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

Regular Meeting

December 14, 2022

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

December 14, 2022

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

Administration Updates	4:30–5 pm	Web Conferencing
Regular Session	5 pm	Web Conferencing/Livestream, Salem Campus, Building 2, Room 170—Board Room
A. Call to Order		
B. Pledge of Allegiance		
C. Chemeketa Land Acknowledgment		1
D. Roll Call		
E. Comments from the Public		
F. Approval of Minutes —Workshop and Regular Board Meeting of November 16, 2022 Jessica Howard, President/Chief Executive Officer (CEO)		2–7
G. Reports		
1. Reports from the Associations		
a. Peter Wirfs	Associated Students of Chemeketa (ASC)	8–9
b. Steve Wolfe	Chemeketa Faculty Association	10
c. Aaron King	Chemeketa Classified Employees Association	11–12
d. Gaelen McAllister	Chemeketa Exempt Employees Association	13–14
2. Reports from the College Board of Education		
H. Information		
1. Affirmative Action Annual Report David Hallett, Vice President—Governance and Administration		15–25
2. Equity Scorecard Jessica Howard, President/CEO		26–40
3. Cultural Competency Update Jessica Howard, President/CEO		41–44
4. Academic Calendar for 2025–2026 Michael Vargo, Vice President—Academic Affairs		45–47
5. Statement of Budget Principles 2023–2024 Aaron Hunter, Associate Vice President/Chief Financial Officer		48–51

6.	2021–2022 Financial Aid and Veterans Services Update Bruce Clemetsen, Vice President—Student Affairs		52
I. Standard Reports			
1.	Personnel Report David Hallett, Vice President—Governance and Administration		53–54
2.	Budget Status Report Aaron Hunter, Associate Vice President/CFO		55–58
3.	Capital Projects Report Aaron Hunter, Associate Vice President/CFO		59–60
4.	Recognition Report Jessica Howard, President/CEO		61
J. Separate Actions			
1.	Approval of Retirement Resolution No. 22-23-20, Bruce Clemetsen David Hallett, Vice President—Governance and Administration	[22-23-111]	62–63
K. Action			
Consent Calendar Process (Items will be approved by the consent calendar process unless withdrawn at the request of a member of the board. Item or items requested to be removed by a member of the board will be removed from the consent calendar by the chairperson for discussion. A separate motion will then be required to take action on the item in question.)			
1.	Approval of Advisory Committees for 2022–2023 Michael Vargo, Vice President—Academic Affairs	[22-23-112]	64–98
2.	Approval of College Policies #BP1510—Auditor for the Chemeketa Community College Board of Education, #BP1530—Budget Officer, and #BP1540—Custodian of Funds David Hallett, Vice President—Governance and Administration	[22-23-113]	99–103
L. Appendices			
1.	Vision – Mission – Values		104
2.	Campus Map		105–106
3.	District Map		107
M. Future Agenda Items			
N. Board Operations			
O. 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 of 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, OR 97305.

To request this publication in an alternative format, please call 503.399.5192.

Land Acknowledgement
December 14, 2022

CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT

Prepared by

Ron Pittman, 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
December 14, 2022

APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meeting of November 16, 2022, 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
December 14, 2022

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

November 16, 2022

I. WORKSHOP

Ron Pittman, Chair, called the workshop to order at 4:35 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; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; and Bruce Clemetsen, Vice President, Student Affairs.

Chemeketa Pathways and Early Momentum Metrics (EMMs)

Don Brase, Executive Dean, General Education and Transfer Studies, and Julie Peters, Dean, Academic and Organizational Effectiveness, presented on Chemeketa Pathways and Early Momentum Metrics (EMMs). Topics covered included: Chemeketa Pathways Updates - Pillar 1, clarify the path; Pillar 2, enter the path; Pillar 3, stay on the path; and Pillar 4, ensure learning and track progress. The EMMs section covered the Oregon Community College Association (OCCA) EMMs statewide comparison report for April 2022, which addressed credit accumulation, persistence, gateway courses data, and OCCA report findings.

Board members asked clarifying questions during the workshop. Julie Peters will bring EMMs reports back to the board quarterly.

The workshop ended at 5:01 pm.

II. ADMINISTRATION UPDATES

Ron Pittman, Chair, called the meeting to order at 5:10 pm.

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; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; and Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance.

Updates were discussed with the board regarding the Association of Community College Trustees ACCT National Legislative Summit, proposed bond measure updates, President's monthly report to board, President's 2022–2023 goals, and board agenda preview.

A recess was taken at 5:54 pm.

III. REGULAR SESSION

Minutes
December 14, 2022

Meeting Minutes
Chemeketa Board of Education
November 16, 2022
Page 2

A. CALL TO ORDER

Ron Pittman, Chair, reconvened the board meeting at 6:03 pm. The meeting was held in the Board Room, Building 2, Room 170, at the Salem Campus.

B. PLEDGE OF ALLEGIANCE

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; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, 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); Aaron King, Chemeketa Classified Association (CCA); and Gaelen McCallister, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC

<u>Commenter Name</u>	<u>Topic</u>
Chris Nord	Faculty perspective on budget priorities
Shannon Othus-Gault	College communication - pathways
Amanda Knopf	Budget reduction decisions
Traci Hodgson	Enrollment consequences of cutting full-time faculty positions
Simone Hughes	Budget reductions
Kip Carlson	Budget reductions
Kisha McIntosh	Budget
Aaron King	Student support and staffing shortages
Karen Edwards	Loss of a full-time position

F. APPROVAL OF MINUTES

Jackie Franke moved, and Ken Hector seconded a motion to approve the College Board of Education minutes from October 19, 2022.

The motion CARRIED.

G. SEPARATE ACTION

Approval of Retirement Resolution No. 22-23-05, Carl J. Bauman; No. 22-23-07, Aileen Collins; No. 22-23-08, Janice “Jannie” Crossler-Laird; No. 22-23-09, Nancy L. Espinosa; No. 22-23-10, Rebecca L. Hillyer; No. 22-23-11, Bruce B. Irvin; No. 22-23-12, Gary D. Kuhn; No. 22-23-13, Gregg W. Lander; No. 22-23-14, Renee J. Lane; No. 22-23-15, Eduardo

Minutes
December 14, 2022

Meeting Minutes
Chemeketa Board of Education
November 16, 2022
Page 3

Francisco Martínez; No. 22-23-16, Cassandra J. “Cassie” Pilkenton; No. 22-23-17, Jerry S. Oei; No. 22-23-18, Dawn C. Williams; and No. 22-23-19, Maurilio Vasquez Frias. Board members read each retirement resolution. These fourteen employees represent a total of 286 years and 8 months service. Rebecca Hillyer, Gary Kuhn, Renee Lane, and Eduardo Martinez each said a few words.

H. REPORTS

Reports from the Associations

Peter Wirfs, Associated Students of Chemeketa (ASC) said his report stands as written. Diane Watson stated she is impressed with all of the student involvement and activities.

Steve Wolfe, Chemeketa Faculty Association (CFA), thanked the staff and faculty for their public comments, shared the concerns that were expressed, and noted the report outlines some of those. Steve added additional comments regarding budget reductions for next year.

Aaron King, Chemeketa Classified Association (CCA), said the report stands as written and noted there were twelve classified employees that had taken the early retirement incentive. Aaron thanked them for their service.

Gaelen McCallister, Chemeketa Exempt Association, said the report stands as written and noted the exempt event in support of the food pantry raised \$435 and, since the beginning of the employee giving campaign, there have been 25 new or additional donors to annual giving and there are now 53 exempt members who are donors to the foundation.

Reports from the College Board of Education

Ed Dodson attended the Marion County Reentry Initiative breakfast, all-staff meeting, Oregon Community College Association (OCCA) fall conference, Veterans breakfast celebration, quarterly meeting with Jessica, Chemeketa Press party, and cultural competency training.

Ken Hector attended the Association of Community College Trustees (ACCT) conference, broadband meeting, OCCA fall conference, Veterans breakfast celebration, cultural competency training, quarterly meeting with Jessica, Cascade School District board meeting with Jessica and the Foundation Board meeting.

Jackie Franke attended the Marion County Reentry Initiative breakfast, quarterly meeting with Jessica, monthly planning meeting for the Community and Partners of East Salem monthly meeting, East Salem Rotary fundraising planning meeting, meeting with Marie Hulett, Executive Director, Institutional Advancement, and Jamie Wenigmann, Foundation Director, regarding setting up a scholarship, YMCA annual lunch, three East Salem Rotary meetings, Hope Station annual dinner, and the cultural competency training.

Betsy Earls attended two Mid Willamette Valley Council of Government (MWVCOG) legislative meetings.

Diane Watson attended the Jane Brown Chemeketa Autism presentation, Marion County Reentry Initiative breakfast, OCCA fall conference, lunch meeting with Keizer Mayor Cathy

Minutes
December 14, 2022

Meeting Minutes
Chemeketa Board of Education
November 16, 2022
Page 4

Clark, OCCA Diversity, Equity, and Inclusion committee meeting, Veterans breakfast celebration, quarterly lunch with Jessica, and cultural competency training.

Neva Hutchinson attended the Marion County Reentry Initiative breakfast, OCCA fall conference, agenda review, Veterans breakfast celebration, and the cultural competency training.

Ron Pittman attended the ACCT conference, OCCA fall conference, agenda review, meeting with Danielle Hoffman and Paul Davis at Yamhill Valley Campus (YVC), and cultural competency training.

