Discover Chemeketa Community College

BOARD OF EDUCATION MEETING

November 18, 2026

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Dr NE
Salem, Oregon 97305

I. Board Workshop **4:30 pm** **Web conferencing/Live stream/ Building 2, Room 170, Board Room**

A. Insurance and Risk Management Report 1
Alice Sprague, Vice President—Governance and Administration

II. Regular Session **6 pm** **Web conferencing/Live stream/ Building 2, Room 170, Board Room**

A. Call to Order
B. Pledge of Allegiance
C. Chemeketa Land Acknowledgment 2
D. Roll Call
E. Comments from the Public

F. Approval of Minutes—College Board of Education Meeting of October 21, 2026 3–9
Jessica Howard, President/Chief Executive Officer

G. Reports
1. Reports from the Associations

a. Andrea Vasquez Eugenio	Associated Students of Chemeketa (ASC)	10–11
b. Michelle Kennedy	Chemeketa Faculty Association	12
c. Tim King	Chemeketa Classified Employees Association	13–16
d. Elizabeth Facanha	Chemeketa Exempt Employees Association	17

2. Board of Education Community Engagement Updates

H. Information
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Jessica Howard, President/Chief Executive Officer

2. 2025–2026 Student Initiated Fee (SIF) Budget Report 19–20
Timor Saffary, Vice President—Academic and Student Affairs

3. East Salem Transit Center Site Selection Process 21
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

4. College Policies: Chapter 3—General Institution, BP 3310–Records Retention and Destruction; ~~BP 3320–Communications~~; BP 3410–Nondiscrimination; and BP 3420–Equal Employment Opportunity — 22–28
   Alice Sprague, Vice President—Governance and Administration

I. Standard Reports

1. Personnel Report — 29-30
   Alice Sprague, Vice President—Governance and Administration

2. Budget Status Report — 31–33
   Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

3. Capital Projects Report — 34–35
   Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

4. Recognition Report — 36
   Jessica Howard, President/Chief Executive Officer

J. Separate Action

1. Approval of Retirement Resolution No. 25-26-27, Michael L. Dahl [26-27-112] — 37–38
   Alice Sprague, Vice President—Governance and Administration

K. Action

Consent Calendar Process (Items will be approved by the consent calendar process unless withdrawn at the request of a member of the board.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

1. Approval of College Policies: Chapter 3—General Institution, BP 3100, ~~Concept of Administrative Organization~~ Organizational Structure; BP 3200, Accreditation; BP 3280, Grants; and BP 3300, Public Records [26-27-113] — 39–43
   Alice Sprague, Vice President—Governance and Administration

L. Appendices

1. Vision – Mission – Values — 44
2. Campus Map — 45–46
3. District Map — 47

M. Future Agenda Items

N. Board Operations

O. Adjournment

Chemeketa Community College does not discriminate based on race, color, religion, national origin, immigration or citizenship status, age, sex, sexual orientation, gender identity or expression, marital status, familial status, pregnancy, disability, veteran status, genetic information, or any other status protected by federal, state, or local law in any area, activity, or operation of the College.

Chemeketa Community College is an equal opportunity/affirmative action employer.

For inquiries regarding the College's nondiscrimination policy, contact the following:

- For students with disabilities: Section 504/ADA Coordinator in Student Accessibility Services, 503.399.5279
- For employees with disabilities: Vice President of Governance & Administration, 503.399.2537
- For sex-based discrimination: Title IX Coordinator, 503.584.7323
- For equal employment opportunities or affirmative action: Affirmative Action Officer in Human Resources, 503.315.4586

To request this publication in an alternative format, please call 503.399.5192. For language access, please call 503.315.4586.

Workshop-A
November 18, 2026

INSURANCE AND RISK MANAGEMENT REPORT

Prepared by

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

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

CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT

Prepared by

Betsy Earls, 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.

APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meeting of October 21, 2026, are submitted for review by the board.

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

Minutes
November 18, 2026

CHEMEKETA COMMUNITY COLLEGE

BOARD OF EDUCATION
MEETING MINUTES

October 21, 2026

I. WORK SESSION

Birgitte Ryslinge, Vice Chair (Acting Chair for Betsy Earls) called the Work Session to order at 3:30 pm in the Board Room, Building 2, Room 170 at the Salem Campus.

Members in Attendance: Jackie Franke; Theresa Haskins; Neva Hutchinson; Birgitte Ryslinge, Vice Chair (Acting Chair for Betsy Earls); and Diane Watson. Excused Absences: Betsy Earls and Iton Udosenata.

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

Guests: Doug Yancey, Executive Director, Chemeketa Cooperative Regional Library Service (CCRLS), Manuel Guerra, Executive Dean of Student Affairs.

Chemeketa Community College Regional Library Service (CCRLS)

Doug Yancey, Executive Director CCRLS, presented a PowerPoint and discussed the following topics: Local support, formula-based reimbursement, project roundup, procedures review, strategic planning, college partnership opportunity-advertising, marketing, testing, and 2026 summer reading highlights.

Board members asked clarifying questions throughout the presentation.

The meeting adjourned at 4:13 pm.

II. WORKSHOP

Birgitte Ryslinge, Vice Chair (Acting Chair for Betsy Earls) called the Workshop to order at 4:30 pm in the Board Room, Building 2, Room 170 at the Salem Campus.

Members in Attendance: Jackie Franke; Theresa Haskins; Neva Hutchinson; Birgitte Ryslinge, Vice Chair (Acting Chair for Betsy Earls); and Diane Watson. Excused Absences: Betsy Earls and Iton Udosenata.

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

2025-2026 Sabbatical Report Outs

Chris Kato, Executive Dean of General Education and Transfer Studies, noted the sabbaticals covered the 2025-2026 academic year. The following faculty reported on their sabbaticals:

Herbert Grotewohl, Physics; Laura Mack, Art; Maria Cruse, Political Science; Megan Gonzales, Criminal Justice; Tammy Jabin, English; and Theresa Yancey, Reference Librarian.

Board members asked clarifying questions throughout the presentation.

The meeting adjourned at 5:18 pm.

III. REGULAR SESSION
A. CALL TO ORDER
Birgitte Ryslinge, Vice Chair (Acting Chair for Betsy Earls) called the board meeting to order at 6:00 pm 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
Birgitte Ryslinge read the land acknowledgment.

D. ROLL CALL
Members in Attendance: Birgitte Ryslinge, Vice Chair (Acting Chair for Betsy Earls); Jackie Franke; Theresa Haskins; Neva Hutchinson; Iton Udosenata (Zoom); and Diane Watson.
Excused Absence: Betsy Earls.

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

Board Representatives in Attendance: Andrea Vasquez Eugenio, Associated Students of Chemeketa (ASC), Michelle Kennedy, Chemeketa Faculty Association (CFA), Tim King, Chemeketa Classified Association (CCA), and Elizabeth Facanha, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC
None.

F. APPROVAL OF MINUTES
Neva Hutchinson moved and Diane Watson seconded a motion to approve the College Board of Education minutes of September 16, 2026, and the Board Work Session of October 5, 2026.

Board member Jackie Franke asked for clarification on her attendance based on the September 16, 2026, minutes. The minutes noted Jackie had an excused absence for the workshop and attended the board meeting via Zoom. Julie Deuchars, Executive Coordinator, discussed the meetings with Jackie after the board meeting, and noted no correction was needed to the minutes.

Jackie Franke: yes; Theresa Haskins: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson: yes.

The motion CARRIED.

G. REPORTS
Reports from the Associations
Andrea Vasquez Eugenio, Associated Students of Chemeketa (ASC), discussed the events that ASC participated in. Birgitte Ryslinge welcomed Andrea on behalf of the board.

Michelle Kennedy, Chemeketa Faculty Association (CFA), said the report stands as written.

Tim King, Chemeketa Classified Association (CCA), gave a verbal report. He noted that CCA is in interim bargaining with the college and appreciates the college working with CCA and the progress being made.

Elizabeth Facanha, Chemeketa Exempt Association (CEA), said the report stands as written. Elizabeth noted the Exempt/Admin meetings have been changed to longer meetings: once per term and the post-survey of the first meeting is showing positive results.

Reports from the College Board of Education
None.

H. INFORMATION
Oregon Community College Association (OCCA) Update
The OCCA board meeting was held at Southwestern Oregon Community College on October 2nd. Birgitte Ryslinge provided highlights from the meeting: updates from all of the state agencies, OCCA conference, and update on the federal lawsuit Oregon community colleges are facing.

