departing exempt members for their service. Gaelen noted that Liliana Landa-Villalba will be the new CEA president starting in September.

Reports from the College Board of Education

Ed Dodson attended the Oregon Community College Association (OCCA) board forum, OCCA board meeting, five OCCA legislative calls, and the employee retirement celebration; met with OCCA Director Karen Smith; and attended First Thursday, a lunch meeting with Jessica, all-college barbecue, President's Circle meeting, Fire Suppression graduation, Salem Chamber Annual Awards, President's evaluation, band concert, nurse pinning, choir concert, Chemeketa graduation ceremony, and the NAACP Annual Freedom Fund Banquet.

Ken Hector attended the employee retirement celebration, two OCCA legislative calls, annual President's evaluation, monthly Association of Community College Trustees (ACCT) Public Policy and Advisory Committee meeting, and the Chemeketa graduation ceremony.

Jackie Franke attended the Catholic Community Services Volunteer Appreciation Event, employee retirement celebration, TRIO/CCP end of year celebration, President's evaluation, a meeting on childcare in the community, the Salem Leadership Foundation's annual luncheon, Chemeketa's graduation ceremony, and the Salem Chamber annual awards event.

Betsy Earls had no report.

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Diane Watson attended the all-college barbecue, President's Circle meeting, Fire Suppression graduation, and President's evaluation; met with Ken and Ron to write the President's evaluation statement; and attended the nurse pinning, Chemeketa graduation ceremony, Coffee with Mayor Cathy Clark Zoom show, the NAACP Annual Freedom Fund Banquet, and Keizer Greeters.

Neva Hutchinson attended the all-college barbecue, President's Circle meeting, agenda preview, President's evaluation, nurse pinning, and the Chemeketa graduation ceremony.

Ron Pittman attended a quarterly meeting with Jessica, President's evaluation, President's Circle meeting, and agenda review; met with Ken and Diane to write the President's evaluation statement and met with Paul Davis and Danielle Hoffman at Yamhill Valley Campus (YVC) for updates; and attended Chemeketa's graduation ceremony.

I. INFORMATION

ASC Legislative Internship Program

Peter Wirfs discussed the legislative internship program that was launched last fall. There were four student interns who were placed with two senators and two representatives, and the legislators had positive things to say about the interns and would like to work with Chemeketa in the future. Yajaira Milian-Vargas spoke about her experience as a legislative intern with Representative Tom Andersen's office.

Annual Evaluation of the President

Ron Pittman reported that the board conducted the annual evaluation of the president. Ken Hector read the evaluation statement. Jessica Howard was reviewed on the following categories: Board of Education; Management Competencies; Communicates Effectively; Facilitates Team Success; Community; Educational Planning and Leadership; Business, Finance and Facilities; and College Personnel. In addition, Jessica asked for feedback on her performance related to the annual key college initiatives. The board rated Jessica's performance as exceptional in the categories listed above.

Suspension of Computer Information Systems Certificates of Completion: Systems Administrator and Network Security, Computer Programming, and Web Developer Certificates of Completion

R. Taylor, Executive Director, CCBI, Business Programming, and Early Childhood Education, noted these certificates do not stand on their own and asked for the certificates to be suspended. She indicated that the college is working with partners across the state to develop certificates that would stand alone as an entry-level certificate into the field. The board will be asked to approve at the next board meeting.

Suspension of Virtual Office Assistant Certificate of Completion

R. Taylor asked for this certificate to be suspended because the degree has been suspended and it does not meet the current guidelines. The board will be asked to approve at the next board meeting.

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Suspension of Corrections Associate of Applied Science Degree and New Corrections Associate of Applied Science Degree

Megan Gonzalez, Criminal Justice Program Chair, noted that there were different changes to the courses within the Corrections Associate of Applied Science degree program. Since the number of required credits was changed, the degree had to be suspended and a new one created under the Northwest Commission on Colleges and Universities (NWCCU) regulations. The board will be asked to approve at the next board meeting.

Suspension of Law Enforcement Associate of Applied Science Degree and New Law Enforcement Associate of Applied Science Degree

Megan Gonzalez noted that there were different changes to the courses within the Law Enforcement Associate of Applied Science degree program. Since the number of required credits was changed, the degree had to be suspended and a new one created under NWCCU regulations. The board will be asked to approve at the next board meeting.

Human Services Program and Degree Changes

Shaunah Steele, Director of Behavioral Health and Health Promotion, stated they are changing the program name to Behavioral Health and all of the prefixes of the courses from Human Services to Behavioral Health, and moving three Associate of Applied Science degrees (Addiction Studies, Social Services and Direct Support Professional) into one degree: Behavioral Health Associate of Applied Science degree. The revised program fills workforce gaps on state and national levels. The board will be asked to approve at the next board meeting.

Medical Assisting Associate of Applied Science Degree

Paul Davis, Dean of Yamhill Valley Career and Technical Education and Wine Studies, noted Chemeketa has a Medical Assisting Certificate of Completion but is adding an Associate of Applied Science Medical Assisting Degree which provides students additional skills and enhances their employability prospects and the ability to move into supervisory positions. The board will be asked to approve at the next board meeting.

J. STANDARD REPORTS

Personnel Report

Heather McDaniel, Interim Associate Vice President of Human Resources, said the report stands as written, noted there is one new hire, and acknowledged the retirees in the report and thanked them for their service.

Budget Status Reports

Aaron Hunter noted in the Statement of Resources and Expenditures that the tuition and fees number on the report is close to the final number for this fiscal year. On the Budget Status report, the general fund expenditures continue to be consistent with the previous year, the insurance line item is a net negative balance due to insurance premiums coming in higher at the beginning the year, and the maintenance line is showing a negative available balance due to several year-end projects that needed to be completed. On the Status of Investments, three investments matured and there are no new investments for the month. The Oregon Short-Term funds, LGIP, continue to have a rate increase from 3.75 percent to 4.05 percent.

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Capital Projects Report

Aaron noted the HVAC projects will be completed by the end of June 30 and there are three sections of campus roadways that have new asphalt. Aaron thanked the Facilities team for its incredible work with the HVAC systems and other projects they have worked on. Jessica Howard thanked the staff for their tremendous amount of work and meeting the federal funds spend-by deadline.

Chemeketa Cooperative Regional Library Service (CCRLS) Report

Doug Yancey, Executive Director of Chemeketa Cooperative Regional Library Service (CCRLS) said the report stands as written. Doug said the fourth Network Administrator Recruitment did

not attract any candidates; however, the college is using an external consultant to fill the gaps. Ken Hector asked if feedback had been received from the candidates on reasons why they did not accept the position. Doug said pay was a critical factor and he is working with Human Resources to make the position more competitive.

President's Report

Jessica Howard noted this report is presented twice a year and stands as written, and highlighted a few items. The report covers OCCA, the Oregon Student Success Center, the HECC, the department of Community Colleges and Workforce Development, and the Oregon President's Council. Jessica mentioned the new state funding and distribution formula and how it is going to be allocated in the future, and provided an update on the Major Transfer Map work.

Recognition Report

Jessica Howard acknowledged employees in the written report.

K. SEPARATE ACTION (Continued)

3. Approval of Presidential Contract

[22-23-140]

Betsy Earls moved and Diane Watson seconded a motion to approve the presidential contract. Jessica said it is a great privilege to serve Chemeketa Community College and thanked staff and all of the teams for their hard work in assisting her and serving the students.

**4. Approval of Resolution No. 22-23-33, Adopting the Budget,
Making Appropriations, And Levying Taxes**

[22-23-141]

Ken Hector read Resolution No. 22-23-33. Neva Hutchinson moved and Diane Watson seconded a motion to approve adopting the budget, making appropriations, and levying the taxes.

**5. Approval of Resolution No. 22-23-34, Establishing Insurance
Reserve Fund**

[22-23-142]

Neva Hutchison read Resolution No. 22-23-34. Jackie Franke moved and Ken Hector seconded a motion to approve establishing an insurance reserve fund.

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6. Approval of Revised Academic Calendar for 2023–2026 [22-23-143]

David Hallett noted there have been three changes since the last publication of the calendar. The Friday closure dates are being moved one week earlier, the college is recommending that spring inservice be removed, and the fall inservice will be a partial college closure day.

Ken Hector moved and Jackie Franke seconded approval of the revised academic calendar for 2023–2026

**7. Approval of Retirement Resolution No. 22-23-35, Lisa G. Louie; [22-23-144]
No. 22-23-36, Cecelia C. Monto; No. 22-23-37, Nancy L. Stephens;
No. 22-23-38, Karie L. Beavert**

These four employees represent a total of 58 years and 10 months of service to the college.

Ken Hector read Lisa Louie's retirement resolution. Ken Hector moved and Ed Dodson seconded a motion to approve.

Neva Hutchinson read Cecelia Monto's retirement resolution. Ken Hector moved and Neva Hutchinson seconded the motion to approve.

Ed Dodson read Nancy Stephen's retirement resolution. Ken Hector moved and Ed Dodson seconded the motion to approve.

Diane Watson read Karie Beavert's retirement resolution. Neva Hutchinson moved and Betsy Earls seconded the motion to approve.

The motions CARRIED.

L. ACTION

Ken Hector moved and Jackie Franke seconded a motion to approve consent calendar items No. 1–7.

1. Approval of Budget Transfer Requests [22-23-145]
2. Approval of Resolution No. 22-23-39, [22-23-146]
Authorizing Interfund Borrowing
3. Approval of Lay Representative for the Chemeketa [22-23-147]
Cooperative Regional Library Service Advisory Council
4. Approval of High School Career and Technical [22-23-148]
Education Teacher Certificate of Completion
5. Approval of Education Support Professionals [22-23-149]
Certificate of Completion
6. Approval of Classified; Exempt; Full-Time Faculty; [22-23-150]
Part-Time (Adjunct) Bargaining Faculty; Part-Time
Non-Bargaining, Non-Credit Faculty; Hourly, Part-Time
Temporary, and Student Salary Schedules for 2023–2024
7. Approval of Communication Access Services Contract Award [22-23-151]

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The motion CARRIED.

M. APPENDICES

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

N. FUTURE AGENDA ITEMS

None were heard.

O. BOARD OPERATIONS

Neva Hutchinson noted this was Ed Dodson's final board meeting. Board members and staff had wonderful things to say about Ed and thanked him for his service. Ed said a few words.

P. ADJOURNMENT

The meeting adjourned at 7:24 pm

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

Board Chair

Date

Minutes
July 19, 2023

CHEMEKETA COMMUNITY COLLEGE
**SPECIAL BOARD OF EDUCATION
MEETING MINUTES**

July 5, 2023

I. SPECIAL SESSION

A. CALL TO ORDER

Ron Pittman, Chair, called the special board meeting to order at 8:35 am. The meeting was held remotely via Zoom and it was live-streamed and captioned.

B. ROLL CALL

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

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

C. COMMENTS FROM THE PUBLIC

None were heard.