I. INFORMATION

2021–2022 Student Initiated Fee Budget Report

Peter Wirfs, ASC Executive Director, presented a PowerPoint on the Student Initiated Fee (SIF) that was implemented during 2021–2022. Peter discussed the SIF revenue distribution by location and term, expenditures by campus and category, and the Salem campus 2022–2023 budget.

Advisory Committees for 2022–2023

Marshall Roache, Executive Dean, Career and Technical Education (CTE) noted the significant role advisory committees contribute to the CTE programs. There are now 495 community members and college staff who participate in 33 advisory boards, and the college is making a large effort to increase the representation within the three counties served. There is also representation from a number of counties outside the college area. The Advisory Committee Handbook has been redone, and a new outward-facing website has been launched for the advisory committees to utilize.

College Policies #BP1510—Auditor for the Chemeketa Community College Board of Education; #BP1530—Budget Officer; and #BP1540—Custodian of Funds

David Hallett noted there are three board policies in front of the board as an information item. BP1510 reflects a pronoun change, BP1530 has undergone a regular review, and BP1540 reflects a word change that reflects the college's current practice. At the December meeting the board will be asked to approve these changes.

J. STANDARD REPORTS

Personnel Report

Alice Sprague said the report stands as written, noted that one of the six new positions is non-general fund, and congratulated the retirees.

Budget Status Reports

Aaron Hunter reviewed the Statement of Resources and Expenditures. Property taxes are starting to come in and the majority will be received in November, the October tuition and fees are current and reflect the refunds generated, and the state appropriations current line item reflects one payment because the second one was received at the deadline and will be shown on next month's report. On the Budget Status report, both percentages spent to the year are consistent with the prior year. On the Status of Investments, the short-term fund rates have

Minutes
December 14, 2022

Meeting Minutes
Chemeketa Board of Education
November 16, 2022
Page 5

been growing over the last several months and the short-term fund is reflective of that as well. One maturity has come off the list, and two new investments have been added.

Capital Projects Report

Aaron Hunter noted that the Ag Complex detention pond project has been completed, the remodel of modular buildings is in process, and some of the HVAC upgrades have been installed.

Recognition Report

Jessica Howard acknowledged all the employees in the written report.

K. APPENDICES

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

L. FUTURE AGENDA ITEMS

None were heard.

M. BOARD OPERATIONS

Ron Pittman noted he's been using the new vision as his tagline at McMinnville Greeters.

N. ADJOURNMENT

The meeting adjourned at 7:33 pm.

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

Board Chair

Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Peter Wirfs, ASC Executive Coordinator

ASC / MULTICULTURAL STUDENT SERVICES (MSS) PAST EVENTS

Dia De Los Muertos Celebration

- On November 3, Multicultural Student Services hosted a Dia De Los Muertos Celebration. This event hosted local artist and educator, Samuel Becerra, who painted handmade cantrina with students. In addition to that, he brought a Peruvian band who performed music from the Andes. Street Tacos were also served to the students.

Micronesian (MIC) Community Outreach

- MSS hosted an outreach event for Salem's local Micronesian community on November 5. This event was culturally mindful of their needs and provided specialized food boxes, and a vaccination clinic and dental services were available.

Indigenous People's Day

- Chemawa Indian School Performing Arts Club came and performed on November 9. They shared Native American culture with students as they performed their routine.

Cornhole Tournament

- On November 15, the ASC hosted a Cornhole Tournament for all students to attend. There were large prizes for first, second, third places. Fifteen students came to play competitive cornhole.

PTK Induction Ceremony

- On November 18, Sam Ashburn (PTK President) and Cynthia Robinson (PTK Faculty Advisor) hosted the PTK Induction Ceremony and inducted new members formally into their society. Guest speakers, students, and their families enjoyed dinner and refreshments.

Multicultural Movie Afternoons

- Multicultural Student Services sponsors multicultural movies for students during each term. The last multicultural movie for fall term was on December 1.

Noche Buena

- MSS organized a Noche Buena Festival to celebrate the beginning of the holiday season. The Festival was on December 6 and included gift giving, pan dulce, and hot chocolate.

End of the Year Club Celebration

- On December 9, ASC hosted a club gathering for club presidents and club advisors. They discussed the great work that the clubs have done during fall term.

ASC / MSS PRESENT EVENTS

Men's Wellness Group

- Joel Gisbert is facilitating a men's wellness group every Monday from 3:30–4:30 pm. Meetings provide students an opportunity to discuss issues with academics or personal life through peer support. In addition, field trips and fun activities for the members have already been planned.

Legislative Internship

- At the ASC Candidate Forum Event many legislators showed interest in having a Chemeketa intern. ASC connected with those legislators, and began the recruitment process. Joel Gisbert, Peter Wirfs, and Mike Evans have been conducting interviews with potential candidates for the internship.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

MEETINGS

CFA President Steve Wolfe attended the quarterly OEA Community College Council meeting which met virtually on Friday, November 18 and Saturday, November 19. The December CFA Executive Board meeting was held on Zoom on Tuesday, December 6.

WINTER BREAK

Most faculty members are on break until winter term begins on Monday, January 9. The longer than usual break is a much-needed respite from a very busy fall term. It also provides extra time to prepare for the upcoming term.

CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

Tim 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

I was pleasantly surprised and encouraged to see all the student events put on by our Associated Students of Chemeketa during fall term. Seeing students being involved in college life, building relationships, bringing a sense of community, and belonging shows me that Chemeketa is a gathering place for lifelong learning. What makes Chemeketa, to quote Rebecca H., a “great place to work?” Staff get to be engaged in transforming lives and strengthening communities.

The CCA would like to thank the following staff for providing public comments at the November Board meeting: Chris Nord, Shannon Othus-Gault, Amanda Knopf, Traci Hodgson, Simone Hughes (written), Kip Carlson (written), Kisha McIntosh and Karen Edwards. Hearing their stories, I could feel the passion our staff have towards their work and providing quality education, services, and workforce training.



On behalf of the CCA Board I would like to welcome our new Director of Membership Activities, Ana Gabriela Angel. Ana will serve the remaining term of office ending June 30, 2024.

Ana is from Guadalajara, Mexico, and moved to Salem in 1999. Ana began her journey at Chemeketa as a student ambassador for the Marketing Department, then worked in Student Services from approximately 2011–2013. Ana has currently been working as an Academic Advisor for the ESOL and GED programs under the Academic Development Department for the past seven (7) years. Ana is passionate about her job because she serves a diverse community helping them to continue their career pathway when moving from the ESOL and GED programs to college classes. She values all the students' hard work towards growing personally and professionally.

We are excited to have Ana join the board and look forward to working with her as Director of Membership Activities.

WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS

- On November 2, 2022, Conner Yechout was hired for the position of Maintenance/Trades Assistant in the Capital Projects & Facilities Department.

Report-1c
December 14, 2022

- On November 7, 2022, Stuart Tennant was hired for the position of Student Services Specialist in the Counseling and Career Services Department.
- On November 16, 2022, Trevor Bachman was hired for the position of Technology Analyst in the Information Technology Department.
- On November 28, 2022, Lidia Chavez was hired for the position of Student Services Specialist in the Upward Bound Department.

CHANGES

- On November 16, 2022, Ashley Lady changed to the position of Maintenance/Trades Specialist in the Facilities Department.
- On December 1, 2022, Carlos Zuleta changed to the position of Department/Project Coordinator in the Library Department.
- On December 1, 2022, Cintia Ramos Carreon changed to the position of Student Services Technician in the Student Affairs Department.

RETIREMENTS

At the November Board meeting the Retirement Resolutions of eight (8) classified employees, with a combined one hundred and fifty (150) years of service to Chemeketa and the community it serves, was read. All eight employees will retire December 31, 2022. Please join me in congratulating the following employees and wishing them well in their next chapter of life.

- Carl J. Bauman, Technology Analyst II, Information Technology of Governance and Administration Division, 10 years, 2-months.
- Nancy L. Espinosa, Financial Services Analyst I, Business Services of College Support Services Division, 22 years, 6-months.
- Bruce B. Irvin, Student Services Specialist, Financial Aid and Veterans' Services of Student Affairs Division, 17 years, 1-month.
- Renee J. Lane, Financial Services Analyst I, Information Technology of Governance and Administration Division, 31 years.
- Cassandra J. "Cassie" Pilkenton, Department Specialist, Business and Technology, Early Childhood Education and Chemeketa Center for Business and Industry of Career and Technical Education Division, 23 years, 1-month.
- Jerry S. Oei, Instructional Technician, Library and Learning Resources of Student Development and Learning Resources Division, 8 years.
- Dawn C. Williams, Department Assistant, Library and Learning Resources of Student Development and Learning Resources Division, 18 years, 7-months.
- Maurilio Vasquez Frias, Custodian I, Capital Projects and Facilities of College Support Services Division, 19 years, 7-months.

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Adrian Lutz, Vice President—Chemeketa Community College Exempt Association
Gaelen McAllister, President—Chemeketa Community College Exempt Association

The Exempt Association contributed funds and a basket to the Annual Winter Celebration which will raise funds for food cards for students and staff members during the holidays. The Exempt Association also encouraged members to show philanthropic leadership by contributing to the Employee Giving Drive for the Chemeketa Foundation.