College Policies: Chapter 3–General Institution, BP 3100–Organizational Structure; BP 3200–Accreditation; BP 3280–Grants; and BP 3300–Public Records
Kara Parker, General Counsel, noted there are two policies for adoption, and several policies with revisions. Current policy language that the college suggests to revise has been struck out and new proposed policy language is underlined. These policies will be brought forward to the board at the November meeting for approval.

I. STANDARD REPORTS
Personnel Report
Courtney Saldivar noted that the report stands as written, highlighting 12 new hires: eight general fund, two grant-funded, and two self-support. Four of these positions are full-time faculty.

Budget Status Report
Aaron Hunter said on the Statement of Resources and Expenditures that the beginning fund balance is currently zero because the audit is not complete. That number will be updated in 45-60 days. The tuition and fees are at their high point for fall term, but they may go down as some students drop classes and receive refunds. This year Chemeketa only receives three state payments instead of five. On the Budget Status report, personnel expenses are trending as expected; on the non-personnel expenses, the insurance has been spent down due to paying insurance premiums in July for the fiscal year. The transfers are higher due to the transfer at the beginning of the year from the general fund to cover other programs. On the Quarterly Update of Other Funds, the balances are fairly consistent with the prior year. Capital Projects is higher because of the bond that was passed last year. On the Status of Investments, the local government investment pool rate has increased from last month, and the investments section shows a lower number than last year due to the higher beginning fund balance the prior year. Aaron noted that President Howard sent out an all-staff video message regarding the budget situation and the projection of a $5 million deficit for the 2027-28 fiscal year, and reductions will be required for 2028-2029 due to expenses growing faster than revenue.

Capital Projects Report
Aaron said the report stands as written and highlighted that the soccer field has been completed and that Building 7 is now weatherproof. Initial renderings have been received for the Trade Center, and on Chemeketa's home page there is a link for bond projects if people would like to look at updates.

Institutional Advancement Foundation Quarterly Report July 1, 2026, through September 30, 2026
Marie Hulett, Associate Vice President, Institutional Advancement, said the report stands as written, and highlighted the Foundation's annual report.

Grant Activities July 2026–September 2026
Alice Sprague noted the 2025-2026 grant funding impact report has been completed and distributed to the board.

Gaelen McAllister, Director, Institutional Grant Development, said the report stands as written and highlighted the range of grants on the grants award list, and two major grants from the National Science Foundation. Board members thanked Gaelen and her team for the impressive work.

Graduation and Transfer Rates
Colton Christian, Dean of Academic and Organizational Effectiveness discussed highlights of the graduation and transfer report and noted that graduation rates have increased over time for Chemeketa, and similar and aspirational peers.

Summer Term 2026 Enrollment Report
Colton Christian said that, for summer 2026, the total full time equivalency (FTE) student enrollment is 2.4 percent above the prior year; total year-to-date FTE is 2.4 percent higher;

year-to-date reimbursable FTE is down 1.4 percent from last year; and year-to-date unduplicated headcount is up 4.4 percent.

General Education Outcomes Report
Colton Christian stated that the general education outcomes (communication, competence, compassion, curiosity, creativity and critical thinking), created in spring of 2024, were adopted by Chemeketa faculty and administration for use in the general education curriculum. The outcomes assessment reported that students had a positive experience in development across all outcomes. Students will continue to report growth in these key areas, and Chemeketa's Learning Outcomes Assessment Committee will monitor the results and respond as needed.

Recognition Report
Jessica Howard recognized employees in the report.

J. SEPARATE ACTION
Approval of Board of Education Goals for 2026–2027 [26-27-107]
Alice Sprague said at the August work session the board discussed their goals for the 2026-2027 academic year and made changes. Alice discussed those changes and noted the board goals have been brought forward for approval by the board.

Diane Watson moved and Jackie Franke seconded a motion to approve the board of education goals.

Jackie Franke: yes; Theresa Haskins: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson: yes.

Approval of Retirement Resolution No. 26-27-06, Anatoli Chinah, and Resolution No. 26-27-07, Sandra "Sandi" Kellogg. [26-27-108]
Board members read the retirement resolutions. The retirees provided 24 years and 5 months of service to the college.

Theresa Haskins moved and Jackie Franke seconded a motion to approve the retirement resolutions.

Jackie Franke: yes; Theresa Haskins: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson: yes.

The motion CARRIED.

K. ACTION
Neva Hutchinson moved and Jackie Franke seconded a motion to approve consent calendar items No. 1-3.

1. Approval of College Policies: Chapter 4–Academic Affairs, BP 4080, Contracts Courses and Services; BP 4120, Course Offerings for Secondary Schools; and BP 4100, Graduation Requirements for Degrees and Certificates [**26-27-109]**
2. Acceptance of Program Donations July 1, 2026, through September 30,2026 **[26-27-110]**
3. Approval of Grants Awarded July 2026–September 2026 **[26-27-111]**

Jackie Franke: yes; Theresa Haskins: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson: yes.

The motion CARRIED.

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

M. FUTURE AGENDA ITEMS
None were heard.

N. BOARD OPERATIONS
None.

O. ADJOURNMENT
The meeting adjourned at 6:54 pm.

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

Board Chair

Date

Report-1a
November 18, 2026

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Andrea Vasquez Eugenio, ASC Executive Coordinator 2026-2027

PAST EVENTS

Welcome Day
- On Monday, September 28, ASC staffed two tables on the Salem campus to welcome students and provide snacks, school supplies, and directions. The goal for this event was to create a welcoming environment on the first day of term and to distribute information regarding resources and campus engagement opportunities.

Pizza Kickoff and Pizza Kickoff
- On Wednesday, September 30, ASC hosted the Pizza Kickoff/Resource Fair in the Student Center. Students got pizza as they visited all the information tables that were set up for campus resources. Our goal with this event is to create awareness and create an inclusive environment for students' higher education success. Over 700 students attended, which was a huge turnout for the first event of the year!

Voter Registration Tabling
- On October 6–8, ASC staffed tables to encourage and promote students to register to vote. We provided free snacks and drinks to learn more about the upcoming November elections. We were excited to participate in the *All In Campus Democracy Challenge*. Having Chemeketa students be a part of this challenge is beneficial for our future. We had over 510 students participate in the drive.

Karaoke
- On Wednesday, October 14, ASC hosted a karaoke event in the Student Center. At this event, students had the opportunity to sing their favorite songs, meet new people, and enjoy refreshments. Our goal with this event was to provide a fun environment for students to socialize and get excited about campus life. There were over 100 students who came out and participated in this amazing event.

Meet Your Presidents
- On Wednesday, October 14, ASC hosted the first meet and greet with College President Jessica Horward, and President/Executive Coordinator of ASC Andrea Vasquez Eugenio. This event served as a touchpoint for students to receive campus updates directly from leadership, ask questions, and chat with students. To create a welcoming environment and build connection, the event featured free donuts, and a special raffle with custom handmade soaps made by President Howard herself. Over 50 students came and participated.

Storm The Vote-200
- On Wednesday, October 28, ASC hosted an informational event about the midterm elections. This event shifted focus from registering to students understanding their ballots, getting to know their local candidates and confidently turning in their ballots and voting.

Students were able to celebrate civic involvement, with refreshments and food provided. There were over 200 students in attendance.

Halloween Club Fair

- On Thursday, October 29, ASC hosted the first club fair for the academic year. During the fair student-led clubs had the opportunity to represent their organizations to the student body. ASC's goal for this event was for students to engage and create a campus community and increase club participation. There were over 350 students in attendance at this event.

Dia de los Muertos

- On Wednesday, October 30, ASC assisted Multicultural Student Services to host the Dia de Los Muertos celebration. During this event live music was provided, along with handmade Catrinas, and food! The goal was to embrace the cultural diversity at Chemeketa and create awareness among students.

CURRENT INITIATIVES

Class Resource Presentations

- During the first few weeks of the term, ASC Spoke with classes about campus resources and activities. These short presentations bring awareness to the services Chemeketa offers, and they get students interested in campus life.

Event Attendance Raffle

- Throughout the term, students can collect stamps for every ASC event they attend. By collecting four stamps, they are eligible to enter a raffle at the end of the term (held at the Termsgiving celebration). Past raffles have increased student participation, and we look forward to seeing continued growth in campus engagement.