D. REORGANIZATION OF THE COLLEGE BOARD OF EDUCATION

Ken Hector nominated Neva Hutchinson for board chair for 2023–2024; the motion was seconded by Diane Watson.

A unanimous roll call vote was taken, and the motion CARRIED.

Diane Watson nominated Ken Hector for board vice chair for 2023–2024; the motion was seconded by Iton Udosenata.

A unanimous roll call vote was taken, and the motion CARRIED.

E. ADJOURNMENT

The meeting adjourned at 8:38 am.

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

Board Chair

Date

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

Prepared by

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

Pilar Torres-Barrera, External Vice-President—Chemeketa Community College
Classified Employees Association

Aaron King, President—Chemeketa Community College Classified Employees Association

PRESIDENT'S MESSAGE

A workgroup has been meeting to redesign the College's Classification and Compensation. Part of this work will be reviewing each position description and aligning them into a SOC (Standard Occupational Classification) Code. To assist in this process, Classified employees are encouraged to review their position descriptions and make sure they are up to date with duties and responsibilities you perform.

The CCA is excited about this project and looks forward to the opportunity to reimagine the work Classified employees perform.

WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS

On June 23, 2023, Abigail Anaya was hired for the position of Department Technician I in the Academic Development and Corrections Education department. Welcome, Abigail!

On June 2, 2023, Hector Lopez-Delgado was promoted from Department Technician to the position of Student Services Specialist in the Academic Affairs department. Way to go, Hector!

On June 28, 2023, Steve Woodward, was promoted to the position of Public Safety Officer II in the Public Safety department. Job well done, Steve!

On June 28, 2023, Public Safety Officer (and former CCA board member) Tim Richardson was promoted to Interim Public Safety Supervisor in the Public Safety department. Congratulations, Tim!

2023 FALL KICKOFF

Prepared by

David Hallett, Interim Vice President—Academic and Student Affairs

On Tuesday, September 12, the college will have a partial closure day to dedicate time for Fall Kickoff activities for the 2023–2024 academic year. The college will open at 1 pm in order to allow more time to provide services to our students before fall term begins.

Kickoff is open to all staff and Board members are encouraged to attend. Kickoff will include the following activities:

- Morning gathering with refreshments and an opportunity to network
- Program that will include a State of the College address and student voices panel
- Wellness Fair
- Employee Appreciation Event
- Hosted lunch

Other employee in-service activities will be scheduled throughout the week.

**RESOLUTION NO. 23-24-01, PURSUIT, DEVELOPMENT,
AND OFFERING OF BACHELOR OF SCIENCE
IN NURSING AT CHEMEKETA COMMUNITY COLLEGE**

Prepared by

Jessica Howard, President/Chief Executive Officer

Chemeketa provides opportunities for students to explore, learn, and succeed through quality educational experiences and workforce training. Chemeketa's values of adaptability, belonging, community, opportunity, and quality are essential to the vision and mission of the college. To provide the best academic experiences and success for students, Chemeketa Community College would like to pursue, develop, and offer a Bachelor of Science in Nursing degree.

The College Board of Education will be asked to adopt Resolution No. 23-24-01, Pursuit, Development, and Offering of Bachelor of Science in Nursing Degree at Chemeketa Community College.

**RESOLUTION NO. 23-24-01, PURSUIT, DEVELOPMENT,
AND OFFERING OF BACHELOR OF SCIENCE IN NURSING
AT CHEMEKETA COMMUNITY COLLEGE**

WHEREAS, Chemeketa Community College provides opportunities for students to explore, learn, and succeed through quality educational experiences and workforce training; and

WHEREAS, a bachelor of science in nursing addresses affordability, increases access to educational opportunities, and meets workforce demands across the district; and

WHEREAS, a bachelor of science in nursing provides additional opportunities for employment for community college degree graduates;

THEREFORE, BE IT RESOLVED, that the Chemeketa Community College Board of Education does hereby approve the college's pursuit, development, and offering of Bachelor of Science in Nursing at Chemeketa Community College.

DATED this 19th day of July 2023

Neva Hutchinson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

PERSONNEL REPORT

Prepared by

Heather McDaniel, Interim Associate Vice President—Human Resources
Alice Sprague, Interim Vice President—Governance and Administration

NEW HIRES

Abigail Y. Anaya, Department Technician I—Academic Development and Corrections Education, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range B1, Step 1.

Victoria Diaz, Student Services Specialist—Yamhill Valley Campus, Regional Education and Academic Development, 100 percent, 12-month assignment, Range B3, Step 3.

Trever J. Elmer, Instructor-Fire Protection Technology—Emergency Services and Diesel Technology, Career and Technical Education and Public Safety Division, 100 percent, 12-month annualized assignment, Range F2, Step 6.

Delaney L. Hendrickson, Financial Services Specialist—Human Resources, Governance and Administration Division, 100 percent, 12-month assignment, Range B3, Step 5.

Denise E. Yancey, Limited Duration Department Specialist—Human Resources, Governance and Administration Division, 100 percent, 12-month assignment, Range B3, Step 3.

POSITION CHANGES

Blanca A. Aguirre, Associate Dean-Counseling & Career Services—Student Affairs Division, 100 percent, Range D2, Step 9, from Counselor—Counseling & Career Services, Student Affairs Division.

Angela S. Archer, Interim Associate Dean-Advising and First Year Programs, Student Affairs Division, 100 percent, Range D2, Step 5, from Coordinator-TRIO, SSS and DSSS—College Access Programs, Student Development and Learning Resources Division.

Julia R. Bynum-Lewis, Department Assistant—Library and Learning Resources, Student Affairs Division, Range A4, Step 5, from Limited Duration Department Assistant—Library and Learning Resources, Student Affairs Division.

Robert “Bob” T. Denherder, Interim Director-Public Safety—Public Safety, Career and Technical Education and Public Safety Division, 100 percent, Range D3, Step 4, from Public Safety Supervisor—Career and Technical Education and Public Safety.

Sofia C. Manzo, Department Technician I—Academic Development and Corrections Education, Regional Education and Academic Development Division, Range B1, Step 2, from Department Technician I-11 months—Academic Development and Corrections Education, Regional Education and Academic Development Division.

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Catherine “Cathy” L. Martell-Straight, Student Services Specialist—Academic Development and Workforce Partnerships, Regional Education and Academic Development, Range B3, Step 11, from Student Services Specialist—Advising and First Year Programs, Student Affairs Division.

Timothy “Tim” Richardson, Interim Public Safety Supervisor—Public Safety, Career and Technical Education and Public Safety Division, 100 percent, Range C3, Step 1, from Public Safety Officer II—Public Safety, Career and Technical Education and Public Safety Division.

Ian Snyder, Administrative Coordinator—Human Resources and College Support Services, Governance and Administration and College Support Services Division, Range C1, Step 5, from Department Technician II—College Support Services Division.

Pilar T. Torres-Barrera, Student Services Specialist—High School Equivalency Program, Regional Education and Academic Development Division, Range B3, Step 7, from Student Services Specialist-11 months—High School Equivalency Program, Regional Education and Academic Development Division.

Anthony J. Wagner, Student Services Coordinately/Analyst II—Student Accessibility and Testing Services, Student Affairs Division, Range C2, Step 8, from Student Services Specialist—Student Accessibility and Testing Services, Student Affairs Division.

Gary A. West, Director-Strategic Initiatives, Systems, and Planning—Student Affairs Division, 100 percent, Range D1, Step 6, from Manager-Lean & Strategic Development, Student Affairs Division.

Steve Woodward, Limited Duration Public Safety Officer II—Public Safety, Career and Technical Education and Public Safety Division, Range B3, Step 5, from Public Safety Officer I—Public Safety, Career and Technical Education and Public Safety Division.

Douglas “Doug” E. Yancey, Executive Director-Chemeketa Cooperative Regional Library Service—Student Affairs Division, Range D2, Step 4, from Interim Director-Chemeketa Cooperative Regional Library Service—Student Affairs Division.

RETIREMENTS

Debra A. Pillette-Stephens, Instructor-Criminal Justice—Emergency Services and Diesel Technology, Career and Technical Education and Public Safety Division, effective August 31, 2023.

Jennifer J. Sadouk, Instructor-Reading and Study Skills—Academic Development and Corrections Education, Regional Education and Academic Development Division, effective June 30, 2023.

SEPARATIONS

Victoria Bartunek, Student Services Specialist—Job Corps Scholars, Student Affairs Division, effective June 30, 2023.

BUDGET STATUS REPORT

Prepared by

Rich Kline, Director—Business Services
Brian Knowles, Director—Budget and Finance
Aaron Hunter, Vice President/Chief Financial Officer

Closing of year-end financial reports and preparation for the audit are now in progress. The General Fund Revenue and Expense statement In-Progress for the period ending June 30, 2023, will be included in the September board report.

Final year-end financial reports will be available at the completion of the 2022–2023 audit. College auditors will be presenting the audit report at the December board meeting.

The Status of Investments for the period ending June 30, 2023, is included.

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Status of Investments
June 30, 2023

Oregon State Treasurer Investments	Statement Date	Maturity Date	Account Balance	Rate as of 6/30/2023
	6/30/2023	On demand	\$ 12,604,540.33	4.050%
	6/30/2023	On demand	\$ 9,136,313.77	4.050%
			\$ 21,740,854.10	
Total Oregon State Treasurer Investments				
Other Investments	Investment Date	Maturity Date	Amount Invested	Yield
	11/3/2021	7/19/2023	\$ 4,247,604.44	0.458%
	9/23/2022	8/31/2023	\$ 2,444,284.05	3.917%
	3/31/2023	8/31/2023	\$ 1,973,940.00	4.563%
Gov't Agency - Fannie Mae	10/24/2022	9/12/2023	\$ 1,978,008.06	4.562%
Treasury Note - United States Treasury	9/23/2022	9/30/2023	\$ 2,453,180.05	3.936%
Treasury Note - United States Treasury	4/20/2023	10/19/2023	\$ 1,952,882.22	4.852%
Gov't Agency - Federal Home Loan Mtg. Corp.	11/30/2022	10/25/2023	\$ 1,915,373.89	4.849%
Treasury Note - United States Treasury	12/1/2022	11/30/2023	\$ 1,922,440.00	4.521%
Treasury Note - United States Treasury	12/1/2023	12/31/2023	\$ 1,921,140.00	4.526%
Gov't Agency - Federal Home Loan Bank	2/1/2023	1/26/2024	\$ 1,998,840.00	4.810%
Treasury Note - United States Treasury	2/1/2023	1/31/2024	\$ 2,447,280.39	4.442%
Treasury Note - United States Treasury	12/1/2022	1/31/2024	\$ 1,918,240.00	4.513%
Gov't Agency - Federal Home Loan Bank	2/28/2023	2/21/2024	\$ 1,998,384.44	5.187%
Treasury Note - United States Treasury	2/28/2023	2/22/2024	\$ 1,910,289.89	4.734%
Treasury Note - United States Treasury	12/6/2022	2/29/2024	\$ 1,925,380.00	4.649%
Treasury Note - United States Treasury	12/6/2022	3/31/2024	\$ 1,937,060.00	4.615%
Gov't Agency - Federal Home Loan Bank	12/15/2022	4/15/2024	\$ 2,007,800.00	4.450%
Treasury Note - United States Treasury	12/14/2022	5/31/2024	\$ 1,949,380.00	4.305%
Corporate Note - Bank of Montreal	11/8/2022	6/28/2024	\$ 2,873,160.00	5.223%
Treasury Note - United States Treasury	1/6/2023	7/31/2024	\$ 2,439,950.00	4.604%
Corporate Note - JPMorgan Chase	10/20/2022	1/23/2025	\$ 1,919,760.00	5.033%
Total Other Investments			\$ 46,134,377.43	4.227% weighted average yield

13 week Treasuries 5.17% as of 6/30/2023

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

PURCHASING REPORT

Prepared by

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

BUILDING 14 SEISMIC REHABILITATION ARCHITECTURAL SERVICES

A Request for Proposal (RFP) for the Building 14 Seismic Rehabilitation Architectural Services will be advertised on the college's Procurement Services Website, the OregonBuys Website, the Bid Locker Website, and in the Daily Journal of Commerce in July 2023. A recommendation for contract award will be submitted to the College Board of Education at its September 2023 meeting.