Members continued innovating, creating community partnerships, and disseminating their knowledge during the last month:

SARA HASTINGS, Dean of High School Partnerships, has established an innovative program to reach disengaged youth by partnering with the Salem Keizer School District to provide GED classes at the Kroc Center starting in January. Additionally, High School Partnerships worked with CHRIS KATO and the Academic Development department to create Youth English Now, in partnership with the Woodburn School district at the Woodburn Center to provide basic literacy, pre-GED, and English skills for youth refugee students. This unique evening program is designed to re-engage out of school youth and create a pathway for GED completion in either English or Spanish.

High School Partnerships has also established a Robotics College Credit Now (CCN) course at North Salem High School. Through the funding Chemeketa is providing from the FIPSE grant the North Salem RoboViks VEX League Robotics Team is able to compete in tournaments. They completed at a VEX Tournament on November 19 at North Marion High School in Aurora—qualifying for the quarter finals against 40 other teams from around the State of Oregon.



JAMES MCNICHOLAS, Coordinator of Accelerated Pathways to Success reports that in November, Chemeketa hosted the annual Salem Area College and Career Fair in the Building 7 gym, a partnership with Salem-Keizer Public Schools and The Inspire Foundation. More than 1,000 visitors, primarily Salem area high school students; 75 exhibitors from different colleges, universities, industries, and all of the Chemeketa Pathways.

HOLLY NELSON, Executive Dean of Regional Education was Academic Development, was invited to provide testimony to the House Interim Committee on Business and Labor at the Oregon legislature in December. They were interested in Chemeketa's accomplishments, lessons learned, and future needs for the workforce development funding provided by the Future Ready Oregon grants.

Report-1d
December 14, 2022

SANDI KELLOGG, Dean of Health Sciences, served on a panel at the ACTE'S CareerTech Vision 2022 conference session "Embracing Future Technology in the Health Care Classroom."



Information-1
December 14, 2022

AFFIRMATIVE ACTION ANNUAL REPORT

Prepared by

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

The 2021 annual Affirmative Action Report is presented to the members of the College Board of Education for review.

Information-1
December 14, 2022

CHEMEKETA COMMUNITY COLLEGE

ANNUAL UPDATE

EQUAL OPPORTUNITY AFFIRMATIVE ACTION

WORKFORCE STATISTICS

2021

PREPARED BY

DEPARTMENT OF HUMAN RESOURCES

Alice Sprague, Associate Vice President

NARRATIVE SUMMARY

It is the policy of Chemeketa Community College to provide equal opportunity and affirmative action in employment, educational programs and other activities sponsored by the College. The College strives to achieve a workforce that represents our student body and the labor market pool and to take steps to ensure there is no discrimination on the grounds of race, sex/gender, marital status, protected veteran status, gender identity/expression, color, religion, sexual orientation, national origin, citizenship status, age, disability, pregnancy and related conditions, family relationship, tobacco usage during non-working hours, whistle blowing, victim of domestic violence, and genetic information in any educational programs, activities, or employment.

The college follows our Equal Opportunity and Affirmative Action Plan which is based upon a variety of separate state and federal laws and regulations that address nondiscrimination. These laws apply to recruitment and retention, hiring and promotion, termination, compensation, benefits, transfers, college-sponsored training, education, curriculum and instruction, tuition assistance, and extra-curricular programming. Equal opportunity and affirmative action is intended to assure that equal opportunity is extended to all applicants, employees and students.

Equal employment opportunity requires that all applicants for all positions be treated equally. Applicants for employment are evaluated with equitable and relevant criteria and only those who are qualified will be selected to move forward. Recruitment efforts such as redacted screening and scoring rubrics are in place to assure that qualified individuals from protected classes are evaluated equitably among all applicants who apply for employment with the college.

The annual Equal Opportunity and Affirmative Action Workforce Statistics Report analyzes the college's workforce based on federal equal opportunity job categories which have been organized into three categories: exempt, faculty, and classified. The current full-time college workforce is compared with the potential geographic availability of females and racially/ethnically minoritized groups. The labor market availability statistic serves as a measure of how our internal demographics compare to the demographics of our recruitment area. This statistical comparison can be used to influence where and how the college directs its recruitment and hiring efforts, staff development and training activities, and strategies for retention. It is intended to assist the college in recognizing the areas where women and minorities are underrepresented and in developing equal employment opportunity and affirmative action activities.

Through targeted recruitment efforts, the college seeks to attract talented and qualified candidates for college positions that mirror the demographics of our service area and student populations. Progress in recruiting for racially diverse faculty remains a difficult challenge faced by the college. We continue to strategically analyze how we can attract candidates and better assist departments in their efforts to hire qualified individuals who are representative of the diverse labor pool and our student population.

We actively promote a strong partnership with our Chief Diversity Officer and Human Resources to share data, develop processes, and continuously review and implement best practices. Together, we provide Inclusive Hiring Practices Training, interactive workshops to committees, and seek new ways to support the College's ongoing effort and continuing commitment to diversifying our workforce. This reinforces the importance of diverse search committees and assists hiring managers and committee members to develop interview questions and processes that ensure that diversity and equitable hiring practices are valued and utilized. The work of the Diversity & Advisory Council (DAC) helps to complement these efforts and provides insight into this important work.

In summary, the College continues to pursue inclusion, recruitment, and retention of qualified applicants who are members of protected classes and to increase diversity of our workforce by obtaining a workforce analysis, comparing it with labor market availability data, determining the utilization of women and racially/ethnically minoritized groups, and reviewing our strategies to meet our commitment to our diversity goals. Personnel practices and recruitment procedures are designed to help support achievement of a workforce that reflects the composition of our relevant community labor pool and are continuously reviewed and revised to adjust our efforts.

The analysis of information contained in the following tables represents the workforce data from January 1, 2021 through December 31, 2021. Chemeketa Human Resources, in partnership with our Chief Diversity Officer, is committed to continuing efforts to strategically explore ways to increase workforce diversity at the college.

Chemeketa Workforce & Recruitment Analysis Tables

Table I: Affirmative Action job categories

Table II: Chemeketa Workforce Statistics

This table shows the total number of employees by job category and the number and percentage of female and racially/ethnically minoritized employees within each job category.

Table III: Chemeketa Workforce Statistics (Veterans)

This table shows the total number of employees by job category and the number and percentage of self-disclosed veterans within each job category.

Table IV: Chemeketa Salaried Workforce Utilization Analysis

This table compares the percentage of the college workforce in each salaried job category to the assumed availability of female and racially/ethnically minoritized employees in each salaried job category.

Table V: Chemeketa Workforce Comparison Statistics

This table shows the number and percentage of employees by job category compared to 2018 statistics.

Table VI: Chemeketa Workforce Comparison Statistics

This table shows the number of female and racially/ethnically minoritized employees represented in Chemeketa's workforce in 2020.

Table VII: Recruitment & Applicant Flow

This table shows the number of positions opened, total number of applicants who applied, percentage of self-disclosed racially/ethnically minoritized applicants and female applicants, and compares the statistics to the assumed availability for each employee category.

Table VIII: Bilingual Required Recruitments

This table shows the number of recruitments by classification compared with the number of recruitments that required applicants to be bilingual as a minimum qualification.

Table IX: Recruitment & Selection Patterns 2010-2020

This table shows a ten-year history of the number of positions recruited and Racially/Ethnically Minoritized applicant statistics including: number of applicants, number of qualified applicants, number of applicants interviewed and number of applicants hired.

Table I

Affirmative Action Job Category Examples

1. Exempt

President, Vice Presidents, Deans, Directors, Managers, Coordinators, Administrative Assistants, Executive Secretaries, Project Coordinators/Specialists/Technical Systems Analysts

2. Professional Faculty

Instructors, Counselors, Librarians, CWE Coordinators, Media Production Specialists, Occupational Skills Training Coordinators.

3. Classified

Facilities Support, Financial Services, Instructional Support, Office Administration, Student Services, Technology Related, Public Safety

4. Adjunct Faculty

Hourly Faculty, Coaches, Counselors, Curriculum Development, Customized Training, Reference Librarians

5. Hourly/Casual Employees

Instructional Assistants, Instructional Specialists, Technicians, Interpreters, Lab Assistants, Media Support, Literacy Specialists, Maintenance/Grounds, Office Support, Student Services

Chemeketa Workforce Statistics

Table II

Chemeketa Workforce Statistics January 1, 2021 through December 31, 2021					
Job Category ¹	Total Employees	Racially/Ethnically Minoritized		Females	
		Employees	% of Job Category Total	Employees	% of Job Category Total
Faculty	222	34	15.3%	119	53.6%
Exempt	115	24	20.9%	61	53.0%
Classified	354	121	34.2%	202	57.1%
Part-time Faculty/Adjunct	374	76	20.3%	186	49.7%
Part-Time Hourly	123	46	37.4%	73	59.3%
Totals	1188	301	25.3%	641	54.0%

Note: This table reflects all full-time and part-time employees except student employees. Employees who self-identified in more than one race category were not duplicated in this table.