OCCSA

- Legislative Coordinator Eli Schuffman has been appointed as the voting delegate for Chemeketa on the Oregon Community College Student Association (OCCSA).

Bingo

- On Tuesday, November 10, ASC hosted games of bingo in the student center. Students got the opportunity to win prizes and socialize. This was a popular event last year, so we decided to keep it going this year. Our goal with this event was to get students to mingle and to provide a fun de-stresser around midterm exams.

FUTURE EVENTS

Termsgiving

- On Wednesday, November 25, ASC will be handing out tamales, drinks, and providing crafts and games. In the past students enjoyed this welcoming end of term celebration, to come and grab a bite of food! ASC's goal is to end the term strongly, by creating an opportunity for students to come and celebrate their accomplishments of their education.

Cocoa and Conchas

- On Wednesday, December 2, ASC will hand out hot chocolate and *conchas* in the student center. The goal with this is to boost morale during the last week of classes to motivate students to keep up their studying.

Report-1b
November 18, 2026

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Michelle Kennedy, President—Chemeketa Faculty Association

EXPEDITED BARGAINING: TIERED INSURANCE COMMENCEMENT

The Association Bargaining Team (Nolan Mitchell, Frances Robbins, & Michelle Kennedy) are set to begin negotiations for Composite versus Tiered Health Insurance beginning later this month. Currently, three dates have been scheduled and they are: November 18, 20, and 24.

2026 OEA COMMUNITY COLLEGE COUNCIL RETREAT SCHEDULED

Meetings are scheduled for November 6–7 at the OEA headquarters in Tigard. The detailed agenda includes timely trainings, council meetings, and other activities designed to support the local members and the educational institutions they serve.

RESPONSE TO PRESIDENT HOWARD'S BUDGET MESSAGE

The Association's members have expressed concern about President Howard's budget message sent in an all staff email late last month. The video presented alarming slides with graphs but did not include any clear data. This led to a list of concerns that require some clarity.

Among them:

- What are the real, hard numbers we are working with as a college?
- How much do we really need in reserves to sustain the college's programs?
- Have all costs been considered before immediately targeting personnel?
- Have the costs of doing business in today's economy been fully considered?

The overall tone and message seemed to be clearly blaming personnel for the reason why costs have increased in the first place while not fully considering that the hard-won gains that occurred during the last bargaining process finally brought faculty more in line with surrounding colleges, thus making the college much more competitive to recruit talented faculty members. The message is clear that too much was gained last time so now the college will use it to cut positions in the next academic year. Importantly, this is happening while there is an ongoing process of hiring exempt staff. To ease the minds of the faculty who keep students in their seats and the revenue flowing, transparency of all hiring practices needs to be addressed.

Report-1c
November 18, 2026

CHEMEKETA COMMUNITY COLLEGE
CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

Kristy Krumsiek, Secretary
Timothy King, President

PRESIDENT'S MESSAGE

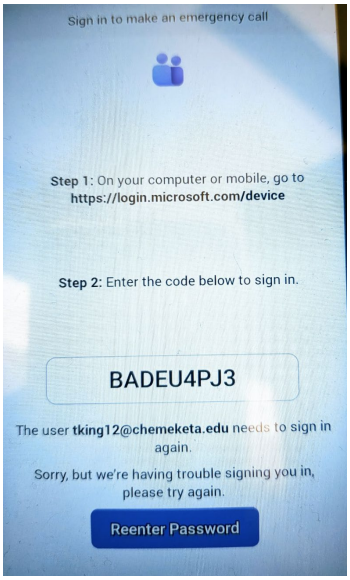
Dear Board of Education,

I am here today because the CCA has expressed serious concerns about the reliability of the new Teams phone system. Some background: earlier this year the College made the decision to remove all the landline phones and replace them with internet-based phones that are managed by a Microsoft product called Teams. Though I heard this was a cost-saving measure, I do not know the details behind this decision.

When the department I work in was given a brief training on how these phones work, we were told 'unofficially' that these phones were not considered reliable, and if an emergency situation should arise, we were advised to use our cell phones. When one of my colleagues asked what if they don't have a cell phone, the response was an empathetic shrug of the shoulders.

I was understandably concerned about this response, but as the program was still in its infancy, I decided to give the benefit of the doubt, confident that the college recognized the issue, and the system's shortcomings would be addressed and solutions would be found.

It has now been several months since the implementation. The Teams system is unreliable as it was on day one. I frequently have to reset my phone by unplugging and repluggling in the cable. The other day I had this message on my screen:



"Sign in to make an emergency call" Really?
In order to use my phone, I had to log into my computer, run the Teams app, and enter the code displayed on my phone.

But unfortunately, this is not the only problem with the Teams system:
Microsoft's own Teams emergency calling documentation states that *emergency services calling through* Teams *operates differently than traditional phones and may not know the caller's actual location and may route calls or dispatch emergency services to the wrong location if the location information is not accurate.*

They go on to say that Teams *emergency calling is not expected to work if the* Teams *client is offline or the device cannot access the internet due to a network or power outage.*

University of Oregon guidance clearly states *emergency calls should be from a device with accurate location info, with* Teams *as a last resort if landlines or mobiles aren't available.*

Any possible scenario where seconds count; from a cardiac arrest to (God forbid), an active shooter, lives could be endangered and the College may be found liable. I fear this is not a matter of if, but when. To date, Chemeketa has not issued any official instructions on how to handle such a situation as it pertains to the Teams phones.

This goes far beyond the scope of a union issue as it potentially impacts every single person on every Chemeketa campus and office. With these concerns in mind, we respectfully ask:

- Are Teams phones approved for 911?
- What is the preferred emergency method if not?
- What location info is sent when calling 911?
- Is the location specific enough to identify the right campus, building, and area?
- Are accessible emergency phones or alternatives available?
- What are the backup options during outages?
- Has emergency calling been tested across locations?
- Has HR/ADA reviewed accessibility impacts?
- Who is responsible for testing, audits, and communication?

The CCA sincerely appreciates the Board of Education for their support in this matter.

NEW HIRES

Isabella Moreno, Operations Coordinator 1–Academic Development & Corrections Education, WISE, 100 percent, 11-month assignment, effective September 8, 2026.

Lena DuPont, Teaching Assistant 2–Science, Technology, Engineering, Math, Academic Affairs, 100 percent, 12-month assignment, effective September 8, 2026.

Grace "Hana" Frey, Dispatcher 2–Public Safety, Governance & Administration, 100 percent, 12-month assignment, effective September 8, 2026.

Morgan Bailey, Teaching Assistant 2–Applied Technologies, Career & Technical Education, 100 percent, 12-month assignment, effective September 14, 2026.

Benjamin F. Skiles, Events Associate 1–Event & Food Services, College Support Services, 100 percent, 12-month assignment, effective September 16, 2026.

Rebecca Crippin, Project Management Specialist 2–Grants, Governance & Administration, 100 percent, 12-month assignment, effective September 16, 2026.

Daisy Vasquez Villa, Project Management Specialist 2–Health Professions & Wellness, Career & Technical Education, 100 percent, 12-month assignment, effective September 28, 2026.

John Hallett, Instructional Coordinator 3–Brooks Center, Emergency Services & Diesel Technology, Career & Technical Education, 100 percent, 12-month assignment, effective October 5, 2026.

Jeffrey Nesemann, Janitor Cleaner 2–Capital Projects & Facilities, College Support Services 100 percent, 12-month assignment, effective October 12, 2026.

Jeanna Stegman, Payroll Analyst 3–Human Resources / Payroll, Governance & Administration, 100 percent, 12-month assignment, effective October 12, 2026.

Maribel Ramirez Magana, Janitor Cleaner 2–Capital Projects & Facilities, College Support Services, 100 percent, 12-month assignment, effective October 16, 2026.

Ash S. Connell-Gonzalez, Educational, Guidance and Career Advisor/Coordinator 2–Student Accessibility & Testing Services, Student Affairs, 100 percent, 12-month assignment, effective October 19, 2026.

Kimberly McAloney, Project Management Specialist 2–Grants, Governance & Administration, 100 percent, 12-month assignment, effective October 26, 2026.

Jerahmei Howell, Janitor and Cleaner 2–Capital Projects & Facilities, College Support Services, 100 percent, 12-month assignment, effective October 26, 2026.