The college has received a \$1,407,180 grant from the Oregon Infrastructure Finance Authority of the Oregon Business Development Department to fund the seismic retrofit project. The intent of this solicitation is to secure an architectural firm to provide the design and engineering services required to address the structural and nonstructural deficiencies and the gravity load resisting system issues identified in the comprehensive Seismic Evaluation Report prepared by ZCS Engineering & Architecture in February of 2022.

Construction is tentatively scheduled to begin in June 2024 with final completion date of February 28, 2025.

CAPITAL PROJECTS REPORT

Prepared by

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

CURRENT AND COMPLETED CAPITAL PROJECTS

- **Asphalt Improvements**
Sections of roadway on Fire Protection Way, South Campus Loop, Winema Place, and Yamhill Valley Campus were replaced during the month of June. These projects are complete and will extend the life by 40 years in most areas and 20 years in others.
- **Building 34**
The deconstruction of this building is on hold while the contractor completes work on the Building 2 HVAC project. The facilities team is collaborating closely with the contractor to manage any noise and odor-related disturbances to neighboring structures. All reusable materials have been retrieved prior to the demolition commencement.

HEATING, VENTILATION AND AIR CONDITIONING (HVAC) UPGRADES (CRSSA FUNDS)

- **Salem Campus Building 1**
All equipment has been placed on the building and the project is substantially complete. Service contractors are working on final connections and commissioning of the control systems. Cooling in this building will be fully operational in the next couple of weeks.
- **Salem Campus Building 2**
All equipment has been placed on the building and the project is substantially complete. Service contractors are working on final connections and commissioning of the control systems. Cooling in this building will be fully operational in the next couple of weeks.

See Appendix–2; Campus Map pages 58–59.

**INSTITUTIONAL ADVANCEMENT FOUNDATION QUARTERLY REPORT
APRIL 1, 2023–JUNE 30, 2023**

Prepared by

Jamie Wenigmann, Director of Development—Foundation
Marie Hulett, Executive Director—Institutional Advancement
Aaron Hunter, Vice President/Chief Financial Officer

NEW SCHOLARSHIP FUND ESTABLISHED

There has been one new scholarship established this quarter.

Pay it Forward Scholarship Fund: This fund is established by a gift of \$10,000 from an anonymous McMinnville resident, who has expressed a great interest in helping students at Chemeketa succeed. This scholarship is meant to pay full tuition and fees when applicable. In order to better serve some of Chemeketa's most vulnerable students, this scholarship will give preference to students meeting the following criteria in no particular order: first generation students, students that have at least one dependent child requiring childcare, and those who demonstrate through personal experiences and/or public commitment, a dedication to the interests of the BIPOC, LGBTQ+, and/or Latinx communities.

NEW FOUNDATION BOARD MEMBER

In a unanimous vote via email, Ana Karaman has been elected to join the Foundation Board of Directors effective immediately through December 31, 2025. Ana currently serves as Vice President for Finance and Administration at Western Oregon University and teaches in their Master of Organizational Leadership Program. She is enthusiastic to serve on our board as someone who has benefited from services and workforce training she received at a community college when she immigrated to the U.S. in 1995.

2022 ANNUAL REPORT COMPLETED

The Foundation office has completed the 2022 Annual Report, which provides highlights of the past year and includes stories illustrating how donors have made life-changing gifts in support of students. Copies of our annual report are being mailed to roughly 360 donors, and [the report will be available online](#). Terri Jacobson provided the photos, Jamie and Shawn Keebler gathered the content, and Noah Barrera produced the final report.

STARS RECEPTION HELD MAY 12

The 2023 STARS Reception took place on May 12, 2023, at the Salem Convention Center. More than 160 donors, community supporters, and scholarship recipients were in attendance. A big thank you to everyone who made this event a success. Foundation Board President Brenna Baucum was the emcee for the event and did an excellent job; several board members

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volunteered to assist with greeting guests and handing out name tags; Marie and the college studio team recorded the event and ran the sound system; Jamie and Shawn updated event website content, secured sponsors, secured student speakers, managed responses, and seating; and Noah Barrera updated the event website with sponsor information. The event was a success. The Foundation looks forward to hosting the 2024 reception at the Salem Convention Center as well. In total, the event raised \$12,500 in support of student scholarships.

Gold Sponsors-

Cascade Steel Rolling Mills, Oregon State Credit Union, Willamette Valley Medical Center

Silver Sponsors-

First Interstate Bank, MegaFoods, Rich Duncan Construction

Bronze Sponsor-

AC + Co Architecture

QUARTERLY DONATION REPORT

The total amount of cash contributions for April 1, 2023–June 30, 2023 is \$244,245.65; the total valuation of in-kind contributions during April 1, 2023–June 30, 2023 is \$38,428.37.

GRANT ACTIVITIES APRIL 2023–JUNE 2023

Prepared by

Gaelen McAllister, Director—Institutional Grant Development
Alice Sprague, Interim Vice President—Governance and Administration

GRANT APPLICATIONS SUBMITTED

Grantor	Department	Descriptions	Amount
U.S. Bureau of Justice Assistance-Office of Justice Programs Second Chance Act	Regional Education and Academic Development (READ)-Prison Education	Funds prison education and reentry support. Collaboration with PCC and PSU to pilot best practices in Second Chance Pell adoption statewide. Holly Nelson. Submitted April 28.	\$899,952
National Security Agency-Gen Cyber	CTE-Computer Information Services, Cybersecurity	Funds two years of summer camps for youths with a cybersecurity focus. This will increase opportunities for youths for low resourced high schools to learn about careers in Cybersecurity and the education paths available. Mandy Reininger and Don Kraus. Submitted April 2.	\$66,927
National Endowment for the Humanities-Faculty Award	General Education and Transfer Studies (GETS)	Proposal would fund research and writing of an article for national publication entitled “No Depression and The Branding of Alternative Country, 1995–2001.” Daniel Couch. April 12.	\$60,000
Lowes Foundation-Gable Grant	Career and Technical Education-Electronics	Startup funding for an appliance repair program to provide technical training for new generation of computer-controlled home appliances. Chuck Sekafetz.	\$280,214
Mexican Consulate-IME Becas	GETS-Education	Funds scholarships for students of Mexican heritage pursuing the State Seal of Biliteracy and degrees in Education. Cecelia Monto. Submitted April 24.	\$5,500
Health Resource and Service Administration- Nurse Education, Practice, Quality and Retention	CTE-Nursing	Proposal seeks to support the development of a new LPN to RN pathway for working adults with an LPN certification to return to school to obtain an RN degree. Funds for faculty, development, and student scholarships. Sandi Kellogg. April 27.	\$2,365,113
Oregon Youth Development Division-Future Ready	READ-High School Partnerships	Future Ready project to serve disengaged youth with employability skill training, career pathway exploration, and internships to increase connections with well-paying jobs. Sara Hastings. Submitted May 1.	\$250,000

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Oregon Department of Education-Educator Advancement Council Grow Your Own	GETS-Education	Designed to increase the diversity of the teacher workforce, this grant would fund recruitment and support of teachers through multiple pathways, including adults working as teaching assistants, dual enrollment students, and general education students considering education careers. Cecelia Monto. Submitted May 5.	\$699,574
The House of Welcome Cultural Arts Center-Supporting Indigenous Arts Mastery	GETS-Art	Second year of partnership with artists who are members of the Confederated Tribes of the Grand Ronde to bring Native American artists into visual arts courses to co-teach with Chemeketa faculty. This enhances students understanding of the art of our communities and a chance to learn about the history and culture behind the work. Laura Mack. Submitted May 3.	\$29,999
Oregon Department of Education LGBTQSIA+	President's Office-Office of Diversity Equity and Inclusion	Continuation of project to support bridging of LGBTQSIA+ students into Chemeketa and enhancing the college's inclusive student support practices to ensure student success. Vivi Caleffi Prichard. Submitted June 1.	\$199,919
U.S. Department of Education-Developing Hispanic Serving Institutions-Title V	Student Affairs-Student Development and Learning Resources	Creates college wide Student Success model with coordinated and easily accessible academic and wrap around supports to increase student retention and degree completion. Manuel Guerra Perez. Submitted June 13.	\$2,954,735
WES Global Talent Bridge Skilled Immigrant Integration Program Demonstration Opportunity	READ-Academic Development	This project addresses the challenge of refugee and immigrant adults who have teacher certification in their home country but are not certified to teach in Oregon. At the same time, Districts are struggling to diversify their teacher workforce. Provides training and language support to become certified. Genevieve Halkett. Submitted June 15.	\$100,000
U.S. Department of Education Rural Postsecondary and Economic Development	READ-High School Partnerships	Proposal to increase rural high school dual enrollment uptake by increasing outreach, developing CTE pathways and broadening faculty professional development. Sara Hastings. Submitted June 20.	\$2,222,424
Oregon Higher Education Coordinating Commission-Future Ready 2 Innovation in Workforce Programs	READ	Partnership with 13 community-based organizations to inclusively recruit and support members of historically excluded populations into career pathway programs that lead to well-paying jobs. Includes cultural competency training for staff, funding to CBOs for their expertise in	\$2,790,578

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outreach and support, and scholarships for students. Holly Nelson. Submitted June 23.