¹Refer to Table I for job categories

Table III

Chemeketa Workforce Statistics January 1, 2021 through December 31, 2021			
Job Category ¹	Total Employees	Self-Disclosed Veterans	
		Employees	% of Job Category Total
Faculty	222	3	1.4%
Exempt	115	6	5.2%
Classified	354	11	3.1%
Part-time Faculty/Adjunct	374	6	1.6%
Part-Time Hourly	123	4	3.3%
Totals	1188	30	2.5%

Table IV

Chemeketa Salaried Workforce Utilization Analysis January 1, 2021 through December 31, 2021						
Job Category*	Chemeketa Workforce		Workforce Availability ¹		Underutilization ²	
	Racially/Ethnically Minoritized	Female	Racially/Ethnically Minoritized	Female	Racially/Ethnically Minoritized	Female
Faculty	15.3%	53.6%	26.6%	49.7%	11.3%	N/A
Exempt	20.9%	53.0%	26.9%	64.8%	6.0%	11.8%
Classified	34.2%	57.1%	30.2%	47%	N/A	N/A

¹Workforce (external) availability is defined as the percent of women and minorities assumed to be in the pool of qualified persons in the appropriate job categories. The availability data is based on the U.S. Census for Educational Administrators and Faculty. Workforce data for Marion, Polk, and Yamhill counties was utilized to determine workforce availability for Classified employees.

² Underutilization: Percent (%) of Chemeketa Community College workforce minus percent (%) of available workforce as determined by census

Table V

Chemeketa Salaried Workforce Comparison Statistics January 1, 2021 through December 31, 2021										
Job Category*	Employee Total		Racially/Ethnically Minoritized Comparison				Female Comparison			
	2020	2021	2020	%	2021	%	2020	%	2021	%
Faculty	226	222	32	14.2%	34	15.3%	122	54%	119	53.6%
Exempt	111	115	22	19.8%	24	20.9%	60	54.1%	61	53%
Classified	357	354	114	31.9%	121	34.2%	211	59.1%	202	57.1%
Total	694	691	168	24.2%	179	25.9%	393	56.6%	382	55.3%

Table VI

Chemeketa Workforce Statistics											
Racially/Ethnically Minoritized & Female Demographics¹											
January 1, 2021 through December 31, 2021											
Employee Group	Total	Not Provided/No Response	White (Non-Hispanic)	Black or African American	Hispanic or Latino	American Indian/Alaskan Native	Asian	Native Hawaiian Pacific Islander	Total	Minorities	Percentage
Faculty	241	29	174	4	19	4	9	2	38	15.8%	
Exempt	129	16	87	2	14	4	4	2	26	20.2%	
Classified	409	34	250	7	94	15	7	2	125	30.6%	
Part-Time Faculty	418	32	299	13	34	17	17	6	87	20.8%	
Part-Time Hourly	144	9	86	1	31	7	8	2	49	34.0%	
Totals	1341	120	896	27	192	47	45	14	325	24.2%	
Percentage	100%	8.9%	66.8%	2.0%	14.3%	3.5%	3.4%	1.0%			
Female											
Faculty	127	13	95	2	8	2	6	1	19	15.0%	
Exempt	70	7	49	0	9	3	1	1	14	20.0%	
Classified	237	14	146	5	58	7	5	2	77	32.5%	
Part-Time Faculty	215	17	148	5	19	12	11	3	50	23.3%	
Part-Time Hourly	87	8	46	0	19	4	8	2	33	37.9%	
Totals	736	59	484	12	113	28	31	9	193	26.2%	
Percentage	100%	8.02%	65.76%	1.63%	15.35%	3.80%	4.21%	1.22%			

¹ Does not include student employees. Employees who self-identified in more than one race/ethnicity category were duplicated.

Recruitment and Applicant Statistics

Table VII

Recruitment & Applicant Flow January 1, 2021 through December 31, 2021						
Job Category	Positions Open	Total Applicants	Racially/Ethnically Minoritized Applicants	Female Applicants	Available Racially/Ethnically Minoritized Labor Force	Available Female Labor Force
Faculty	13	181	32%	51.9%	26.6%	49.7%
Exempt	22	311	35.4%	46%	26.9%	64.8%
Classified	81	947	46.7%	53.4%	33.7%	47%

Table VIII

Bilingual Required Recruitments January 1, 2021 through December 31, 2021				
Job Category	Positions Open 2021	Bilingual Required 2021	Positions Open 2020	Bilingual Required 2020
Faculty	13	0	4	0
Exempt	22	0	17	0
Classified	81	14	32	6
Total	116	14	53	6

Table IX

Recruitment & Selection Patterns 2011 - 2021								
Year	Positions Open	Unit	# of Applicants	Self- Disclosed Racially/Ethnically Minoritized Applicants	Qualified Racially/Ethnically Minoritized Applicants	Total Applicants Interviewed	Racially/Ethnically Minoritized Applicants Interviewed	Racially/Ethnically Minoritized Candidates Hired
2021	13	Faculty	181	58	25	39	8	2
	22	Exempt	311	110	60	109	32	5
	81	Classified	947	442	244	287	142	33
2020	4	Faculty	30	3	2	12	0	0
	7	Exempt	458	94	39	116	16	2
	32	Classified	763	238	138	145	43	9
2019	15	Faculty	127	26	18	47	4	2
	17	Exempt	504	107	41	115	20	2
	52	Classified	1573	497	171	119	53	9
2018	9	Faculty	105	15	8	42	6	2
	5	Exempt	201	60	23	34	7	0
	38	Classified	1045	286	156	198	65	9
2017	13	Faculty	377	69	44	72	7	3
	8	Exempt	282	64	46	50	9	0
	43	Classified	2,324	541	436	301	82	15
2016	21	Faculty	966	172	138	118	14	1
	11	Exempt	480	89	76	68	23	3
	43	Classified	1944	471	382	313	86	12
2015	19	Faculty	805	127	104	132	39	3
	13	Exempt	457	83	63	83	15	2
	54	Classified	2355	510	394	349	78	9
2014	31	Faculty	1084	215	126	202	22	3
	24	Exempt	793	142	55	93	14	4
	55	Classified	2096	458	205	208	59	11
2013	13	Faculty	463	141	14	74	4	1
	8	Exempt	182	37	15	41	4	0
	60	Classified	2285	659	154	239	56	11
2012	9	Faculty	192	30	9	45	3	2
	11	Exempt	335	62	19	46	11	1
	46	Classified	1492	317	126	211	58	8
2011	20	Faculty	539	77	50	88	11	4
	2	Exempt	24	8	2	5	2	1
	69	Classified	1628	341	174	307	89	19

Information-2
December 14, 2022

EQUITY SCORECARD

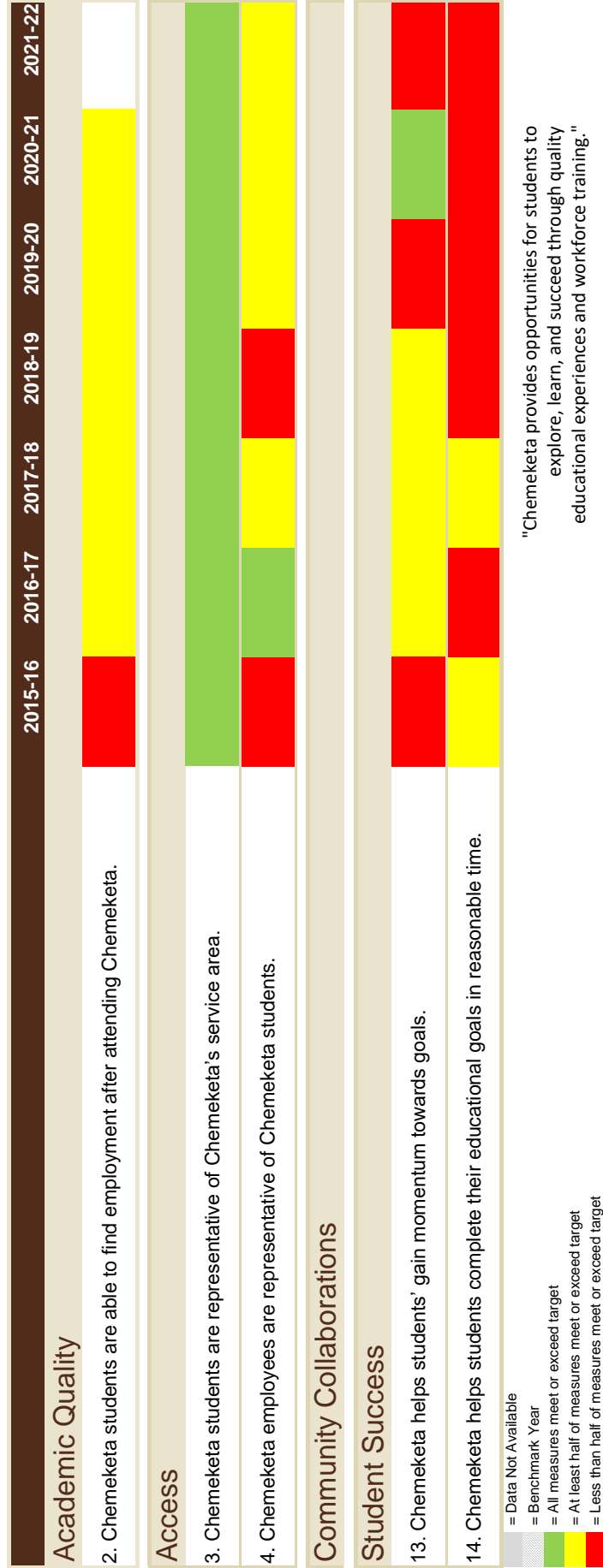
Prepared by

Vivi Caleffi Prichard, Chief Diversity Officer
Jessica Howard, President/Chief Executive Officer

Chemeketa's core values and themes are measured by how the college is doing in regards to equity in academic quality, access, and student success and is part of the college's accreditation process.

The 2022 Equity Scorecard will be presented to the members of the College Board of Education for review.