Lila Medina, Educational, Guidance, and Career Advisor Associate 2–Applied Technologies, Career & Technical Education, 100 percent, 12-month assignment, effective October 28, 2026.

Adrianne Shabi, Educational, Guidance, and Career Advisor/Coordinator 2–College Access Programs, Student Affairs, 100 percent, 12-month assignment, effective November 11, 2026.

POSITION CHANGES

Daniel Lehman, Bookkeeping, Accounting and Auditing Assistant 1–Grant Accounting & Accounts Payable, College Support Services, 100 percent, 12-month assignment, effective October 5, 2026.

Elvia Vargas, Learning Support Specialist 2–Child Development Center, General Education & Transfer Studies, 100 percent, 12-month assignment, effective October 6, 2026.

Leopoldo "Leo" Alvarez-Cisneros, Administrative Assistant 2– Agricultural Sciences & Technology, Academic Affairs, 100 percent, 12-month assignment, effective October 28, 2026.

SEPARATIONS

Ashley McSherry, Janitor Cleaner 2–effective October 9, 2026.

Jordan R. Vance, Learning Support Specialist 2–effective October 19, 2026.

Jennifer Fox, Administrative Assistant 2–effective November 13, 2026.

RETIREMENTS

Anatoli Chinah, Janitor Cleaner 2–effective September 20, 2026.

Michael Dahl, Mechanical Installation, Maintenance, and Repair Assistant 2–effective October 1, 2026.

EVENTS

NEA Higher Ed National Organizing Calls Click here to sign up!
Dates and Times:
Sunday, November 15, 2026, 3:30–4:30 pm
Tuesday, January 26, 2027, 3:30 4:30 pm

Next CCA Board meeting:
December 10, 2026, 11:30 am–12:30 pm (9/128)

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Elizabeth Facanha, President—Chemeketa Community College Exempt Association

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Jennifer Silkey and her team presented twice at the national CRLA (College Reading and Learning Association) conference.

[Brain]Storm Chasers: Leveraging Tutoring Services & Creating Holistic Academic Support
and
Lessons in Adaptability: The Moving Target of Partnering with and Training Faculty to Use Embedded Tutors

Team: Jen Silkey, Jenn Van Horn, Sophie Hoyt, and Gary Brittsan

Jennifer has also been appointed as the leader of the national CRLA SIG (Special Interest Group) on Learning Assistance Center Management.

Sage Freeman, Associate Dean, and Layli Liss, Dean, presented at the Oregon Community College Association's annual conference on behalf of the Oregon Community College Distance Learning Association. Their presentation, "Power in Partnership: Turning Collaboration into Savings and Impact," highlights the work conducted by the Association, providing access to mission-critical resources such as digital accessibility platforms, professional development funding, and an AI literacy community of practice.

OREGON COMMUNITY COLLEGE ASSOCIATION (OCCA) BOARD REPORT

Prepared by

Birgitte Ryslinge, Vice Chair—Board of Education/OCCA Board Member
Jessica Howard, President/Chief Executive Officer

A verbal report will be provided during the Chemeketa Board of Education meeting summarizing the recent OCCA Board meeting.

Information-2
November 18, 2026

2025–2026 STUDENT INITIATED FEE (SIF) BUDGET REPORT

Prepared by

Andrea Vasquez Eugenio, ASC Executive Director
Joel Gisbert, Civic Engagement Coordinator
Teter Kapan, Director—Student Life: Engagement, Leadership & Belonging
Ryan West, Executive Dean—Student Affairs
Timor Saffary, Vice President—Academic and Student Affairs

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

2025–2026 SIF Fees Generated and Distribution by Term #811505

Income	Summer	Fall	Winter	Spring	Total
Brooks	$955	$2,123	$1,922	$1,822	$6,822
Eola	$34	$88	$107	$42	$271
Polk	$112	$761	$585	$675	$2,133
Salem	$12,773	$47,498	$44,661	$40,163	$145,095
Woodburn	$628	$2,431	$1,889	$2,114	$7,062
Yamhill	$424	$2,632	$2,435	$2,113	$7,604
Total	$14,926	$55,533	$51,599	$46,929	$168,987

SIF SUPPORTED PROGRAMMING

SIF funds (Salem Campus) were used to support 20 active student clubs, 10 student leader positions working with Associated Students of Chemeketa (ASC), and multiple campus-wide events each term. Further, the annual student participation total was 7000+. The Quarterly Calendar of Events is promoted through print press, social media, college wide calendars with public and internal web pages, classroom resource and activity presentations, and system wide email announcements. The Chemeketa Legislative Internship Program was not active as

the state legislature was not in session. However, four Legislative Interns are in the process of being trained and placed with legislators during the long session of the state legislature, beginning January 2027.

CHANGE TO SIF

No additional changes were proposed to the Student Initiated Fee for the fiscal year 2026 cycle planning.

Information-3
November 18, 2026

EAST SALEM TRANSIT CENTER SITE SELECTION PROCESS

Prepared by

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

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Cherriots' chief planning and development officer, Shofi Ull Azum, will present to the board the current Cherriots' site selection process for an East Salem Transit Center.

COLLEGE POLICIES: CHAPTER 3—GENERAL INSTITUTION
BP 3310–RECORDS RETENTION & DESTRUCTION;
BP 3320–COMMUNICATIONS; BP 3410–NONDISCRIMINATION;
AND BP 3420–EQUAL EMPLOYMENT OPPORTUNITY

Prepared by

Kara Parker—General Counsel
Alice Sprague, Vice President—Governance and Administration

BP 3310—RECORDS RETENTION & DESTRUCTION

This policy is a new policy. OCCA recommends adoption of this policy.

BP 3320—COMMUNICATION

Governance and Administration recommends rescission of this policy. This policy designates the President/CEO as the official spokesperson of the College. OCCA does not have a sample policy for Communication. Rather, other policies outline the scope of authority of the President/CEO, and those other policies (BP 2420, BP 2430, BP 2433) could be consolidated and updated to include the President's/CEO's role as the official spokesperson of the College, if the Board believes it is necessary to enumerate that particular authority.

BP 3410—NONDISCRIMINATION

This policy is a new policy. Previously, our policy of nondiscrimination was embedded in our Harassment policy. OCCA separates out "harassment" and "nondiscrimination" into two policies, and Governance and Administration recommends that the Board of Education do the same. "Nondiscrimination" is an umbrella term, and "harassment" is a subset of "discrimination."

BP 3420—EQUAL EMPLOYMENT OPPORTUNITY

This policy has minor revisions.

Governance and Administration will recommend that the Board of Education approve the adoption/revision of these policies at the November 2026 regular meeting.

Chapter 3 – General Institution

BP 3310 – Records Retention and Destruction

The President/CEO shall establish administrative procedures to assure the retention and destruction of all College records, including electronically stored information as defined by the Federal Rules of Civil Procedure and Oregon law. Such records shall include, but not be limited to, student records, employment records, and financial records.

Adopted College Board of Education

Revised College Board of Education

References:
Former Policy Number: 1620

Chapter 3 - General Institution

BP 3320 -- Communications

The Chemeketa Community College Board of Education recognizes the public's right to information concerning the operation of Chemeketa Community College. The president/chief executive officer is the official spokesperson for the college and shall have responsibility for the development of procedures regarding internal publicity, posting and/or distribution of materials, and the release of external publicity and news items. The president/chief executive officer may delegate these functions to the public information officer or other staff. It is the policy of the College Board of Education to encourage maximum understanding between the college and the community.

All college employees shall be encouraged to promote the vision/mission/values/core themes of the college to advance community understanding and cooperation.

RESCIND

July 17, 1985
Adopted College Board of Education
September 9, 2006
Last Reviewed College Board of Education
November 16, 2011; June 17, 2015; May 16, 2018
Revised College Board of Education

References:
Former Policy Number: 7110

Chapter 3 – General Institution

BP 3410 – Nondiscrimination

The College is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The College, and each individual who represents the College, shall provide access to its services, classes, and programs without regard to the individual's legally protected status.

Legally protected status in education in Oregon is defined as: race, color, religion, sex, sexual orientation, gender identity, national origin, immigration or citizenship status, martial status, age, or disability. Other legally protected statuses based on federal or state law may apply in specific contexts. The President/CEO shall establish administrative procedures that ensure all members of the College community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with state and federal laws regarding nondiscrimination.