Oregon Health Authority- Healthy Oregon Workforce Training Opportunity Grant	CTE-Nursing, Behavioral Health	Funds the development and initial years of LPN-RN, Medical Interpreter, and Community Health Worker programs. These are all targeted on moving members of marginalized populations into employment in critical healthcare jobs where caregiver diversity is proven to enhance health outcomes for patients. Sandi Kellogg, Shaunah Steele. Submitted June 30.	\$890,587
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Total Grant Applications

13,815,522

GRANTS PENDING NOTIFICATION—Grants submitted prior to the current quarter

Grantor	Department	Description	Amount
Upward Bound, Math, and Science	SDLR-CAPS-Upward Bound	Project would place staff focused on building college going and degree completion at McKay and Woodburn high schools for students interested in STEM careers. Lino Solomon. June 6.	\$1,437,537
Congressionally Directed Spending	Career and Technical Education (CTE)-SDLR	Submitted two requests to Senators Merkley and Wyden. One would provide equipment to create virtual simulations of situations for EMT and Cyber Security students (\$436,830). The second would create a Student Basic Needs Center on campus to combine all student wraparound supports (food pantry, clothes, childcare, transportation, etc.) in one area (\$949,899) Chris Arbuckle, Robin Taylor, Manuel Guerra. Submitted March 3.	\$1,386,729

GRANTS DECLINED—April to June 2023

Grantor	Department	Description	Amount
National Science Foundation-HSI	General Education and Transfer Studies (GETS) STEM	Follow up to a successful pilot project, will combine a STEM-focused faculty community of practice with student support intervention strategies to improve underrepresented students STEM enrollment, persistence, and degree attainment. Shannon Olthus-Gault, Keith Schloeman. Submitted February 8.	\$499,351
Oregon Community Foundation-Creative Heights	GETS-Visual Communications	Funds a feature-length collaborative documentary and interactive exhibition, The Gift: Unboxing Autism, focusing on perspectives of those on the “mild” end of	\$25,000

the autistic spectrum, their varied struggles/challenges, gifts, and the arduous process of even obtaining an official diagnosis. Bret Malley. Submitted February 15.

Culturally Specific Afterschool/ Summer Learning	Regional Education and Academic Development (READ)	Collaboration with community-based organizations, You Lead, Unidos, Juntos, Kroc, and Interface, to create summer career camps to increase career explorations from populations historically excluded from well-paying CTE careers. Holly Nelson. Submitted March 9.	\$935,247
Lowes Foundation-Gable Grant	Career and Technical Education-Electronics	Startup funding for appliance repair program to provide technical training for new generation of computer-controlled home appliances. Chuck Sekafetz.	\$280,214

GRANTS AWARDED—April to June 2023

Grantor	Department	Description	Amount
State of Oregon Seismic Rehabilitation Grant Program	Facilities	Seismic evaluation and upgrades for Building 14 on the Salem campus. Rory Alvarez. Submitted December 16, 2022.	\$1,407,180
Oregon Department of Energy-Community Renewable Energy Projects	Facilities	Two planning projects to add solar storage capacity for the well at Brooks Center and the Ag Hub's refrigerator system. Isaac Talley. Submitted February 15.	\$200,000
Oregon Bureau of Labor and Industry Future Ready	CTE-Apprenticeship	Funds Pre-Apprenticeship cohorts with student recruitment in collaboration with community partners to increase access to construction trades for historically excluded populations. Megan Cogswell. Submitted March 9.	\$297,005
Oregon Higher Education Coordinating Committee (HECC)	SDLR, READ, GETS	Provides support for first generation student success by supporting summer bridging (ISTART), math and writing corequisite classes, embedded tutoring and developmental education to college level transitions. Liliana Landa-Villalba, Chris Kato, Keith Schoeman, Keith Russell. Submitted March 31.	\$468,000
HECC Office of Workforce Investments	CTE-Computer Information Systems, CTE-Apprenticeship	Funds the planning and creation of a Cyber Security Apprenticeship pathway in collaboration with private, state and nonprofit employers. Robin Taylor, Megan Cogswell. Submitted March 31.	\$399,394

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Mexican Consulate- IME Becas	General Education and Transfer Studies- Education	Funds scholarships for students of Mexican heritage pursuing the State Seal of Biliteracy and degrees in Education. Cecelia Monto. Submitted April 24.	\$5,500
The House of Welcome Cultural Arts Center- Supporting Indigenous Arts Mastery	GETS-Art	Second year of partnership with members of the Confederate Tribes of the Grand Ronde to bring Native American artists into visual arts courses to co-teach with Chemeketa faculty. Laura Mack. Submitted May 31.	\$29,999
National Security Agency-Gen Cyber	CTE-Computer Information Services, Cybersecurity	Funds two years of summer camps for youths with a cybersecurity focus. This will increase opportunities for youths for low resourced high schools to learn about careers in Cybersecurity and the education paths available. Mandy Reininger and Don Kraus. Submitted April 2	\$66,927
Oregon Department of Education LGBTQSIA+	President's Office-Office of Diversity, Equity and Inclusion	Continuation of project to support bridging of LGBTQSIA+ students into Chemeketa and enhancing the college's inclusive student support practices to ensure student success. Vivi Caleffi Prichard. Submitted June 1.	\$199,919
<u>Total Grant Funding Awarded</u>			<u>\$3,073,924</u>

SPRING TERM 2023 ENROLLMENT REPORT

Prepared by

Beth Holscher, Institutional Research Analyst
Colton Christian, Director—Institutional Research and Reporting
Jessica Howard, President/Chief Executive Officer

Items included in this report:

- Spring Term 2023 Student, FTE, and Enrollment Profile
- Spring to Spring Comparison
- Year to Date FTE and Headcount

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July 19, 2023

Chemeketa Community College Spring 2023 Student, FTE and Enrollment Profile

Spring 2023 STUDENTS (unduplicated headcount)

Total Students
10,299

Full-Time	Part-Time	Non-Credit
2,957	5,222	2,120
28.7%	50.7%	20.6%

FTE

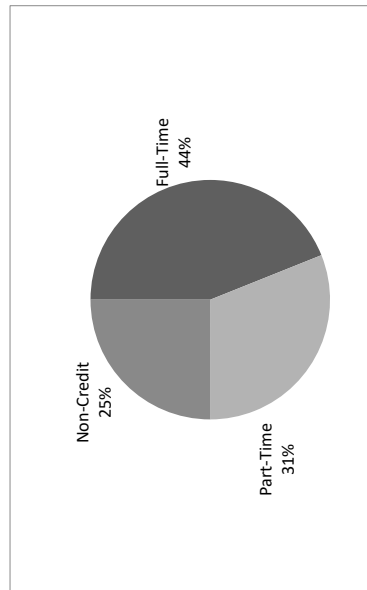
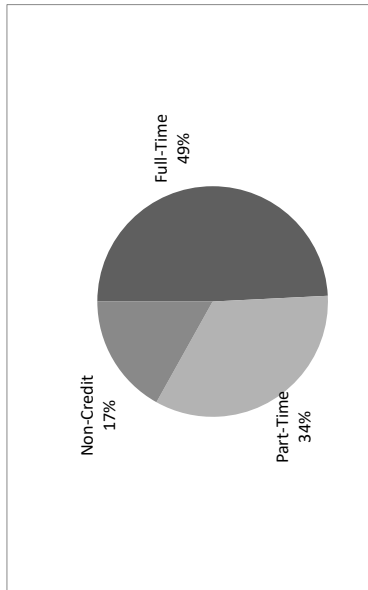
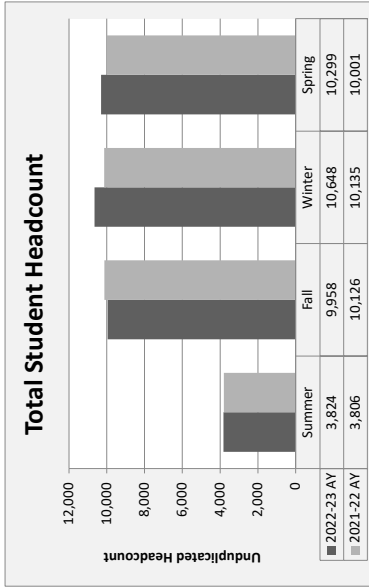
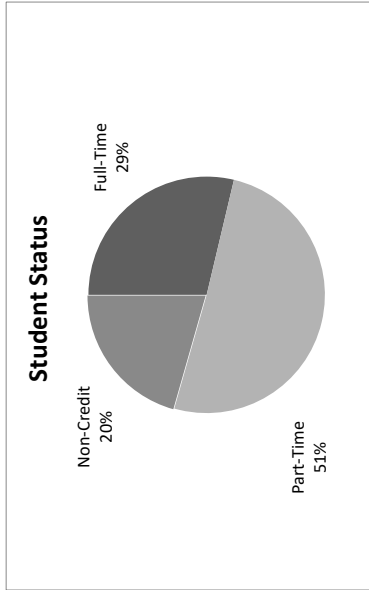
Total FTE
2,120

Full-Time	Part-Time	Non-Credit
1,044	719	358
49.2%	33.9%	16.9%

ENROLLMENTS (duplicated headcount)

Total Enrollments
29,816

Full-Time	Part-Time	Non-Credit
13,100	9,258	7,458
43.9%	31.1%	25.0%



Chemeketa Community College
Spring 2023
Student, FTE and Enrollment Profile

Spring-to-Spring Comparison				
Spring Term FTE and Headcount	Spring 2022	Spring 2023	% Change	
Reimbursable FTE	1,952	2,040	4.5%	
Non-Reimbursable FTE	37	81	117.6%	
Total FTE	1,990	2,120	6.6%	
Unduplicated Headcount	10,001	10,299	3.0%	

Spring Reimbursable FTE



Spring Unduplicated Headcount



Rate of Change from Spring to Spring

	2019 to 2020	2020 to 2021	2021 to 2022	2022 to 2023
Change in Reimbursable FTE	↓ -22.0%	↑ -1.9%	↓ -4.4%	↑ 4.5%
Change in Unduplicated HC	↓ -25.1%	↑ -0.8%	↑ -0.9%	↑ 3.0%

* A horizontal arrow indicates that change was essentially flat (within three percent).

Year-to-Date				
Year-to-Date FTE and Headcount	2021-22	2022-23	% Change	
YTD Reimbursable FTE	6,662	6,952	4.4%	
YTD Non-Reimbursable FTE	206	201	-2.3%	
YTD Total FTE	6,867	7,153	4.2%	
YTD Unduplicated Headcount	17,737	17,919	1.0%	

YTD Reimbursable FTE



YTD Unduplicated Headcount



Rate of Change YTD to YTD

	2018-19 to 2019-20	2019-20 to 2020-21	2020-21 to 2021-22	2021-22 to 2022-23
Change in YTD Reimbursable FTE	↓ -11.4%	↓ -13.5%	↓ -7.1%	↑ 4.4%
Change in YTD Unduplicated HC	↓ -10.0%	↓ -21.0%	↑ 0.6%	↑ 1.0%

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.