Chemeketa's institutional indicators evaluate mission fulfillment for the college. Chemeketa's equity scorecard takes some of those indicators and further disaggregates them by race and ethnicity to evaluate and assess institutional equity.



One indicator of academic quality is the ability of our students to find employment after leaving Chemeketa. A key metric associated with this indicator is the one-year employment rate for former students. When looking at this data by race and ethnicity, it is important to look at trends. Some races do not have a large number of completers, so it is possible to have an abnormal spike or dip for a year. A percentage that is highlighted red is lower than the average one-year employment rate for the reporting year. The following page depicts this information in a graph. Updated in March.

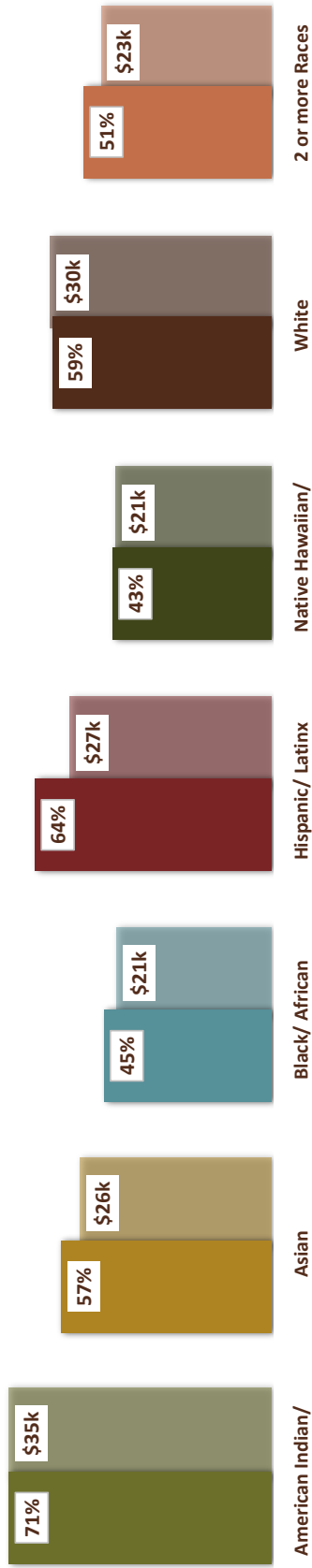
Academic Quality	Trends					
	Target	2017-18	2018-19	2019-20	2020-21	2021-22
2. Chemeketa students are able to find employment after attending Chemeketa.						
a. One-year employment rate	80%	75%	76%	74%	60%	
American Indian/ Alaska Native		74%	70%	84%	71%	Yr. 1 Avg Wages \$29k
Asian		67%	57%	78%	57%	\$35k
Black/ African American		62%	69%	68%	45%	\$26k
Hispanic/ Latinx		79%	78%	77%	64%	\$21k
Native Hawaiian/ Pacific Islander		67%	57%	77%	43%	\$27k
White		74%	77%	75%	59%	\$21k
2 or More Races		76%	72%	68%	51%	\$30k
						\$23k

= Data Not Available
 = Benchmark Year
 = All measures meet or exceed target
 = At least half of measures meet or exceed target
 = Less than half of measures meet or exceed target

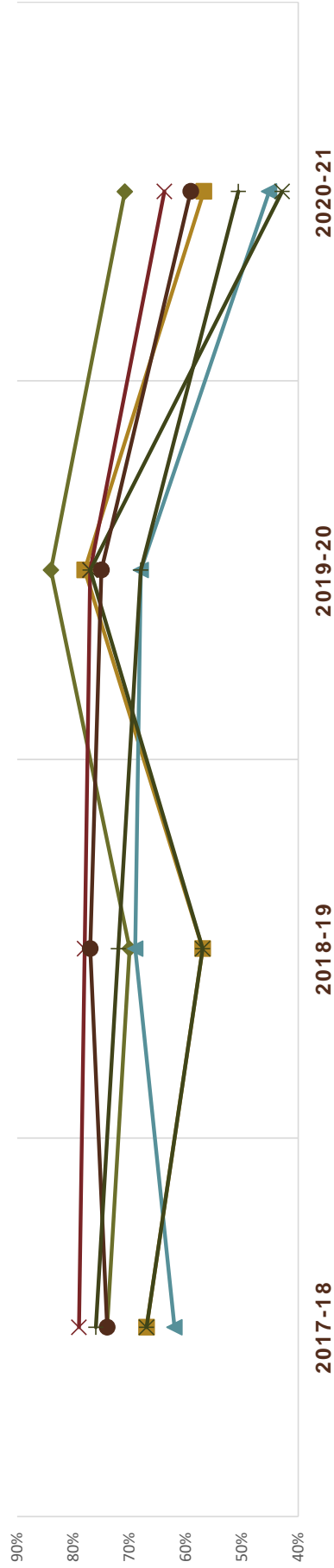
2a. Percent of students employed one year after leaving Chemeketa. To be included in the analysis, a student must have earned a credential or completed at least 24 credits and did not return to Chemeketa the next academic year. They also must have a valid social security number. Employment information is gathered from the Oregon Employment Department and includes any type/level of employment. Students are matched by their social security number.

Target is based on the national average employment rate for 25-34 year olds with 'some college' according to the National Center for Education Statistics.

2a. One-Year Employment Rate & Salary
 Reporting Year: 2020-21



2a. One-Year Employment Rate Trends



2a. One-Year Employment Rate: Percent of students employed one year after leaving Chemeketa. To be included in the analysis, a student must have earned a credential or completed at least 24 credits and did not return to Chemeketa the next academic year. They also must have a valid social security number. Employment information is gathered from the Oregon Employment Department and includes any type/level of employment. Students are matched by their social security number.

Chemeketa's institutional indicators evaluate mission fulfillment for the college. Chemeketa's equity scorecard disaggregates by race and ethnicity to evaluate and assess institutional equity.

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Access							
3. Chemeketa students are representative of Chemeketa's service area.							
4. Chemeketa employees are representative of Chemeketa students.							
Student Success							
13. Chemeketa helps students' gain momentum towards goals.							
14. Chemeketa helps students complete their educational goals in reasonable time.							

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

A contributor to student access and success is the representation of staff and faculty that racially and ethnically mirrors the student population. The table below shows the percent of each Chemeketa group that identifies as each race or ethnicity. A student percentage is highlighted red if it is below the service area percentage. An employee percentage is highlighted red if it is below the student percentage. In this indicator, there are also percentages that are highlighted green to show areas of overrepresentation. Updated in August.

	2017-18	2018-19	2019-20	2020-21	2021-22	Trends
ACCESS						
3. Chemeketa students are representative of Chemeketa's service area.						
4. Chemeketa employees are representative of Chemeketa students.						
BIPOC Population Percentage						
Service area	33%	33%	34%	34%	35%	
Students	35%	36%	36%	37%	38%	
Classified Staff	27%	29%	30%	32%	35%	
Exempt Employees	19%	19%	20%	20%	22%	
Full-time Faculty	15%	15%	14%	14%	15%	
Part-time Faculty	17%	18%	20%	20%	21%	
American Indian/ Alaska Native Population Percentage						
Service area	2%	2%	2%	2%	3%	
Students	1%	1%	1%	1%	1%	
Classified Staff	1%	2%	2%	2%	1%	
Exempt Employees	0%	0%	0%	0%	0%	
Full-time Faculty	1%	1%	1%	<1%	1%	
Part-time Faculty	1%	1%	1%	2%	2%	
Asian Population Percentage						
Service area	2%	2%	2%	2%	2%	
Students	2%	2%	2%	2%	2%	
Classified Staff	2%	2%	2%	2%	2%	
Exempt Employees	0%	0%	1%	1%	1%	
Full-time Faculty	2%	2%	2%	2%	2%	
Part-time Faculty	2%	2%	3%	2%	3%	

A contributor to student access and success is the representation of staff and faculty that racially and ethnically mirrors the student population. The table below shows the percent of each Chemeketa group that identifies as each race or ethnicity. A student percentage is highlighted red if it is below the service area percentage. An employee percentage is highlighted red if it is below the student percentage. In this indicator, there are also percentages that are highlighted green to show areas of overrepresentation. Updated in August.

	2017-18	2018-19	2019-20	2020-21	2021-22	Trends
Access						
3. Chemeketa students are representative of Chemeketa's service area.						
4. Chemeketa employees are representative of Chemeketa students.						
Black/ African American Population Percentage						
Service area	1%	1%	1%	1%	2%	
Students	1%	1%	1%	1%	2%	
Classified Staff	1%	1%	1%	1%	1%	
Exempt Employees	0%	0%	1%	2%	2%	
Full-time Faculty	1%	1%	1%	1%	1%	
Part-time Faculty	2%	2%	2%	2%	3%	
Hispanic/ Latinx Population Percentage						
Service area	23%	23%	23%	23%	24%	
Students	27%	28%	28%	30%	29%	
Classified Staff	20%	21%	23%	24%	28%	
Exempt Employees	12%	11%	12%	11%	12%	
Full-time Faculty	7%	7%	7%	7%	8%	
Part-time Faculty	9%	9%	10%	9%	9%	
Native Hawaiian/ Pacific Islander Population Percentage						
Service area	1%	1%	1%	1%	1%	
Students	1%	<1%	1%	1%	1%	
Classified Staff	<1%	<1%	<1%	<1%	<1%	
Exempt Employees	1%	1%	1%	1%	1%	
Full-time Faculty	0%	0%	0%	0%	0%	
Part-time Faculty	<1%	0%	<1%	<1%	<1%	

A contributor to student access and success is the representation of staff and faculty that racially and ethnically mirrors the student population. The table below shows the percent of each Chemeketa group that identifies as each race or ethnicity. A student percentage is highlighted red if it is below the service area percentage. An employee percentage is highlighted red if it is below the student percentage. In this indicator, there are also percentages that are highlighted green to show areas of overrepresentation. Updated in August.