No College funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the College or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, immigration or citizenship status, marital status, age, or disability.

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Adopted College Board of Education

Revised College Board of Education

References:
Former Policy Number: 1620

Chapter 3 – General Institution

BP 3420 – Equal Employment Opportunity

~~Chemeketa Community College is committed to maintaining an educational and workplace environment where everyone can achieve their full potential without being impeded by unlawful discrimination.~~

~~Discrimination in both employment and academic context is prohibited when based on any of the following protected classes:~~

- ~~Race~~
- ~~Color~~
- ~~Religion~~
- ~~Sex~~
- ~~Disability~~
- ~~Age~~
- ~~Ethnic Origin~~
- ~~National Origin~~
- ~~Sexual Orientation~~
- ~~Gender Identity~~
- ~~Family Relationship~~
- ~~Marital Status~~
- ~~Pregnancy and related conditions~~
- ~~Citizenship Status~~
- ~~Protected veterans status~~
- ~~Tobacco usage during non-working hours~~
- ~~Whistle blowing~~
- ~~Victim of Domestic Violence~~
- ~~Genetic Information~~
- ~~—~~

~~The College shall establish an annual goal for employment of protected veterans based on our district's population of protected veterans. Outreach and recruitment efforts shall be established to reach this goal.~~

~~The College shall designate at least one Section 504 coordinator in Human Resources and establish an annual 7% (statutory every 5 years) goal for employment of disabled individuals. If the College does not reach this goal, it must identify problem areas and develop action-oriented programs to address the under representation of disabled individuals. For individuals who self-disclose disabilities, the College shall enter into an interactive process to determine what, if any, accommodations are necessary.~~

~~The College shall develop, implement, and promote to both students and employees a complaint procedure for individuals who believe they have been discriminated against.~~

~~The College shall maintain a Chemeketa Community College Board of Education approved Equal Opportunity/Affirmative Action Plan and the Section 504 coordinator(s) shall report annual to the College Board of Education on the progress of the plan at reaching its goals.~~

~~**Sanctions**~~
~~Any employee engaging in behavior prohibited by this policy is subject to discipline, up to and including, termination, subject to any association contract, state law, or federal law.~~
~~Any student engaging in behavior prohibited by this policy is subject to disciplinary process as set forth in Chemeketa's Students' Rights and Responsibilities handbook.~~

~~Any vendor engaging in behavior prohibited by this policy may have their contract cancelled, within the terms and conditions of their contract.~~

~~Any member of the general public engaging in behavior prohibited by this policy may be trespassed from campus.~~

~~Retaliation~~
~~Chemeketa prohibits retaliation against an individual or group of individuals involved in~~

- ~~Filing a complaint or report under this policy~~
- ~~Filing an external complaint~~
- ~~Participating in a disciplinary process~~
- ~~Opposing in a reasonable manner an action believed to constitute a violation of this policy~~

~~Retaliation can take many forms, including, but not limited to, verbal or physical abuse, threats of violence, and/or intimidation. Actions are considered retaliatory when they have a materially adverse effect on the working, academic, or college-controlled living environment of an individual, or that hinder the individual from effectively carrying out their college responsibilities. Individuals engaging in retaliatory acts are subject to discipline as described in this policy.~~

The Board of Education desires to build a community in which opportunity is equalized, and community colleges foster a climate of acceptance, with the inclusion of employees from a wide variety of backgrounds. It agrees that diversity in the academic environment fosters cultural awareness, mutual understanding and respect, harmony and respect, and suitable role models for all students.

An equitable and inclusive hiring process is essential to improve diversity, reduce barriers to employment, and allow potential applicants the opportunity to demonstrate that they meet or exceed the minimum qualifications for employment.

The Board of Education therefore commits itself to promote the total realization of equal employment through a continuing equal employment opportunity program.

The President/CEO or designee shall develop, for review and adoption by the Board of Education, a plan for equal employment opportunity that complies with federal and state law as modified or clarified by judicial interpretation from time to time.

The President/CEO or designee shall develop hiring procedures consistent with the College's intent described above.

June 26,1991

Adopted College Board of Education

March 16, 1994; September 16, 2015; September 19, 2018

Revised College Board of Education

References:

Title VII of the Civil Rights Act of 1964 (Title VII) and 42 U.S. Code Section 2000e
The Age Discrimination in Employment Act of 1967(ADEA) and 29 Code of Federal Regulations Parts 1625 et seq.;
Americans with Disabilities Act of 1990 (ADA) and 29 Code of Federal Regulations Parts 1630 et seq.;
ADA Amendments Act of 2008 (ADAAA);
Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA) and 29 Code of Federal Regulations Parts 1635.1 et seq.;
29 Code of Federal Regulations Parts 1601.1 et seq. – Discrimination based on National Origin;
29 Code of Federal Regulations Parts 1606 et seq. – Religious Discrimination;
Pregnancy Discrimination Act of 1978 (PDA) and 29 Code of Federal Regulations Part 1604.10;
ORS 659A

Standard Report-1
November 18, 2026

PERSONNEL REPORT

Prepared by

Courtney Saldivar, Associate Vice President—Human Resources
Alice Sprague, Vice President—Governance and Administration

NEW HIRES

Ash S. Connell-Gonzalez, Educational, Guidance and Career Advisor/Coordinator 2—Student Accessibility and Testing Services, Student Affairs Division, 100 percent, 12-month assignment, Grade 16, Step 5.

Jerahmei D. Howell, Janitor and Cleaner 2—Capital Projects and Facilities, College Support Services Division, 100 percent, 12-month assignment, Grade 6, Step 5.

William “Will” I LaDuca, Executive Assistant—Legal Resources, Governance and Administration Division, 100 percent, limited duration 12-month assignment, Grade B4, Step 3.

Kimberly A. McAloney, Project Management Specialist 2—Grants, Governance and Administration Division, 100 percent, 12-month assignment, Grade 18, Step 5.

Lila J. Medina, Educational, Guidance, and Career Advisor Associate 2—Career and Technical Education (CTE), Academic Affairs Division, 100 percent, 12-month assignment, Grade 13, Step 4.

Jeffrey J. Nesemann, Janitor Cleaner 2—Capital Projects and Facilities, College Support Services Division, 100 percent, 12-month assignment, Grade 6, Step 5.

Maribel Ramirez Magana, Janitor Cleaner 2—Capital Projects and Facilities, College Support Services Division, 100 percent, 12-month assignment, Grade 6, Step 5.

Adrianne Shabi, Educational, Guidance, and Career Advisor/Coordinator 2—College Access Programs, Student Affairs Division, 100 percent, 12-month assignment, Grade 16, Step 5.

Jeanna M. Stegman, Payroll Analyst 3—Human Resources, Governance and Administration Division, 100 percent, 12-month assignment, Grade 19, Step 5.

POSITION CHANGES

Leopoldo “Leo” Alvarez-Cisneros, Administrative Assistant 2—Agriculture Sciences and Technology, Academic Affairs Division, 100 percent, 12-month assignment, Grade 11, Step 5, from Administrative Assistant 2, Chemeketa Center for Business and Industry (CCBI), Workforce Innovation and Strategic Engagement (WISE) Division.

RETIREMENTS

Michael L. Dahl, Mechanical Installation, Maintenance, and Repair Assistant 2—Capital Projects and Facilities, College Support Services Division, effective October 1, 2026.

SEPARATIONS

Jennifer “Jenn” Catherine Fox, Administrative Assistant 2—Yamhill Valley Campus (YVC), Academic Affairs Division, effective November 13, 2026.

Jordan R. Vance, Learning Support Specialist 2—General Education and Transfer Studies, Academic Affairs Division, effective October 19, 2026.