Chemeketa Community College received “Best of the Willamette Valley”, Gold Award (top award) in higher education at a ceremony on June 22. TAYLOR CANTONWINE, MARIE HULETT, and ESTHELA ZENDEJAS, accepted the award on behalf of the college. Winners are nominated and selected through a community-wide voting process.

Due to the hard work of AMANDA FALTYN in the Chemeketa Bookstore, WESLEY PARKER and JIM PORTER in Information Technology and RYAN WEST (in his financial aid role), the college is close to launching an automated process that allows students with financial aid to charge their textbook costs from the Chemeketa Bookstore to their student account. This replaces a fully paper-based process which will lead to greater efficiency and the opportunity to expand this service to more students.

Congratulations to two Chemeketa employees, LESLIE MAKSUN, Instructor, Mathematics, and JENNIFER SCHRAMM, Instructor, Life Science, who were selected to attend the Oregon Institute for Leadership Development (OILD). The institute was held at Silver Falls Conference Center, June 26–29 and is sponsored by the Oregon chapter of the American Association for Women in Community Colleges (AAWCC).

Commencement was celebratory and special for graduates, parents, friends, and the entire Chemeketa community. We thank the team of individuals who made the event a success: DAVID ABDERHALDEN, KAREN ALEXANDER, ANGELA ARCHER, KIM BAIN, AMANDA BECKNER, THOMAS BISHOP, FATIMA BURGER, DENNIS CREPEAUX, JORDAN DEROSIA, MIKE EVANS, GRECIA GARCIA-PEREZ, MANUEL GUERRA, TIFFANY KENNEL, SAM KIRBY, MICHELLE LIMAS, HEATHER MISENER, YESICA NAVARRO, AMANDA PATRICK, CINTIA RAMOS CARREON, MEAGAN USSELMAN, STACEY WELLS, FACILITIES STAFF, STUDENT LIFE STAFF, and THE CROWD!

Separate Action-1
July 19, 2023

**APPROVAL OF RESOLUTION NO. 23-24-01, PURSUIT, DEVELOPMENT, AND OFFERING
OF BACHELOR OF SCIENCE IN NURSING AT CHEMEKETA COMMUNITY COLLEGE
[23-24-100]**

Prepared by

Jessica Howard, President/Chief Executive Officer

Chemeketa provides opportunities for students to explore, learn, and succeed through quality educational experiences and workforce training. Chemeketa's values of adaptability, belonging, community, opportunity, and quality are essential to the vision and mission of the college. To provide the best academic experiences and success for students, Chemeketa Community College would like to pursue, develop, and offer a Bachelor of Science in Nursing degree.

It is recommended that the College Board of Education adopt Resolution No. 23-24-01, Pursuit, Development, and Offering of Bachelor of Science in Nursing Degree at Chemeketa Community College.

Separate Action-1
July 19, 2023

**APPROVAL OF RESOLUTION NO. 23-24-01, PURSUIT, DEVELOPMENT, AND OFFERING
OF BACHELOR OF SCIENCE IN NURSING AT CHEMEKETA COMMUNITY COLLEGE**

WHEREAS, Chemeketa Community College provides opportunities for students to explore, learn, and succeed through quality educational experiences and workforce training; and

WHEREAS, a bachelor of science in nursing addresses affordability, increases access to educational opportunities, and meets workforce demands across the district; and

WHEREAS, a bachelor of science in nursing provides additional opportunities for employment for community college degree graduates;

THEREFORE, BE IT RESOLVED, that the Chemeketa Community College Board of Education does hereby approve the college's pursuit, development, and offering of Bachelor of Science in Nursing at Chemeketa Community College.

DATED this 19th day of July 2023

Neva Hutchinson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

Separate Action-2
July 19, 2023

**APPROVAL OF RETIREMENT RESOLUTION
NO. 23-24-02, DEBRA A. PILLETTE-STEPHENS
AND NO. 23-24-03, JENNIFER J. SADOUK
[23-24-101]**

Prepared by

Alice Sprague, Interim Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached are the resolutions honoring Debra A. Pillette-Stephens who retires effective August 31, 2023 and Jennifer J. Sadouk who retired effective June 30, 2023.

It is recommended that the College Board of Education adopt Resolution No. 23-24-02, Debra A. Pillette-Stephens and No. 23-24-03, Jennifer J. Sadouk.

Separate Action-2
July 19, 2023

RETIREMENT RESOLUTION NO. 23-24-02
DEBRA A. PILLETTE-STEPHENS

WHEREAS, Debra A. Pillette-Stephens began her 30 year, 11-month association, as a salaried employee, with Chemeketa Community College in September, 1992; and

WHEREAS, Debra A. Pillette-Stephens gave dedicated service to Chemeketa Community College currently as Instructor-Criminal Justice, Emergency Services and Diesel Technology of Career and Technical Education and Public Safety; therefore,

BE IT RESOLVED, that upon her retirement date of August 31, 2023, the College Board of Education hereby honors and commends Debra A. Pillette-Stephens for her loyalty, dedication and personal commitment to Chemeketa Community College.

Neva Hutchinson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

RETIREMENT RESOLUTION NO. 23-24-03
JENNIFER J. SADOUK

WHEREAS, Jennifer J. Sadouk began her 12 year, 9-month association, as a salaried employee, with Chemeketa Community College in September, 2010; and

WHEREAS, Jennifer J. Sadouk gave dedicated service to Chemeketa Community College currently as Instructor-Reading and Study Skills, Academic Development and Corrections Education of Regional Education and Academic Development; therefore,

BE IT RESOLVED, that upon her retirement date of June 30, 2023, the College Board of Education hereby honors and commends Jennifer J. Sadouk for her loyalty, dedication and personal commitment to Chemeketa Community College.

Neva Hutchinson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

**APPROVAL OF SUSPENSION OF COMPUTER INFORMATION SYSTEMS CERTIFICATES
OF COMPLETION: SYSTEMS ADMINISTRATION AND NETWORK SECURITY, COMPUTER
PROGRAMMING, AND WEB DEVELOPER CERTIFICATES OF COMPLETION
[23-24-102]**

Prepared by

Don Kraus, Program Chair—Computer Information Systems
R. Taylor, Executive Director—CCBI, Business Programming, and Early Childhood Education
David Hallett, Interim Vice President—Academic Affairs and Student Affairs

The Computer Information Systems (CIS) program currently offers three certificates and two degree options. The three certificates, Systems Administration and Network Security Certificate of Completion, Computer Programming Certificate of Completion and Web Developer Certificate of Completion, are generally only awarded as part of completion of the Associate of Applied Science degrees.

The program, with input from the CIS Advisory Committee of industry partners, has determined there is a need for stackable, entry-level pathway certificates, as opposed to specialization certificates that are earned with the degree. Working with multiple other Oregon community colleges, the program is currently designing certificates with focus on introductory systems administration, certified secure computer-use, and computer programming.

Program faculty will work individually with currently enrolled students to facilitate certificate completion, either through curriculum substitutions, individual study, or offering limited sections with low enrollment.

It is recommended that the College Board of Education approve the suspensions of the Systems Administration and Network Security Certificate of Completion, Computer Programming Certificate of Completion and Web Developer Certificate of Completion.

Action-2
July 19, 2023

**APPROVAL OF SUSPENSION OF VIRTUAL OFFICE ASSISTANT
CERTIFICATE OF COMPLETION
[23-24-103]**

Prepared by

Barbara Johansen, Program Chair—Office Administration and Technology
R. Taylor, Executive Director—CCBI, Business Programming, and Early Childhood Education
David Hallett, Interim Vice President—Academic Affairs and Student Affairs

The Virtual Office Assistant Associate of Applied Science Degree was suspended May 2022. The Virtual Office Assistant Certificate is a "child" certificate of the "parent" Virtual Office Assistant Degree. Since "child" certificates cannot stand on their own, the certificate needs to be suspended as well.

The concepts and content that were originally unique to the Virtual Office Assistant degree and certificate are now taught in the Administrative Office Professional degree, Medical Administrative Assistant degree, and Accounting Administrative Assistant degree. There are currently no students enrolled in the certificate, so no teach out is necessary.

It is recommended that the College Board of Education approve the suspension of the Virtual Office Assistant Certificate of Completion.

**APPROVAL OF SUSPENSION OF CORRECTIONS ASSOCIATE OF
APPLIED SCIENCE DEGREE AND APPROVAL OF THE NEW CORRECTIONS
ASSOCIATE OF APPLIED SCIENCE DEGREE
[23-24-104]**

Prepared by

Megan Gonzalez, Program Chair—Criminal Justice
Jordan Bermingham, Dean—Emergency Services and Diesel Technology
Marshall Roache, Executive Dean—Career and Technical Education
David Hallett, Interim Vice President—Academic and Student Affairs

The Corrections program has been in existence since Fall 2012. The courses and sequencing were formulated based on the Law Enforcement model that has since been updated, accommodating new topic areas and the changing student needs. The college has been in consultation with the advisory board, and the following issues with the existing curriculum have been identified:

1. Program courses need to capture the in-class instruction and hands-on scenario training thus requiring a reorganization to a lecture/lab format and thus a credit increase.
2. Students need seven consecutive terms of instruction, to spread out credits and remain consistent in their instruction and training.
3. The three-credit program courses need to be reorganized into six-credit program courses and thus be renamed.

These changes eclipsed the 'change' threshold established by the Northwest Commission on Colleges and Universities (NWCCU). Therefore, the college is requesting the Corrections degree, in its current iteration, be suspended and a new Corrections degree be developed in order to implement the changes needed to better serve our students.

The following changes have been made to the proposed new Corrections degree:

- Adjust the former three-term, three-credit per program course to a three-term, six-credit per program course.
- Remove course offerings that have duplicate information incorporated in them to adjust for the credit increase of the program courses.

It is recommended that the College Board of Education approve the suspension of the current Corrections Associate of Applied Science degree and approve the new Corrections Associate of Applied Science degree.