Information-2
December 14, 2022

	2017-18	2018-19	2019-20	2020-21	2021-22	Trends
ACCESS						
3. Chemeketa students are representative of Chemeketa's service area.						
4. Chemeketa employees are representative of Chemeketa students.						
White Population Percentage						
Service area	70%	69%	69%	69%	68%	
Students	45%	41%	37%	36%	46%	
Classified Staff	61%	60%	59%	58%	55%	
Exempt Employees	64%	65%	64%	66%	65%	
Full-time Faculty	71%	72%	73%	73%	72%	
Part-time Faculty	74%	72%	71%	71%	71%	
2 or More Races Population Percentage						
Service area	3%	4%	4%	4%	4%	
Students	3%	3%	3%	3%	4%	
Classified Staff	3%	3%	2%	2%	3%	
Exempt Employees	7%	7%	6%	5%	6%	
Full-time Faculty	4%	4%	4%	3%	4%	
Part-time Faculty	3%	4%	3%	4%	4%	

- = Data Not Available
- = Benchmark Year
- = All measures meet or exceed target
- = At least half of measures meet or exceed target
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"Chemeketa provides opportunities for students to explore, learn, and succeed through quality educational experiences and workforce training."

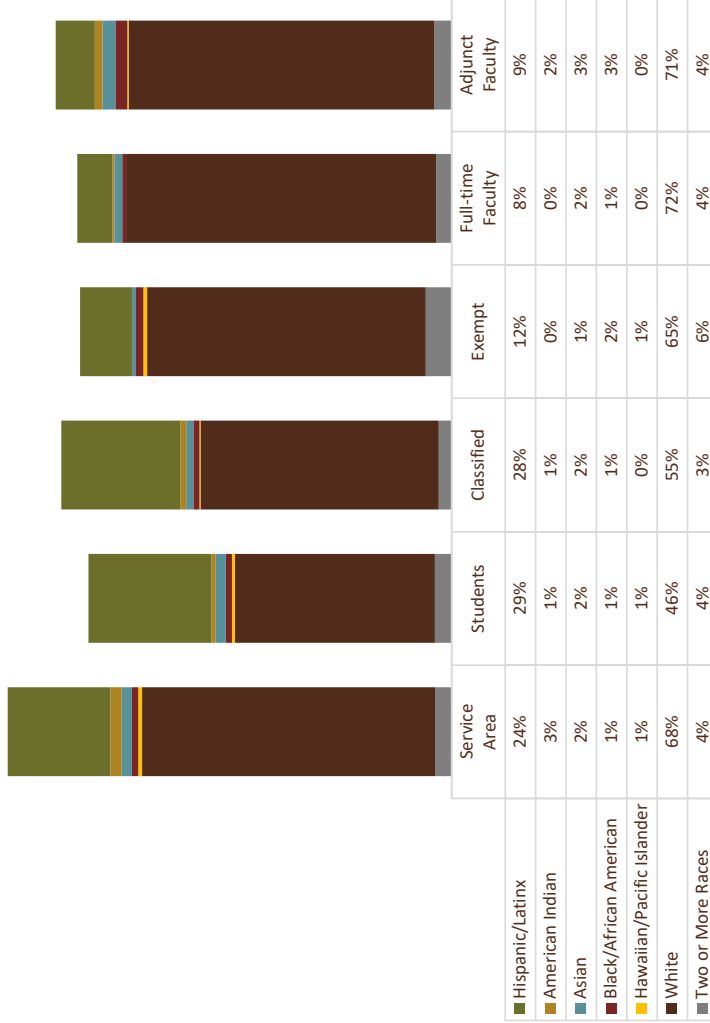
Service area: The percentage of residents in Marion, Polk, and Yamhill counties who identify as each race/ethnicity group.

Students: The percentage of students enrolled in the academic year who identify as each race/ethnicity group.

Chemeketa employees: The percent of all employees who identify as each race/ethnicity group by employee group.

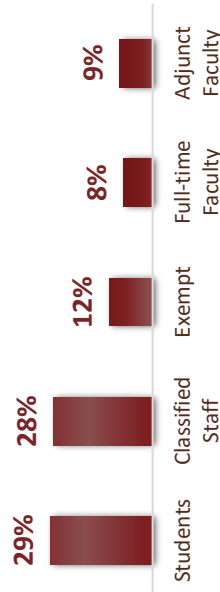
3 & 4. Population Percentages*
Reporting Year: 2021-22

The graphs on this page depict the most recent information from the previous pages. Along with the racial percentages for each population group for the most recent reporting year, there is also a graph for just our Hispanic/Latinx populations. As a Hispanic Serving Institution, Chemeketa should ensure Hispanic/ Latinx representation with staff and faculty.



Information-2
December 14, 2022

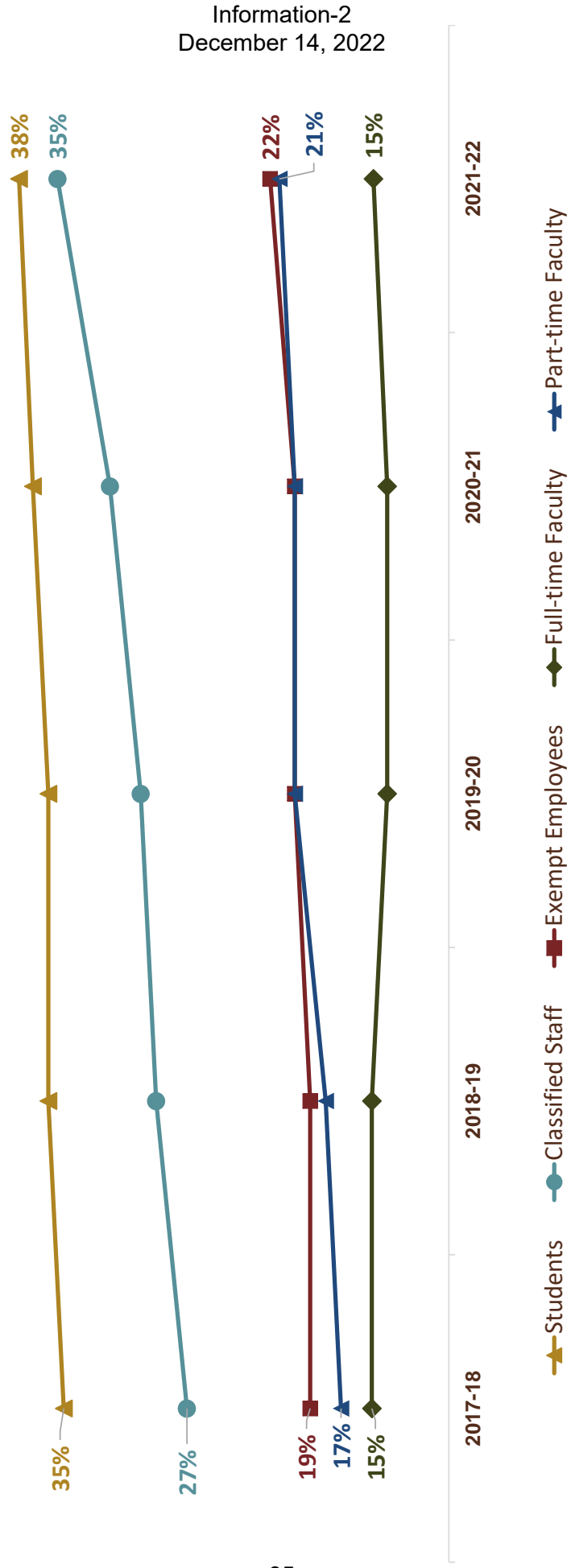
4. Hispanic/ Latinx Population Percentages
Reporting Year: 2021-22



*Percentages may not add up to 100% due to rounding and those without an identified race or ethnicity.

The graph on this page shows the trend of the percent of each population that identifies as Black, Indigenous, and People of color (BIPOC). All employee groups are below our student representation, with Classified Staff showing the largest increase in BIPOC employees since 2017-18.

4. Percentage of BIPOC Students & Employees
 Trends



An important indicator of student success looks at a student's early momentum. Metrics that we are focusing on for early momentum include completion of gateway courses and persistence. When looking at this data by race and ethnicity, it is important to look at the trends. Some races do not have a large number of students in the cohort, so it is possible to have an abnormal spike or dip for a year. A percentage that is highlighted red is lower than the overall percentage for the academic year. Updated in January.