Standard Report-2
November 18, 2026

BUDGET STATUS REPORT

Prepared by

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

The following items are included in the agenda:

The following financial reports for the period of July 1, 2026, through October 31, 2026, will be presented during the board meeting:

- General Fund Revenue and Expense Statement
- General Fund Budget Status Report
- Quarterly Update of Other Funds

Chemeketa Community College
Statement of Resources and Expenditures
As of October 31, 2026

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
Resources:				
Beginning Fund Balance*	18,165,210	-	0.00%	(18,165,210)
Property Taxes	32,559,702	251,809	0.77%	(32,307,893)
Tuition and Fees	23,716,927	10,249,681	43.22%	(13,467,246)
State Appropriations - Current	32,767,617	21,705,715	66.24%	(11,061,902)
State Appropriations - Carryover from FY26	10,862,755	10,862,755	100.00%	-
Indirect Recovery	1,288,721	400,797	31.10%	(887,924)
Interest	2,193,676	653,984	29.81%	(1,539,692)
Miscellaneous Revenue	278,560	47,769	17.15%	(230,791)
Transfers In	411,472	461,472	112.15%	50,000
Total Resources	**122,244,640**	**44,633,982**	36.51%	**(77,610,658)**
Expenditures:				
Instruction	45,522,303	11,372,177	24.98%	34,150,126
Instructional Support	16,140,868	5,303,705	32.86%	10,837,163
Student Services	12,813,341	3,847,634	30.03%	8,965,707
College Support Services	23,255,771	7,489,884	32.21%	15,765,887
Plant Operation and Maintenance	9,865,315	2,606,321	26.42%	7,258,994
Transfers	5,530,136	2,783,273	50.33%	2,746,863
Total Expenditures (Excluding Contingency)	**113,127,734**	**33,402,994**	29.53%	**79,724,740**
Contingency	9,116,906	-	0.00%	9,116,906
Total Expenditures	**122,244,640**	**33,402,994**	27.32%	**88,841,646**

* The Beginning Fund Balance Year-to-Date Actual amount will be added once the audit is completed.

Chemeketa Community College
Budget Status Report
As of October 31, 2026

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance	
6110	Exempt Salaries	12,670,069	4,256,725	8,431,012	(17,668)	
6120	Classified Salaries	19,186,860	5,773,751	11,751,175	1,661,934	
6124	Part-Time Hourly & Student Wages	1,207,313	257,984	-	949,329	
6130	Faculty Salaries	20,531,082	4,533,451	13,885,437	2,112,194	
6132	Part-Time Faculty	10,206,059	3,337,717	2,216,375	4,651,967	
6510	Fixed Fringe Benefits	11,910,898	3,348,061	-	8,562,837	
6511	Variable Fringe Benefits	20,684,899	5,562,985	-	15,121,914	
6512	Other Fringe Benefits	450,000	108,560	-	341,440	
Subtotal Personnel Services		**96,847,180**	**27,179,234**	**36,283,999**	**33,383,947**	**28.06%**

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance	
710	Materials & Services	1,692,182	270,055	3,171	1,418,956	
720	Equipment $500-$4,999	131,768	59,367	957	71,444	
7300	Legal Services	241,120	35,843	-	205,277	
7310	Insurance	1,365,601	1,307,792	-	57,809	
7320	Maintenance	425,703	72,079	4,239	349,385	
7330	Communications	889,763	105,505	-	784,258	
7340	Utilities	2,849,342	497,443	59,873	2,292,026	
7350	Staff Development	157,083	47,272	-	109,811	
7360	Travel	348,069	84,249	-	263,820	
7370	Other Services	2,149,787	920,840	280,383	948,564	
7550	Capital Outlay	500,000	40,042	111,345	348,613	
8150	Transfers Out	5,530,136	2,783,273	-	2,746,863	
Subtotal Non-Personnel Services		**16,280,554**	**6,223,760**	**459,968**	**9,596,826**	**38.23%**
8500	Contingency	9,116,906	-	-	9,116,906	
Report Totals		**122,244,640**	**33,402,994**	**36,743,967**	**52,097,679**	**27.32%**

Standard Report-3
November 18, 2026

CAPITAL PROJECTS REPORT

Prepared by

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

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BOND PROJECTS

Community Fields/Courts Upgrades

This project encompasses the renovation of the baseball and softball fields, incorporating artificial turf surfaces and updated lighting systems. These enhancements are designed to improve drainage and broaden the availability of the facilities for both Chemeketa and community teams, allowing for utilization during adverse weather conditions and extending the operational hours past sunset.

Update: The soccer field is complete and delivered to the college late in October. Demolition and replacement of the former tennis court surface have reached completion. Application of the final colored court surfacing is scheduled for spring 2027, with temporary play lines marked for use throughout the winter term. Design work for the new field house, positioned between the baseball, softball, and soccer fields, is progressing rapidly, with construction anticipated to begin this winter.

Building 7 Renovation

The goal of this project is to realize the full potential of the existing facility to promote and support the physical and wellness-related educational offerings and activities, and to revitalize and preserve an aging and outdated asset that has tremendous potential to serve the needs of the college community. In realizing these initial goals, we send a message to our community that vitality and wellness are important aspects of both academic and lifetime achievement.

Update: Major construction this fall focuses on building structural supports, installing roof framing and skylights, building interior and exterior masonry walls, and placing underground plumbing and overhead electrical systems. While roofing systems remain under construction, the building is weather proof and prepared for the upcoming rainy season.

Trades Center

The project will provide flexible lab and shop space to expand hands-on training in high-demand trades such as welding, ironworking, and carpentry. It will help to strengthen partnerships with industry, support apprenticeships and workforce training, and prepare students for family-wage careers that meet the region’s economic needs.

Update: The project team and CM/GC partner are actively refining construction documents to align with established budget parameters. Following strategic scope adjustments, renovations for Building 33 have been rescheduled for fall 2027. This shift enables the project team to prioritize architectural designs for the new Trades Center facility and complementary instructional spaces within Building 42, addressing key programmatic requirements and high-demand operational needs. Construction of the new facility and supporting spaces in Building 42 are anticipated to begin early in 2027.

Blue Parking Lot
The Blue Parking Lot is slated for a complete overhaul due to its deteriorated condition, primarily stemming from insufficient subgrade support beneath the asphalt. This critical project aims to not only replace the failing infrastructure but also to implement a modernized layout that prioritizes pedestrian and vehicular safety. Furthermore, the redesign will incorporate modern stormwater treatment solutions, bringing the lot into compliance with current regulations and best practices.

Update: This project is substantially complete. Final utility authorization for the primary power system has been approved. The project team and general contractor are actively collaborating with the utility vendor to establish permanent service and finalize all outstanding punch-list items.

Woodburn Science Lab
This project will create a science lab at the Woodburn Center to facilitate the completion of the Associate of Arts Oregon transfer program by local students.

Update: Over the summer, the project team conducted a thorough assessment of options to establish a new laboratory space aligned with institutional goals. Following this review, the decision was finalized to build a dedicated addition, which optimizes the site's restricted footprint while delivering superior cost-efficiency compared to remodeling existing structures. With the overall budget and project parameters now defined, the team is actively engaging faculty and staff throughout the fall term to gather additional programmatic input. Construction of the new science lab facility is currently scheduled to commence in spring or summer 2027.

See Appendix-2; Campus Maps, Pages 45–46.

Standard Report-4
November 18, 2026

RECOGNITION REPORT

Prepared by

Jessica Howard, President/Chief Executive Officer

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

The Institutional Advancement Team (Marketing and Foundation) for winning 2 Gold Medallion Awards (Podcast and Annual Report categories) and a Bronze Medallion for the Employee Newsletter. The awards were announced at the recent National Council for Marketing and Public Relations (NCMPR).

Chemeketa Community College and Asociación Hispana de la Industria del Vino en Oregon y Comunidad (AHIVOY) were recently honored with the Mabel K. Edmonds Excellence in Equity Award from the National Council for Workforce Education (NCWE). This award recognizes the partnership's work to expand educational access and career advancement opportunities for vineyard stewards whose expertise and contributions are essential to Oregon's wine industry. Through Spanish-language instruction, college credentials, and financial support, the partnership helps remove longstanding barriers and opens pathways to leadership and professional growth. We are grateful for the dedication of BRYAN BERENGUER, PAUL DAVIS, MEGAN JENSEN, MIGUEL LOPEZ, ELENA RODRIGUEZ, and our AHIVOY and college partners whose collaboration and commitment made this work and national recognition possible.

SAGE FREEMAN, Associate Dean, and LAYLI LISS, Dean, presented at the Oregon Community College Association's annual conference on behalf of the Oregon Community College Distance Learning Association. Their presentation, "Power in Partnership: Turning Collaboration into Savings and Impact," highlights the work conducted by the Association providing access to mission critical resources such as digital accessibility platforms, professional development funding, and an AI literacy community of practice.