**APPROVAL OF SUSPENSION OF CORRECTIONS ASSOCIATE OF APPLIED SCIENCE
DEGREE AND APPROVAL OF THE NEW CORRECTIONS
ASSOCIATE OF APPLIED SCIENCE DEGREE**

Course No.	Course Title	Credit Hours
	Term 1	
CJ 100	Survey of the Criminal Justice System	3
CJ 103	Program Application and Employment Standards	1
CJ 125	Public Safety Communications and Documentation	3
CJ 281	Corrections Officer Related Experience 1	6
	Total	13
	Term 2	
CJ 101	Criminology	3
CJ 104B	Criminal Justice Personal Defense, Intermediate	1
CJ 134	Search, Contraband, and Restraints	2
CJ 212	Police Report Writing	3
CJ 282	Corrections Officer Related Experience 2	6
	Total	15
	Term 3	
CJ 104A	Criminal Justice Personal Defense, Beginning	1
CJ 153	Ethical Dilemmas and Decision Making in Criminal Justice	3
CJ 283	Corrections Officer Related Experience 3	6
WR 121Z	Composition 1	4
	Total	14
	Term 4	
CJ 104C	Criminal Justice Personal Defense, Advances	1
CJ 203	Crisis Intervention	3
CJ 273	Drugs and Pacific Northwest Street Gangs	3
CJ xxx	Criminal Justice Elective	3
HPE 295 or PE 185xx	Health and Fitness for Life or Physical Education Elective	3
	Total	13
	Term 5	
CJ 130	Introduction to Corrections Process	3
CJ 146	Officer Survival Mindset	3
CJ xxx	Criminal Justice Elective	3
COMM 115 or higher	Intercultural Communication (or higher)	4
	Total	13

**APPROVAL OF SUSPENSION OF CORRECTIONS ASSOCIATE OF APPLIED SCIENCE
DEGREE AND APPROVAL OF THE NEW CORRECTIONS
ASSOCIATE OF APPLIED SCIENCE DEGREE**

	Term 6	
CJ 132	Introduction to Parole and Probation	3
CJ 255	Oral Boards and Multi-Assessment	2
CJ xxx	Criminal Justice Elective	3
MTH 060	Introductory Algebra	4
	Total	12
	Term 7	
BA 131 or CA 100 or CIS 101 or higher	Business Computing or beginning Computing or Computer Concepts (or higher)	3
CJ 232	Introduction to Corrections Casework	6
CJ xxx	Criminal Justice Elective	3
PSY 201 or higher	Introduction to Psychology: Mind and Body (or higher)	4
	Total	16
	Program Total	93

**APPROVAL OF SUSPENSION OF LAW ENFORCEMENT ASSOCIATE OF APPLIED
SCIENCE DEGREE AND APPROVAL OF NEW LAW ENFORCEMENT ASSOCIATE OF
APPLIED SCIENCE DEGREE
[23-24-105]**

Prepared by

Megan Gonzalez, Program Chair—Criminal Justice
Jordan Bermingham, Dean—Emergency Services and Diesel Technology
Marshall Roache, Executive Dean—Career and Technical Education
David Hallett, Interim Vice President—Academic and Student Affairs

The Law Enforcement program has been in existence since Fall 2011. The courses and sequencing were formulated based on a model that has since been updated, accommodating new topic areas and the changing student needs. The college has been in consultation with the advisory board, and the following issues with the existing curriculum have been identified:

1. Program courses need to capture the in-class instruction and hands-on scenario training thus requiring a reorganization to a lecture/lab format and thus a credit increase.
2. Students need seven consecutive terms of instruction, to spread out credits and remain consistent in their instruction and training.
3. The three-credit program courses need to be reorganized into six-credit program courses and thus be renamed.

These changes eclipsed the 'change' threshold established by the Northwest Commission on Colleges and Universities (NWCCU). Therefore, the college is requesting the Law Enforcement degree, in its current iteration, be suspended and a new Law Enforcement degree be developed in order to implement the changes needed to better serve our students.

The following changes have been made to the proposed new Law Enforcement degree:

- Adjust the former six-term, three-credit per program course to a seven-term, six-credit per program course.
- Remove course offerings that have duplicate information incorporated in them to adjust for the credit increase of the program courses.

It is recommended that the College Board of Education approve the suspension of the current Law Enforcement Associate of Applied Science degree and approve the new Law Enforcement Associate of Applied Science degree.

**APPROVAL OF SUSPENSION OF LAW ENFORCEMENT ASSOCIATE OF
APPLIED SCIENCE DEGREE AND APPROVAL OF NEW LAW ENFORCEMENT
ASSOCIATE OF APPLIED SCIENCE DEGREE**

Course No.	Course Title	Credit Hours
	Term 1	
CJ 100 or CJ 110	Survey of the Criminal Justice System or Introduction to Law Enforcement	3
CJ 103	Program Application and Employment Standards	1
CJ 125	Public Safety Communications and Documentation	3
CJ 261A	Law Enforcement Related Experience 1	6
PE 185ES	Emergency Services Tactical Athlete	1
	Total	14
	Term 2	
CJ 101	Criminology	3
CJ 104B	Criminal Justice Personal Defense, Intermediate	1
CJ 134	Search, Contraband, and Restraints	2
CJ 212	Police Report Writing	3
CJ 261B	Law Enforcement Related Experience 2	6
	Total	15
	Term 3	
CJ 104B	Criminal Justice Personal Defense, Beginning	1
CJ 153	Ethical Dilemmas and Decision Making in Criminal Justice	3
WR 121Z	Composition 1	4
CJ 261C	Law Enforcement Related Experience 3	6
	Total	14
	Summer-Term 4	
CJ 104C	Criminal Justice Personal Defense, Advances	1
CJ 203	Crisis Intervention	3
CJ 261D	Law Enforcement Related Experience 4	6
HPE 295	Health and Fitness for Life	3
	Total	13
	Term 5	
CJ 146	Officer Survival Mindset	3
CJ 261E	Law Enforcement Related Experience 5	6
COMM 115 or higher	Intercultural Communication (or higher)	4
	Total	13

**APPROVAL OF SUSPENSION OF LAW ENFORCEMENT ASSOCIATE OF
APPLIED SCIENCE DEGREE AND APPROVAL OF NEW LAW ENFORCEMENT
ASSOCIATE OF APPLIED SCIENCE DEGREE**

	Term 6	
CJ 255	Oral Boards and Multi-Assessment	2
CJ 261F	Law Enforcement Related Experience 6	6
MTH 060	Introductory Algebra	4
	Total	12
	Term 7	
BA 131 or CA 100 or CIS 101 or higher	Business Computing or beginning Computing or Computer Concepts (or higher)	3
CJ 261G	Law Enforcement Related Experience 7	6
PSY 201 or higher	Introduction to Psychology: Mind and Body (or higher)	4
	Total	13
	Program Total	94

**APPROVAL OF HUMAN SERVICES PROGRAM AND DEGREE CHANGES
[23-24-106]**

Prepared by

Yolanda Martinez, Program Chair—Human Services Program
Shaunah Steele, Director—Behavioral Health and Health Promotion
Marshall Roache, Executive Dean—Career and Technical Education
David Hallett, Interim Vice President—Academic and Student Affairs

The Human Services department is proposing three main program changes:

1. Change program name from Human Services to Behavioral Health
2. Change prefixes for all courses from Human Services (HS) to Behavioral Health (BH)
3. Collapse all three Associate of Applied Science degrees (Addiction Studies, Social Services, and Direct Support Professional) into one degree: Behavioral Health Associate of Applied Science degree

The proposed changes reflect the evolving health care perspectives and industry language. The redesign of the program creates flexibility, provides opportunity, and removes barriers for students.

Renaming the program “Behavioral Health” expands scholarship opportunities for students. Collapsing degrees into one allows course work to be the same across the program, providing students the option during their third term to focus on a specific area, as determined by their choice of practicum (see the term by term included in this report). These program changes also allow our students to qualify for the Qualified Mental Health Associate (QMHA) credential, which was recently adopted by the Mental Health Addiction Counselor Board (MHACBO).

As trained professionals, many of the students will move to supervisory and managerial positions that will impact behavioral health policy. These policy changes will allow our students to create cultures of community, belonging, and opportunity, which are Chemeketa values. The Behavioral Health Program fits within Chemeketa’s vision as it focuses on a person-centered, strength-based approach for the individual students as parallel learning for students serving the community through their education. On a community level, the program places students with agencies that create positive change in different settings, services, and populations around the state.

In a larger context, this revised program fills employment gaps on state and national levels by training professionals for several underfilled positions in behavioral health. As there is both a national and a local push to target behavioral health, the program is well aligned in theory and practice with current legislation and perspectives surrounding the aforementioned issues.

The current Human Services degrees will continue in existing format until program changes have been approved by the state. Once the updated degrees are in place, a request to suspend current degrees will be presented to the Board.

It is recommended that the College Board of Education approve the previously stated changes.

APPROVAL OF HUMAN SERVICES PROGRAM AND DEGREE CHANGES

Course No.	Course Title	Credit Hours
	Term 1	
BH 150	Personal Effectiveness	3
BH 152	Stress Management	1
BH 158	Trauma Informed Management Care	3
CA 100 or	Beginning Computing or	3
CIS 101	Computing Concepts	
WR 121Z	Composition I	4
	Total	14
	Term 2	
BH 101	Addiction Pharmacology and Physiology	4
BH 111	Infectious Disease Risk Assessment and Reduction	1
BH 170	Introduction to Practicum	3
MTH 060	Introductory Algebra	4
PSY 201	Instruction to Psychology: Mind and Body	4
	Total	16
	Term 3	
BH 140	Addressing Client Violence	1
BH 203	Ethics for Behavioral Health	3
BH 214	Advanced Interviewing and Counseling Skills	3
BH 219	Client Records and Documentation Standards	1
BH 225	Therapeutic Recreation	3
PSY 239	Abnormal Psychology	4
	Total	15
	Term 4	
BH 284–288A, or BH 284–288D, or BH 284–288M	Practicum: Addiction Studies, or Practicum: Direct Support Professional, or Practicum: Mental Health Services	4–8
BH xxxx	Behavioral Health Elective	1–5
	Total	4–13

APPROVAL OF HUMAN SERVICES PROGRAM AND DEGREE CHANGES

	Term 5	
BH 216	Assessment and Treatment Planning	3
BH 218A	Group Processes A	1
BH 256	Counseling Theories	3
BH 266	Case Management and Coordination	2
BH 284–288A, or BH 284–288D, or BH 284–288M	Practicum: Addiction Studies, or Practicum: Direct Support Professional, or Practicum: Mental Health Services	4–8
BH xxxx	Behavioral Health Elective	1–5
	Total	13–20
	Term 6	
BH 201	Addiction: The Family System	3
BH 217	Group Counseling Skills	4
BH218B	Group Processes B	1
BH 250	Leadership in Behavioral Health	4
BH 284–288A, or BH 284–288D, or BH 284–288M	Practicum: Addiction Studies, or Practicum: Direct Support Professional, or Practicum: Mental Health Services	4–8
BH xxxx	Behavioral Health Elective	1–5
	Total	16–25
	Term 7	
BH 209	Co-occurring Disorders	3
BH 213	Diversity, Equity and Inclusion	3
BH 218C	Group Processes C	1
BH 284–288A, or BH 284–288D, or BH 284–288M	Practicum: Addiction Studies, or Practicum: Direct Support Professional, or Practicum: Mental Health Services	4–8
BH xxxx	Behavioral Health Elective	1–5
	Total	12–20
	Program Total	103

**APPROVAL OF MEDICAL ASSISTING ASSOCIATE OF APPLIED SCIENCE DEGREE
[23-24-107]**

Prepared by

Melissa VanDyke, Program Chair—Medical Assisting
Paul Davis, Dean—Yamhill Valley Career and Technical Education and Wine Studies
Holly Nelson, Executive Dean—Regional Education and Academic Development
David Hallett, Interim Vice President—Academic and Student Affairs

The Medical Assisting program has been in existence since 2011 and has since graduated 500 students with the Medical Assisting Certificate of Completion. Adding an Associate of Applied Science (AAS) degree in Medical Assisting, provides Chemeketa students with a more comprehensive and in-depth education, enabling them to gain a deeper understanding of the medical field and enhance their employability prospects. Adding an AAS degree also allows previous Chemeketa graduates and future students to build upon the knowledge and skills gained through the Medical Assisting Certificate of Completion, which is fully encompassed within the AAS degree. The Medical Assisting program can accept up to 60 students per year.