Student Success	2017-18	2018-19	2019-20	2020-21	2021-22	Trends
13. Chemeketa helps students' gain momentum towards goals.						
a. Percent of students completing college-level English in their first year	42%	44%	41%	47%	44%	
American Indian/ Alaska Native	54%	48%	39%	53%	29%	
Asian	44%	62%	48%	48%	47%	
Black/ African American	20%	26%	15%	22%	24%	
Hispanic/ Latinx	49%	46%	47%	48%	47%	
Native Hawaiian/ Pacific Islander	45%	32%	41%	60%	46%	
White	42%	47%	42%	51%	44%	
2 or More Races	54%	53%	35%	53%	51%	
b. Percent of students completing college-level math in their first year	26%	26%	27%	32%	28%	
American Indian/ Alaska Native	17%	14%	17%	33%	18%	
Asian	37%	44%	65%	48%	29%	
Black/ African American	3%	4%	9%	17%	27%	
Hispanic/ Latinx	26%	26%	28%	30%	26%	
Native Hawaiian/ Pacific Islander	14%	16%	14%	20%	31%	
White	29%	28%	28%	35%	29%	
2 or More Races	28%	31%	31%	47%	31%	
c. Percent of students completing college-level English and math in their first year	18%	19%	20%	24%	21%	
American Indian/ Alaska Native	17%	14%	17%	20%	12%	
Asian	21%	32%	48%	36%	27%	
Black/ African American	3%	0%	9%	9%	22%	
Hispanic/ Latinx	20%	18%	21%	25%	20%	
Native Hawaiian/ Pacific Islander	14%	11%	9%	20%	27%	
White	18%	20%	21%	26%	22%	
2 or More Races	22%	21%	18%	36%	23%	

An important indicator of student success looks at a student's early momentum. Metrics that we are focusing on for early momentum include completion of gateway courses and persistence. When looking at this data by race and ethnicity, it is important to look at the trends. Some races do not have a large number of students in the cohort, so it is possible to have an abnormal spike or dip for a year. A percentage that is highlighted red is lower than the overall percentage for the academic year. Updated in January.

Student Success		2017-18	2018-19	2019-20	2020-21	2021-22	Trends
13. Chemeketa helps students' gain momentum towards goals.							
d. Percent of students who persisted to their second term or completed their goal							
American Indian/ Alaska Native	74%	76%	73%	75%	76%		
Asian	83%	57%	78%	80%	59%		
Black/ African American	84%	88%	84%	80%	73%		
Hispanic/ Latinx	50%	70%	55%	70%	57%		
Native Hawaiian/ Pacific Islander	76%	77%	74%	74%	77%		
White	64%	68%	73%	80%	77%		
2 or More Races	78%	82%	74%	82%	76%		
	83%	83%	79%	83%	81%		
e. Percent of students who persisted to their second year or completed their goal							
American Indian/ Alaska Native	54%	53%	48%	50%	n/a		
Asian	67%	43%	48%	27%	n/a		
Black/ African American	60%	68%	48%	60%	n/a		
Hispanic/ Latinx	27%	35%	21%	48%	n/a		
Native Hawaiian/ Pacific Islander	58%	58%	52%	52%	n/a		
White	50%	47%	45%	50%	n/a		
2 or More Races	57%	57%	47%	56%	n/a		
	65%	60%	44%	51%	n/a		

= Data Not Available
 = Benchmark Year
 = All measures meet or exceed target
 = At least half of measures meet or exceed target
 = Less than half of measures meet or exceed target

Main Entering Student Definition: All incoming, first-time, fall students enrolled in any credit course.

This means the specified fall term is the student's first term taking credit classes at Chemeketa. The student is not enrolled in College Credit Now, although they can have previous Chemeketa credits if they were earned while in high school. The student is not incarcerated. The student did not transfer to Chemeketa from another college. The student is not enrolled in 100% non-credit courses, but can have previously completed non-credit courses at Chemeketa. *Part time students are included in the main cohort.*

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

13a. Percent of entering students who complete college-level English in their first year at Chemeketa. College-level is defined as WR115 or higher.

13b. Percent of entering students who complete college-level math in their first year at Chemeketa. College-level is defined as MTH105 or higher.

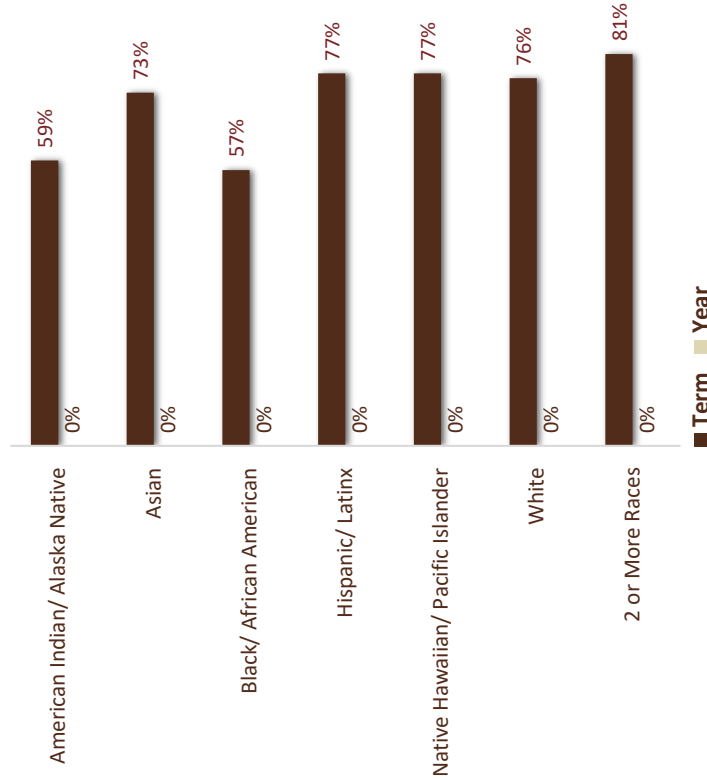
13c. Percent of entering students who complete college-level English and math in their first year at Chemeketa. College-level is defined as WR115 or higher and MTH105 or higher.

13d. Percent of entering students who persist from Fall to Winter. Persistence means that the student either enrolled for credit Winter Term or graduated from Chemeketa.

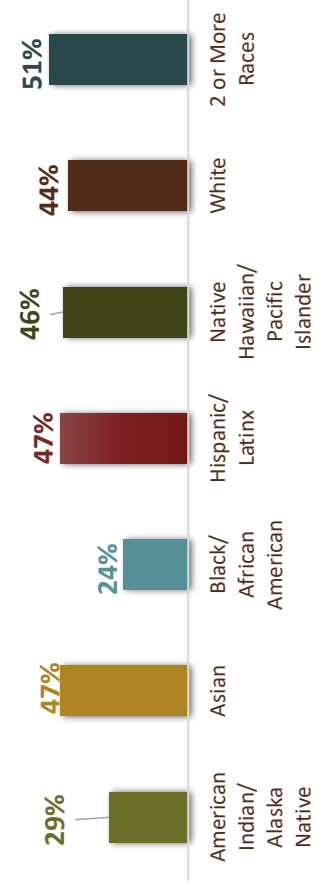
13e. Percent of entering students who either enrolled in at least one credit course the following Fall Term or graduated from Chemeketa.

The following graphs show the persistence and gateway course completion data for the most recent academic year.

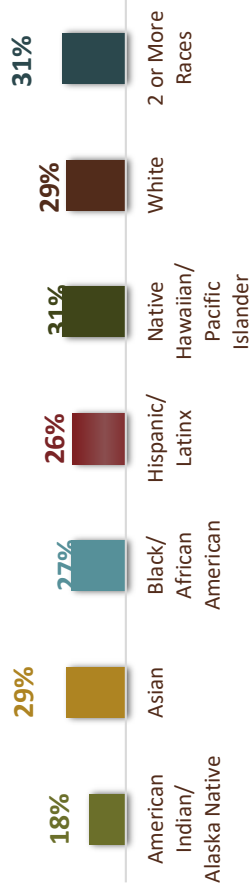
13d & 13e. Persistence to Second Term & Second Year
 Academic Year: 2021-22



13a. Completed College English in First Year
 Academic Year: 2021-22



13b. Completed College Math in First Year
 Academic Year: 2021-22



13a. **Gateway Course Completion:** Percent of all incoming, first-time, fall students enrolled in any credit course who complete college-level English in their first year at Chemeketa. College-level is defined as WR115 or higher.

13b. **Gateway Course Completion:** Percent of all incoming, first-time, fall students enrolled in any credit course who complete college-level math in their first year at Chemeketa. College-level is defined as MTH105 or higher.

13d. **Term Persistence:** Percent of all incoming, first-time, fall students enrolled in any credit course who persist from Fall to Winter. Persistence means that the student either enrolled for credit Winter Term or graduated from Chemeketa.

13e. **Second Year Persistence:** Percent of all incoming, first-time, fall students enrolled in any credit course who either enrolled in at least one credit course the following Fall Term or graduated from Chemeketa.

A final indicator of student success looks at completion through our graduation rate and transfer rate. When looking at this data by race and ethnicity, it is important to look at the trends. Some races do not have a large number of students in the cohort, so it is possible to have an abnormal spike or dip for a year. A percentage that is highlighted red is lower than the overall percentage for the academic year.

Student Success	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	Trends
14. Chemeketa helps students complete their educational goals in reasonable time.							
a. Percent of students who complete degrees/ certificates within a 3-year window	17%	19%	19%	17%	18%	16%	
American Indian/ Alaska Native	10%	7%	12%	10%	29%	18%	
Asian	17%	32%	31%	21%	29%	25%	
Black/ African American	6%	9%	8%	7%	0%	4%	
Hispanic/ Latinx	17%	16%	18%	17%	17%	14%	
Native Hawaiian/ Pacific Islander	19%	21%	13%	5%	6%	11%	
White	19%	20%	21%	21%	22%	21%	
2 or More Races	19%	13%	22%	21%	17%	26%	
b. Percent of students who transfer to a 4-year institution within a 6-year window	30%	29%	29%	28%	31%	27%	
American Indian/ Alaska Native	18%	18%	30%	20%	18%	28%	
Asian	49%	41%	52%	25%	55%	45%	
Black/ African American	29%	25%	27%	18%	22%	29%	
Hispanic/ Latinx	24%	28%	26%	27%	28%	23%	
Native Hawaiian/ Pacific Islander	19%	5%	29%	6%	26%	38%	
White	32%	30%	29%	30%	33%	29%	
2 or More Races	31%	31%	24%	24%	25%	28%	

= Data Not Available
 = Benchmark Year
 = All measures meet or exceed target
 = At least half of measures meet or exceed target
 = Less than half of measures meet or exceed target

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

Main Entering Student Definition: All incoming, first-time, fall students enrolled in any credit course.