SUSANA GARCIA, Workforce Programs Coordinator, represented the college at the National Council for Workforce Education (NCWE) annual conference. Her presentation, "Beyond the Safety Net: Higher Leveraging SNAP E&T for Holistic Student Success," highlighted how the college utilizes the STEP Program's 50% federal reimbursement model to fund essential wraparound services—such as childcare, textbooks, and transportation. Susana demonstrated how strategic third-party partnerships strengthen student retention, promote equity, and help learners earn high-value credentials while maintaining vital benefits.

Faculty member MICHAEL CONNOR (Early Childhood Ed) and Instructional Coordinator LAINA SHEIR (Emergency Services & Diesel Tech) completed Chemeketa's Center for Academic Innovation's Accessibility Challenge. Michael and Laina created and delivered an action plan to improve the digital accessibility of their course materials. Doing so makes their course materials easier to use and understand for all students.

Separate Action-1
November 18, 2026

APPROVAL OF RETIREMENT RESOLUTION NO. 26-27-08, MICHAEL L. DAHL [26-27-112]

Prepared by

Courtney Saldivar, Associate Vice President—Human Resources
Alice Sprague, Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached is the resolution honoring Michael L. Dahl, who retired effective October 1, 2026.

It is recommended that the College Board of Education adopt Resolution No. 26-27-08, Michael L. Dahl.

Separate Action-1
November 18, 2026

RETIREMENT RESOLUTION NO. 26-27-08,
MICHAEL L. DAHL

WHEREAS, Michael L. Dahl began his 20-year, 8-month association, as a salaried employee, with Chemeketa Community College in February 2006; and

WHEREAS, Michael L. Dahl gave dedicated service to Chemeketa Community College currently as a Mechanical Installation, Maintenance, and Repair Assistant 2, Capital Projects and Facilities, College Support Services Division,

BE IT RESOLVED, that upon his retirement date of October 1, 2026, the College Board of Education hereby honors and commends Michael L. Dahl for his loyalty, dedication, and personal commitment to Chemeketa Community College.

Betsy Earls
Board Chairperson

Jessica Howard
President/Chief Executive Officer

APPROVAL OF COLLEGE POLICIES: CHAPTER 3—GENERAL INSTITUTION BP 3100–~~CONCEPT OF ADMINISTRATIVE ORGANIZATION~~ ORGANIZATIONAL STRUCTURE; BP 3200–ACCREDITATION; BP 3280–GRANTS; AND BP 3300–PUBLIC RECORDS [26-27-113]

Prepared by

Kara Parker—General Counsel
Alice Sprague, Vice President—Governance and Administration

BP 3100—~~CONCEPT OF ADMINISTRATIVE ORGANIZATION~~ ORGANIZATIONAL STRUCTURE

This policy was last reviewed by the Board in November 2019. As part of the College's continuing project of aligning its policies with OCCA model policies, this policy has minor revisions and a title change. The proposed text aligns exactly with OCCA's model policy. It is currently named "Concept of Administrative Organization", and we propose to rename it to "Organizational Structure" to align with OCCA's name. All current text, as well as the policy title, have been stricken with lines, and all new text is underlined. The elements of the current text that are stricken that are not addressed in the proposed new text are addressed in other policies, such as BP 2430 (Chemeketa Community College Board of Education Delegation of Administrative Authority), BP 2420 (President of the College/CEO), and BP 2433 (College Board of Education and President/CEO Relationship).

BP 3200—Accreditation

This policy is a new policy. OCCA recommends adoption of this policy.

BP 3280—Grants

This policy was last reviewed by the Board in June 2018. This policy has minor revisions. The proposed text aligns exactly with OCCA's model policy. This policy was reviewed and approved by the Director of Grants. This policy change would mean that the Board would no longer be required to approve the acceptance of each grant. It would vest in the president the power and responsibility to establish procedures for the timely application and processing of grants and to ensure that any grants applied for would directly support the purposes of the College. All current text has been stricken with lines, and all new text is underlined.

BP 3300—Public Records

This policy is a new policy. OCCA recommends adoption of this policy.

Governance and Administration recommends that the Board of Education approve the adoption/revision of BP 3100, Concept ~~of Administrative Organization~~ Organizational Structure; BP 3200, Accreditation; BP 3280, Grants; and BP 3300, Public Records as noted above.

Chapter 3 – General Institution

BP 3100 – ~~Concept of Administrative Organization~~ Organizational Structure

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~~The basic authority for the administration of Chemeketa Community College resides in the office of the college president/chief executive officer. The college president/chief executive officer derives authority from the Chemeketa Community College Board of Education. The college president/chief executive officer is responsible for the formulation of college policies requiring Board of Education approval; all recommendations for College Board of Education action; and the implementation of College Board of Education policies, college procedures, and other actions.~~

~~The college president/chief executive officer may delegation functions to employees. These duties and responsibilities are outlined as a guide to incumbents in these positions. They do not in any way limit the responsibility or basic authority of the college president/chief executive officer for the administration of any part of the district's function.~~

~~The college president/chief executive officer shall be responsible for preparing an administrative organization chart and updating it annually. A copy of the organizational chart will reside in the office of the college president/chief executive officer, and will be posted on the internal website and available upon request.~~

The president/chief executive officer shall establish organizational charts that delineate the lines of responsibility and fix the general duties of employees within Chemeketa Community College.

July 17, 1985_____
Adopted Board of Education

March 15, 2006; February 17, 2010; March 20, 2013; July 20, 2016; November 20, 2019_
Revised Board of Education

References:
Former Policy # POL 2010
NWCCU (to be renamed Northlight October 2026) Standard 2.A.2.

Chapter 3 – General Institution

BP 3200 – Accreditation

The president/CEO shall ensure that the College complies with the accreditation process and standards of Northlight[1] Accreditation Commission and of other College programs that seek special accreditation.

The president/CEO shall keep the Board of Education informed of approved accrediting organizations and the status of accreditations.

The president/CEO shall ensure that the Board of Education is involved in any accreditation process in which Board of Education participation is required.

The president/CEO shall provide the Board of Education with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

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Adopted Board of Education

References:
NWCCU (to be renamed Northlight October 2026) Standard 2.A.1.

[1] Northlight is formerly known as the Northwest Commission on Colleges and Universities and was renamed in October 2026.

Chapter 3 – General Institution

BP 3280 – Grants

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

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

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

The Board of Education will be informed about all grant applications made and grants received by the College.

The president/CEO shall establish procedures to assure timely application and processing of grant applications and funds, and that the grants that are applied for directly support the purposes of the College.

June 26, 1991_____
Adopted Board of Education

February 15, 2006; September 23, 2009; January 16, 2013; December 16, 2015; June 20, 2018_
Revised Board of Education

References:
Former Policy # POL 1730

Chapter 3 – General Institution

BP 3300 – Public Records

The president/CEO shall establish procedures for records management, including access by the public, that comply with the requirements of the state's open meeting and public records access laws.

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Adopted Board of Education

References:
ORS 192.311 – 192.478

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.

Discover Chemeketa Community College

EO/AA/ADA/Title IX institution

Approved by College Board of Education 10.19.2022



Building directory on reverse side

Building and Primary Function(s)