Additionally, by offering an associate of applied science program, the program is responding to the growing demand for skilled medical assistants in the community, equipping graduates with the necessary skills and knowledge to succeed in this vital and rewarding profession. By introducing an additional pathway, individuals holding this associate degree can effortlessly bridge the gap and pursue Chemeketa's Bachelor of Applied Science (BAS) in Leadership and Management, thereby expanding their educational and career prospects. This change reflects Chemeketa's commitment to meeting the evolving needs of students and the community, and providing high-quality education and workforce training that positively impacts the lives and well-being of individuals and families.

The new degree is approved by both the Medical Assisting Advisory Committee and the Chemeketa Curriculum Committee. The advisory board is made up of clinical managers from all three counties in Chemeketa's service district.

It is recommended that the College Board of Education approve the Medical Assisting Associate of Applied Science degree.

APPROVAL OF MEDICAL ASSISTING ASSOCIATE OF APPLIED SCIENCE DEGREE

Course No.	Course Title	Credit Hours
	Term 1	
HM 120	Medical Terminology 1	3
MTH 060	Introductory Algebra	4
PSY 104	Workplace Psychology	4
WR 090 or higher	Fundamentals of Writing or higher	4
	Total	15
	Term 2	
MED 124	Medical Assisting, Basic Procedures	4
MED 125	Medical Assisting, Advanced Procedures	5
MED 130	Medical Assisting Practicum	5
	Total	14
	Term 3	
MED 131	Medical Assisting Seminar	1
MED 132	Medical Assisting Clinical Practice	11
BA 131 or CA 100 or CIS 101	Business Computing, or Beginning Computing, or Computing Concepts	3–4
	Total	15–16
	Term 4	
BA 204	Diversity in the Workplace	3
HM 113 or HM 115	Healthcare Financing ICD-10-CM Coding/Diagnosis	6
HM 121	Medical Terminology 2	4
WR 115, or higher	Introduction to Composition or higher	4
	Total	17
	Term 5	
COMM 218Z, or COMM 219	Interpersonal Communication, or Team Communication and Leadership	4
HM 117 or HM 170	CPT and HCPCS Coding or Healthcare Revenue Cycle 1	6
PHL 205	Biomedical Ethics	4
	Total	14

APPROVAL OF MEDICAL ASSISTING ASSOCIATE OF APPLIED SCIENCE DEGREE

	Term 6	
COMM 260 or BA 285	Conflict and Communication or Organizational Behavior	4
HM 123	Essentials of Pathophysiology	3
HM 160 or HM 170	ICD-10-PCS Procedures or Healthcare Revenue Cycle 1	6
NFM 225	Nutrition	4
	Total	17
	Program Total	92-93

ACCEPTANCE OF PROGRAM DONATIONS
APRIL 1, 2023–JUNE 30, 2023
[23-24-108]

Prepared by

Shawn Keebler, Development Associate—Chemeketa Foundation
Jamie Wenigmann, Director of Development—Chemeketa Foundation
Marie Hulett, Executive Director—Institutional Advancement
Aaron Hunter, Vice President/Chief Financial Officer

These items were donated to Chemeketa Community College from April 1, 2023, through June 30, 2023. It is recommended that the College Board of Education accept these donations.

Item: 2014 Subaru Outback Donor: Meredith Schreiber Declared Value: \$7,227 Program: Automotive Program	Item: Printed Circuit Board Connector Donor: Garmin AT Declared Value: \$7,002.80 Program: Electronics Department
Item: 430 carbide inserts and miscellaneous materials Donor: API International Declared Value: \$5,200 Program: Machining (CAM) Program	Item: 2006 Pontiac Vibe Donor: Andrew Boeger Declared Value: \$4,000 Program: Automotive Program
Item: 150 cases glass bottles for wine Donor: Sarah Hale Declared Value: \$3,000 Program: Viticulture Program	Item: 1998 Ford F-150 Donor: Gabriel Grossman Declared Value: \$2,064 Program: Automotive Program
Item: Various SMT parts and non-functioning equipment Donor: Garmin AT Declared Value: \$1,798.61 Program: Electronics Department	Item: 2004 Honda Civic EX Donor: Nancy Graber Declared Value: \$1,600 Program: Automotive Program
Item: Radio Services for event Donor: Radio Poder (98.3 FM KTUP) Declared Value: \$1,000 Program: Woodburn Cinco De Mayo Festival	Item: 471 lbs. of food for Food Pantry Donor: Marion Polk Food Share Inc. Declared Value: \$990 Program: Food Pantry
Item: 320 lbs. of Food for Food Pantry Donor: Marion Polk Food Share Inc Declared Value: \$742 Program: Food Pantry	Item: 270 lbs. of food for Food Pantry Donor: Marion Polk Food Share Inc. Declared Value: \$660 Program: Food Pantry

Action-7
July 19, 2023

Item: Wine and Tasting Services for four people Donor: Archery Summit Winery Declared Value: \$600 Program: Student Nurse Org (SNO) Club	Item: 255 lbs. of Food for Food Pantry Donor: Marion Polk Food Share Inc. Declared Value: \$506.50 Program: Food Pantry
Item: 216 lbs. of food for Food Pantry Donor: Marion Polk Food Share Inc. Declared Value: \$457.50 Program: Food Pantry	Item: Eight items for the Chemeketa Closet Donor: Jessica Howard Declared Value: \$355 Program: Chemeketa Closet
Item: 31 items for the Chemeketa Closet Donor: Donald and Amy Brase Declared Value: \$282 Program: Chemeketa Closet	Item: Spring Planting Package Certificate Donor: Al's Garden Center Declared Value: \$190 Program: Student Nurse Org (SNO) Club
Item: 27 items for the Chemeketa Closet Donor: Anonymous Declared Value: \$188 Program: Chemeketa Closet	Item: 16 bars of soap Donor: Jessica Howard Declared Value: \$88 Program: Benefitting Student Relief Fund
Item: 16 bars of soap Donor: Jessica Howard Declared Value: \$88 Program: Benefitting Student Relief Fund	Item: 14 bars of soap Donor: Jessica Howard Declared Value: \$77 Program: Benefitting Student Relief Fun
Item: Splitting hatchet Donor: Northwest Logging Supply Inc. Declared Value: \$61.99 Program: Student Nurse Org (SNO) Club	Item: Eight items for the Chemeketa Closet Donor: Elias Villegas and Roxanna Glang Declared Value: \$60 Program: Chemeketa Closet
Item: Three books Donor: Third Street Books Declared Value: \$52.97 Program: Library's Collection	Item: 11 items for the Chemeketa Closet Donor: Anonymous Declared Value: \$51 Program: Chemeketa Closet
Item: Three items for the Chemeketa Closet Donor: Jacqueline Franke Declared Value: \$36 Program: Chemeketa Closet	Item: \$25 gift certificate Donor: Godfrey Nursery Declared Value: \$25 Program: Student Nurse Org (SNO)

Action-7
July 19, 2023

Item: \$25 gift certificate
Donor: Wavra Farms and Nursery
Declared Value: \$25
Program: Student Nurse Org (SNO)

**APPROVAL OF GRANTS AWARDED APRIL 2023–JUNE 2023
[23-24-109]**

Prepared by

Gaelen McAllister, Director of Institutional Grant Development
Alice Sprague, Vice President—Governance and Administration

These grants have been awarded to the college from April to June 2023. It is recommended that the board accept these grants.

GRANTS AWARDED—APRIL 2023–MARCH 2023

Grantor	Department	Description	Amount
State of Oregon Seismic Rehabilitation Grant Program	Facilities	Seismic evaluation and upgrades for Building 14 on the Salem campus. Rory Alvarez. Submitted December 16, 2022.	\$1,407,180
Oregon Bureau of Labor and Industry Future Ready	CTE- Apprenticeship	Funds Pre-Apprenticeship cohorts with student recruitment in collaboration with community partners to increase access to construction trades for historically excluded populations. Megan Cogswell. Submitted March 9.	\$297,005
Oregon Higher Education Coordinating Committee (HECC)	SDLR, READ, GETS	Provides support for first generation student success by supporting summer bridging (I-START), math and writing corequisite classes, embedded tutoring and developmental education to college level transitions. Liliana Landa–Villalba, Chris Kato, Keith Schoeman, Keith Russell. Submitted March 31.	\$468,000
HECC Office of Workforce Investments	GETS- Computer Information Systems, CTE- Apprenticeship	Funds the planning and creation of a Cyber Security Apprenticeship pathway in collaboration with private, state and nonprofit employers. Robin Taylor, Megan Cogswell. Submitted March 31.	\$399,394
Mexican Consulate-IME Becas	General Education and Transfer Studies- Education	Funds scholarships for students of Mexican heritage pursuing the State Seal of Biliteracy and degrees in Education. Cecelia Monto. Submitted April 24.	\$5,500

Action-8
July 19, 2023

The House of Welcome Cultural Arts Center- Supporting Indigenous Arts Mastery	GETS-Art	Second year of partnership with members of the Confederated Tribes of the Grand Ronde to bring Native American artists into visual arts courses to co-teach with Chemeketa faculty. Laura Mack. Submitted May 31.	\$29,999
National Security Agency-Gen Cyber	CTE-Computer Information Services, Cybersecurity	Funds two years of summer camps for youths with a cybersecurity focus. This will increase opportunities for youths for low resourced high schools to learn about careers in Cybersecurity and the education paths available. Mandy Reininger and Don Kraus. Submitted April 2.	\$66,927
Oregon Department of Education LGBTQSIA+	President's Office-Office of Diversity Equity and Inclusion	Continuation of project to support bridging of LGBTQSIA+ students into Chemeketa and enhancing the college's inclusive student support practices to ensure student success. Vivi Caleffi Prichard. Submitted June 1.	\$199,919
<u>Total Grant Funding Awarded</u>			<u>\$3,073,924</u>

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

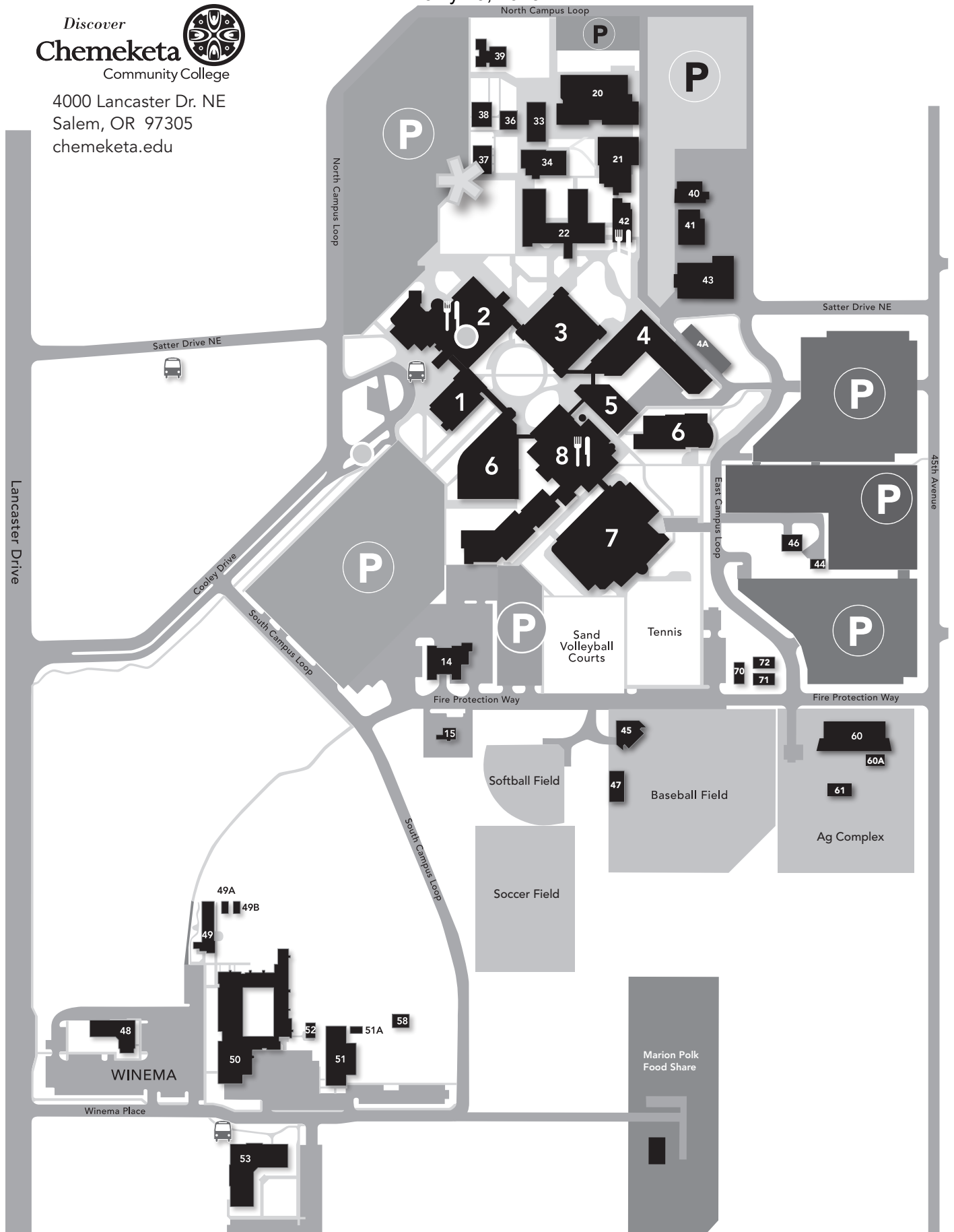
We strive for excellence through relevant, inclusive, and future-focused curriculum, services, and experiences.



Appendix-2
July 19, 2023



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



Building directory on reverse side

Appendix-2 July 19, 2023

Building and Primary Function(s)

- 001 1st Floor: Bookstore,
- 001 2nd Floor: Faculty Offices
- 002 1st Floor: Advising & Counseling;
Career Center; Convenience Store;
Food Court; Information Center;
Multicultural Center; Placement
Assessment; Planetarium; Public
Safety; Student Accessibility Services;
Student Recruitment; Student
Retention & College Life; Student
Support Services
- 002 2nd Floor: Business Services; CAMP;
Chemeketa Completion Program;
College Support Services; Enrollment
Center; Financial Aid; Graduation
Services; Human Resources; President's
Office; Procurement; TRiO; Talent
Search; Title IX Office; Tutoring
Services; Upward Bound; Veterans
Services
- 003 1st Floor: Gretchen Schuette Art
Gallery; Classrooms
- 003 2nd Floor: Classrooms; Instruction and
Student Services; Math Hub; Math
Faculty; 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; 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;
- 008 2nd Floor: Health & Science
Classrooms
- 009 1st Floor: Classrooms; The Center
for Academic Innovation; Academic
Effectiveness; IT Help Desk; Television
Studio; Online Programs
- 009 2nd Floor: Library; Writing Center;
Computer Lab; Study Rooms
- 014 Public Safety
- 015 Burn Tower
- 020 Drafting; Engineering; Machining
Program; Faculty Offices
- 021 Welding Program
- 022 Academic Development; HEP;
Information Technology
- 033 Apprenticeship Programs
- 034 Conference Rooms; SOAR
- 037 Faculty Offices
- 038 Faculty Offices; Occupational Skills
Training; Cooperative Work Experience
- 039 Child Development Center
- 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; Blue Moon Cafe
- 049 Mid-Willamette Education Consortium,
Youth GED Options
- 050 High School Partnerships
- 051 Winema High School; Lab
- 052 Classrooms
- 053 Department of Human Services
- 058 Facilities & Operations Annex
- 060 Agricultural Sciences
- 061 Headhouse
- 062 Pavillion

Area or Service—Building/Room

- Academic Development—22/100
- 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—2/115
- Chemeketa Cooperative Regional Library
Service—9/136
- Chemeketa Online—9/106
- Computer Labs, Library—9/Second Floor
- Convenience Store—2/180
- Cooperative Work Experience—38
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- 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, & 42
- GED—22/100
- General Information
(Welcome Center)—2/110
- Gymnasium—7
- Human Resources—2/214
- International Programs and Study
Abroad—2/174
- Instruction & Student Services—3/272
- IT Help Desk—9/128
- Library—9/Second Floor
- Lost & Found—2/173
- Mail Room—43
- Multicultural Center—2/177A
- Northwest Innovations—42
- Parking Permits—2/173 Public Safety
- Placement Assessment—2/201
- 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 Center—2/179
- Student Clubs—2/176
- Student Identification Cards—1/First Floor
Bookstore
- Study Skills—2/210
- Television Studio—9/162
- Testing Center—3/267
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—2/210
- Vending Machine Refunds—1/First Floor
Bookstore
- Veterans Services—2/201
- Veterans Resource Center—2/116
- Writing Center—9/210

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, Languages & Social
Sciences—3/252
- Emergency Services—Brooks Regional
Training Center
- Health, & Human Performance—7/103
- Life Sciences and Physical Sciences—8/104
- Liberal Arts—1/204
- Math, Engineering & Computer
Science—3/252
- Nursing—8/104
- Pharmacy Technology—8/113

Restrooms

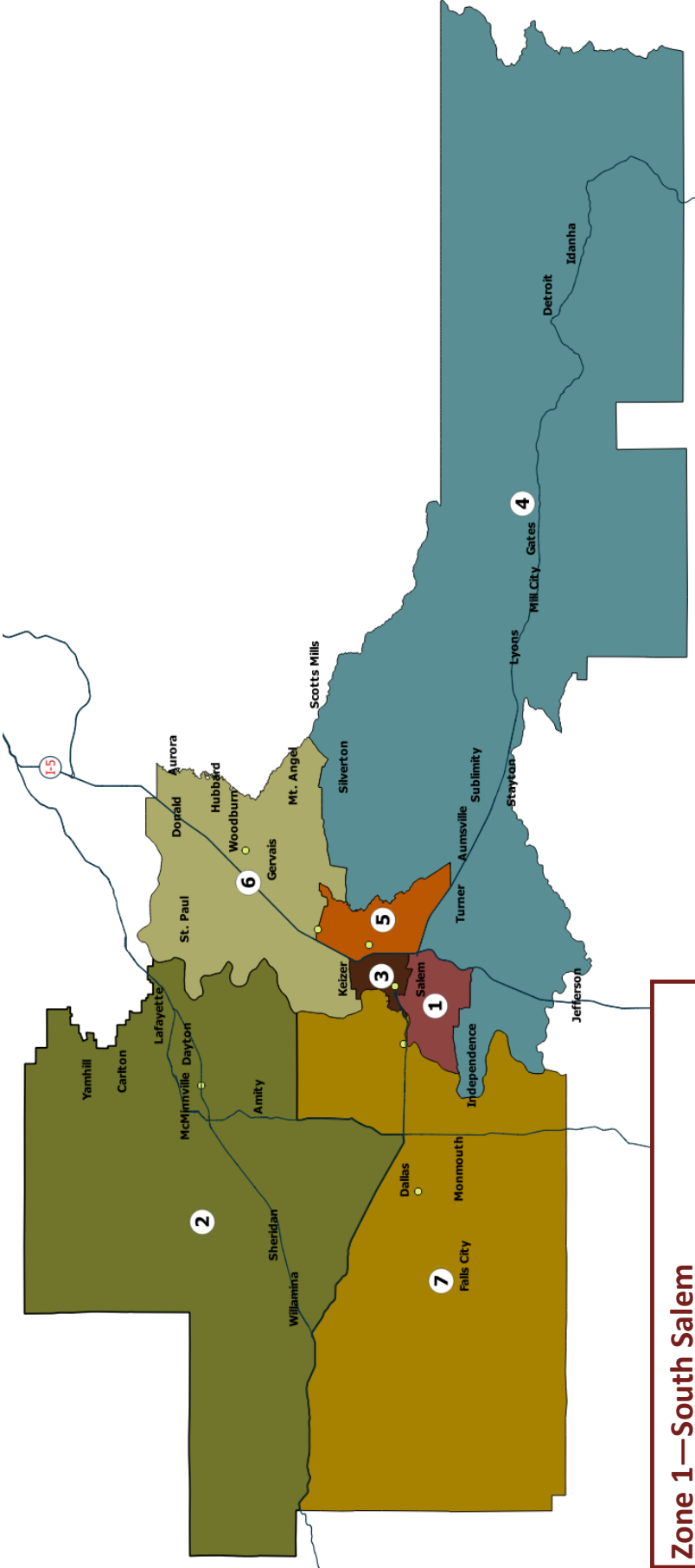
SINGLE OCCUPANCY

- Building 2—First floor, across from C-Store
- 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, next door to C-Store
- Building 8—First floor
- Building 20—Second floor
- Building 40—Second floor

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 Ed Dodson
ZONE 2 Ron Pittman
ZONE 3 Neva Hutchinson, Chair 2023-2024
ZONE 4 Ken Hector, Vice Chair 2023-2024
ZONE 5 Jackie Franke
ZONE 6 Diane Watson
ZONE 7 Betsy Earls