001 1st Floor: Bookstore
001 2nd Floor: Faculty Offices; Cooperative Work Experience
002 1st Floor: Advising & College Access Programs (CAMP, TRIO, Upward Bound); Chemeketa Completion Program; College Access; Information Center; Multicultural Center; Planetarium; Student Accessibility Services; Student Life; Veterans Resource Center
002 2nd Floor: Basic Navigator Needs; Business Services; Career Center; Counseling & Student Support Services; Enrollment Center; Financial Aid; Graduation Services; Human Resources; Intercultural Resource Center; President's Office; Procurement; Safe Haven; Student Affairs; Student Recruitment; Student Success Center; Title IX Office; Veterans Services
003 1st Floor: Gretchen Schuette Art Gallery; Classrooms
003 2nd Floor: Academic Affairs; Classrooms; Computer Science Faculty; Math Hub; Math Faculty; Placement Assessment; Testing Center
004 1st Floor: Automotive Program; Electronics Program; Faculty Offices
004 2nd Floor: Visual Communications; Robotics; Electronics & Networking Programs; Faculty Offices
005 1st Floor: Art Classrooms
005 2nd Floor: Classrooms; Foundation, Marketing & Public Relations; Grants; Public Information
006 1st Floor: Auditorium; Classrooms
006 2nd Floor: Classrooms; Employee Development
007 Gymnasium; Physical Education Classrooms
008 1st Floor: Dental Clinic; Health & Science Classrooms; Café 8
008 2nd Floor: Health & Science Classrooms
009 1st Floor: Classrooms; The Center for Academic Innovation; Academic Effectiveness; Chemeketa Press; Institutional Research & Reporting; Media Studio
009 2nd Floor: Library, Academic Support Center (Tutoring & Writing Centers); Student Computer Center; Study Rooms
012 Information Booth
014 Fire Programs
015 Burn Tower
020 Drafting; Engineering; Machining Program; Faculty Offices
021 Welding Program
022 Academic Development (ESOL, GED/ABE, HEP, STEP Program); Information Technology; ICAP Program; STEP Program; TANF Jobs Program
033 Apprenticeship Programs
036 SOAR Program
037 Faculty Offices
038 Public Safety
039 Child Development Center
040 Facilities & Operations
041 Facilities & Operations; Shipping & Receiving
042 Genuine Foods Catering Kitchen; Taco Stand
043 Copy Center; Mail Room; Recycling
044 Facilities
045 Activity Field
046 Greenhouse
048 Conference Rooms; MaPS Credit Union
049 High School Partnerships; Mid-Willamette Education Consortium, Youth GED Options
050 Roberts at Chemeketa
051 Roberts at Chemeketa
052 Classrooms
053 Department of Human Services
058 Facilities & Operations Annex
060 Agricultural Sciences
061 Pavillion; Chemeketa Market
062 Greenhouse

Area or Service—Building/Room

Academic Affairs—3/272
Academic Development (ESOL, GED/ABE, HEP, STEP Program; ICAP Program, TANF Jobs Program)—22/100
Academic Support Center (Tutoring & Writing Centers)—9/Second Floor
Admissions—2/200
Advising—2/110
Art Gallery—3/122
Athletics—7/103
Auditorium—6/115
Boardroom—2/170
Bookstore—1/First Floor
Business Services—2/202
Career Center—2/230
CCBI, Business Programming & ECE—1/204
Chemeketa Cooperative Regional Library Service—9/136,130
Chemeketa Online—9/106
Chemeketa Press—9/105
Cooperative Work Experience—1
Copy Center—43
Counseling Services—2/230
Dental Clinic—8/101
Employee Development Center—6/218b
English for Speakers of Other Languages—22/100
Enrollment Center—2/200
Executive Dean of Students—2/208
Extended Learning—3/252
Financial Aid—2/200
First Aid—2/173
Food Service—2/First Floor, 8, & 42
Foundation—5/264
Genuine Foods—42
General Information (Welcome Center)—2/110
Gymnasium—7
Human Resources—2/214
Information Technology—22/138
Library—9/Second Floor
Lost & Found—2/173
Mail Room—43
Multicultural Center—2/177A
Parking Permits—2/173 Public Safety
Planetarium—2/171
Posting Notices on Campus—2/176
President's Office—2/216
Public Information—5/266
Public Safety—38—503.399.5023
Registration—2/200
Scholarships—5/266
Student Accessibility Services—2/174
Student Affairs—2/208
Student Center—2/179
Student Clubs—2/176
Student Computer Center—9/Second Floor
Student Resources—2/230
Student Success Center—2/210
Television Studio—9/162
Testing Center—3/267
Transcripts—2/200
Transfer Information—2/110
Tutoring Center—9/Second Floor
Vending Machine Refunds—1/First Floor Bookstore
Veterans Services—2/201
Veterans Resource Center—2/116
Writing Center—9/Second Floor

Instructional Department Offices

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

Restrooms

Single Occupancy

Building 2—First floor
Building 4—Second floor
Building 5—Second floor
Building 6—First floor
Building 8—First floor
Building 20—First floor
Building 36—First floor
Building 37—First floor
Building 38—First floor
Building 40—Second floor
Building 50—First floor
Building 51—First floor

Lactation/Wellness Room

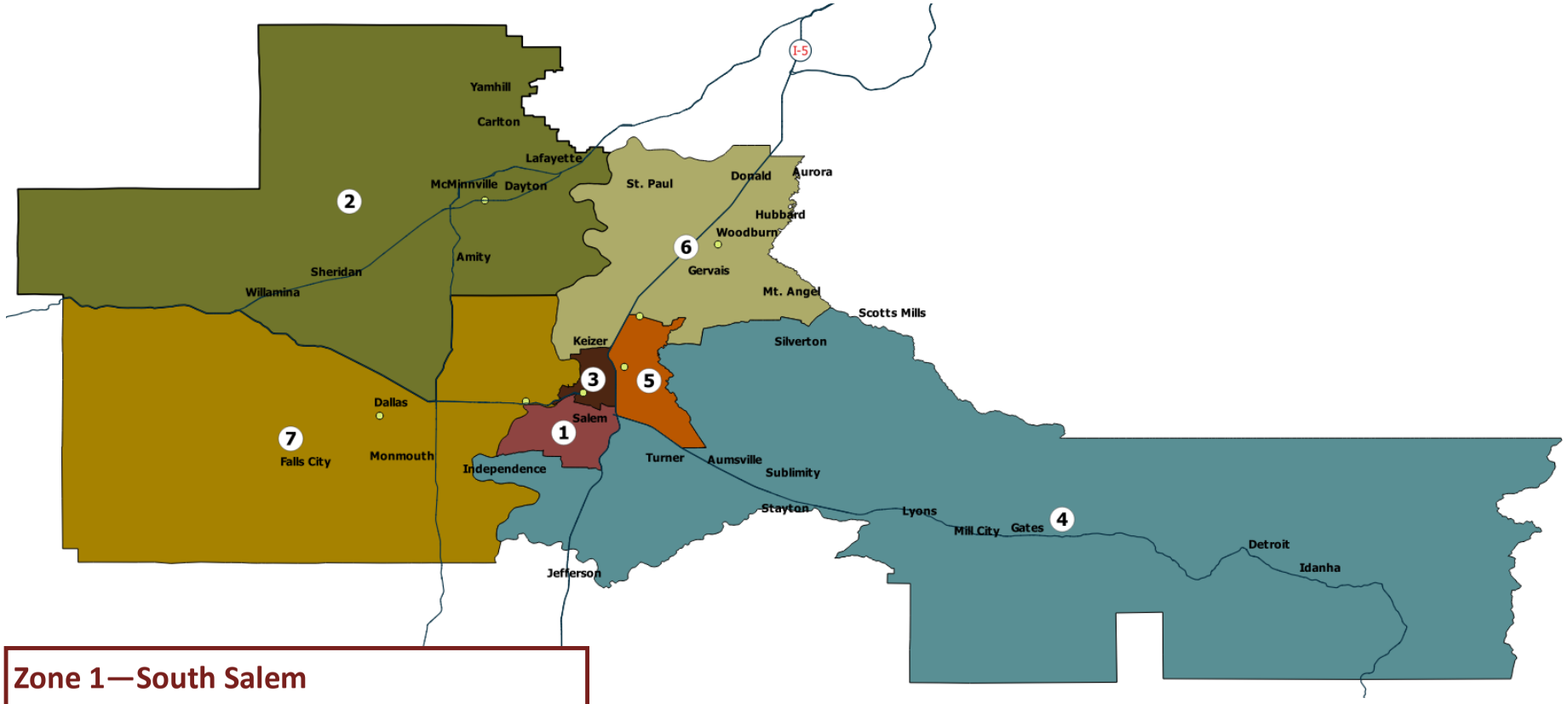
Building 2—Room 181
Building 5—Room 262
Building 8—Room 1064
Building 20—Room 815
Building 22—106A
Building 60—Room 815

Elevators

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

Revised September 2023

Chemeketa Community College
Board Zone Boundary Maps and Descriptions



Zone 1—South Salem

Zone 2—Yamhill County

Zone 3—North Salem

Zone 4—South Marion County

Zone 5—East Salem

Zone 6—North Marion County

Zone 7—Polk County

Board Members

ZONE 1 Iton Udosenata

ZONE 2 Birgitte Ryslinge, Vice Chair 2026-2027

ZONE 3 Neva Hutchinson

ZONE 4 Theresa Haskins

ZONE 5 Jackie Franke

ZONE 6 Diane Watson

ZONE 7 Betsy Earls, Chair 2026-2027

Produced by the Institutional Research Office at Chemeketa Community College