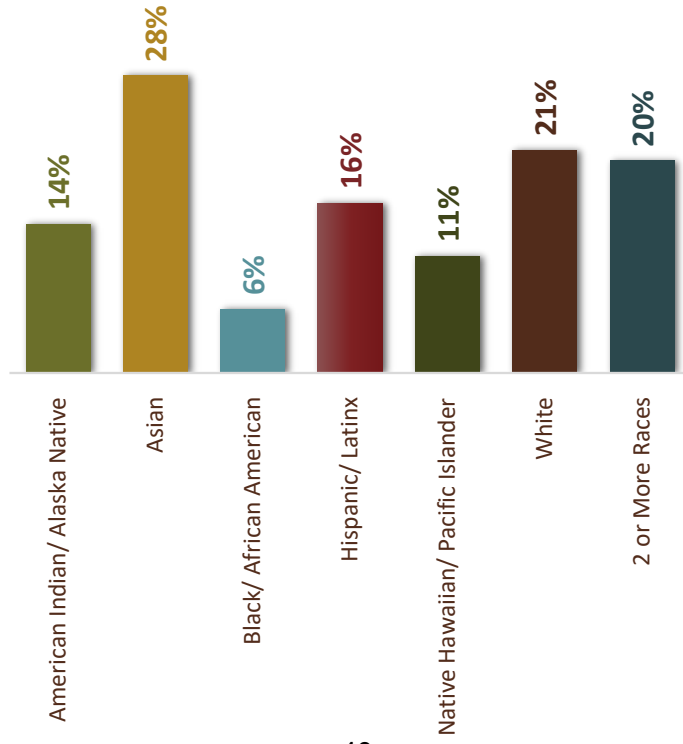
This means the specified fall term is the student's first term taking credit classes at Chemeketa. The student is not enrolled in College Credit Now, although they can have previous Chemeketa credits if they were earned while in high school. The student is not incarcerated. The student did not transfer to Chemeketa from another college. The student is not enrolled in 100% non-credit courses, but can have previously completed non-credit courses at Chemeketa. *Part time students are included in the main cohort.*

14a. Percent of **degree- or certificate-seeking** entering students who earn an award within a 150% window (three years for associate degrees and five terms (excluding summer) for certificates).

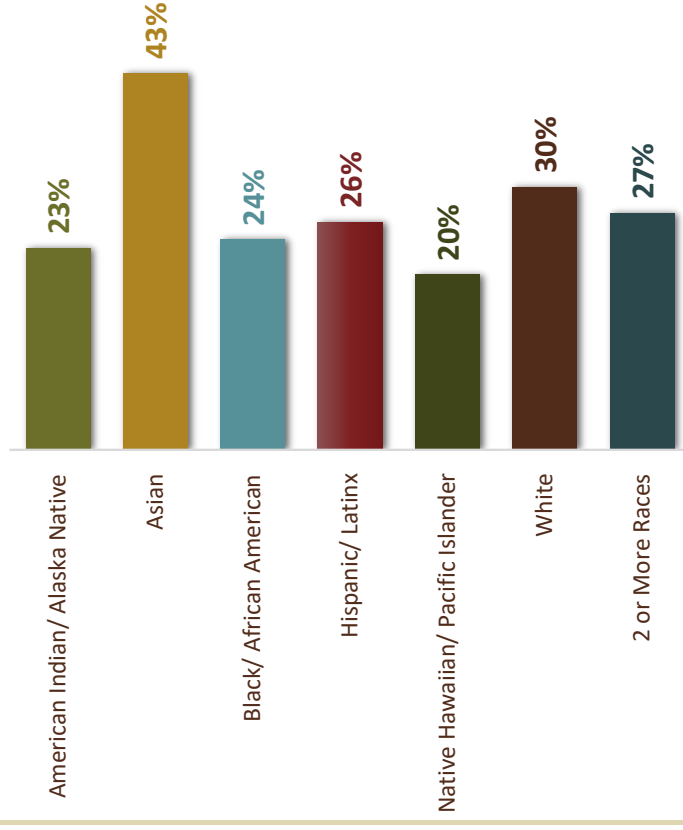
14b. Percent of **degree- or certificate-seeking** entering students, who transfer to a 4-year institution within a six year window.

The following graphs show the graduation and transfer rates for the combined cohorts of the past 5 reporting years. Since some racial groups have small numbers of students in their cohort, combining the 5 years allows us to better see the equity gaps that exist.

14a. Graduation Rates
 5-Year Combined Rate



14b. Transfer Rates
 5-Year Combined Rate



Information-2
 December 14, 2022

14a. Graduation Rate: Percent of **degree- or certificate-seeking** entering students who earn an award within a 150% window (three years for associate degrees and five terms (excluding summer) for certificates).

14b. Transfer Rate: Percent of **degree- or certificate-seeking** entering students, who transfer to a 4-year institution within a six year window.

CULTURAL COMPETENCY UPDATE

Prepared by

Vivi Caleffi Prichard, Chief Diversity Officer
Jessica Howard, President/Chief Executive Officer

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

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

SECTION 1			
Text from legislation	Each public institution of higher education shall establish a process for recommending, and providing oversight for the implementation of, cultural competency standards for the public institution of higher education and the institution's employees.	Status (met, unmet, in development)	Met
Institutional Summary	<p>Chemeketa's Diversity Advisory Council (DAC) advises the College President and the Chief Diversity Officer on policies, practices, programs, and activities designed to sustain an environment of equity and belonging. Council members identify and propose actions to monitor and evaluate the progress of the college in maintaining conditions of inclusion that best support Chemeketa's values.</p> <p>Cultural Competency standards were developed by DAC and are monitored by the Diversity, Equity, and Inclusion Education subcommittee, which advises the President and Chief Diversity Officer on informing, collaborating, and planning education opportunities college wide.</p>		
Text from legislation	Include broad range of institutional perspectives and give equal weight to the perspectives of administrators, faculty members, staff, and students.	Status (met, unmet, in development)	Met
Institutional Summary	<p>The Diversity Advisory Council includes employees from various areas of the college, including at least two student representatives, faculty, classified, and exempt staff.</p> <p>The council was restructured in 2020 expanding the breadth and depth of the work being performed. Subcommittees led by faculty and staff plan and implement actions to advance equity, inclusion and belonging.</p> <p>Operational and behavioral agreements are intended to balance power and give equal weight to all perspectives.</p>		
Text from legislation	Require that the institution provide continuing training and development opportunities that foster the ability of the institution's faculty, staff, and administration to meet cultural competency standards.	Status (met, unmet, in development)	Met

Institutional Summary	Professional Development Opportunities Offered		
	2020–2021		2021–2022
	207		129
	<p>Professional development opportunities during the two academic years varied while following the cultural competence framework that was developed by DAC. As college operations started to shift from remote to in-person, so did the workshop modalities.</p> <p>Hybrid has proven to be a preferred format for workshop participants as it allows for flexibility. Although access is expanded through a hybrid format, it presents logistical and content delivery challenges.</p>		
Text from legislation	Propose institution-wide goals that seek to improve the cultural inclusion climate for students, faculty, staff, and administration from diverse backgrounds.	Status (met, unmet, in development)	Met
Institutional Summary	<p>The college established the goal that all classified and exempt employees participate in DEI-related professional development annually. The employee evaluation form was updated to reflect that requirement. Below are the numbers of employees who have completed at least one cultural competence-related activity.</p>		
	No. of Employees Completed a Cultural Competence Activity		
	2020–2021		2021–2022
	670		444
	Percentage of Salaried Employees per Employee Group Completed Cultural Competence Activity		
	<i>Employee Group</i>	<i>2020–2021</i>	<i>2021–2022</i>
	<i>Classified</i>	54%	47%
	<i>Faculty</i>	80%	76%
	<i>Exempt</i>	78%	82%
	<i>Board of Education</i>	100%	100%
	<p>The DEI Education subcommittee of DAC is currently developing a plan to bring professional development to specific departments and to</p>		

Information-3
December 14, 2022

	<p>improve the current cultural competence certificate offerings and application process addressing barriers to participation.</p> <p>A badging process along with better tracking mechanisms are being explored to provide consistent recognition while building momentum for ongoing learning.</p>		
Text from legislation	Recommend mechanisms for assessing how well the institution meets cultural competency standards.	Status (met, unmet, in development)	Met
Institutional Summary	<p>The college conducted its first climate survey¹ and a series of focus groups in 2020 and 2021. The survey helped establish a baseline that allows us to measure our progress toward a more inclusive environment over time.</p> <p>DAC reviewed the findings and provided recommended action, which is now under the oversight of the climate subcommittee. The findings also helped inform the DEI education offerings, the development of curriculum, and the college’s strategic plan.</p> <p>Another mechanism used for assessing how cultural competency standards are met is through the annual review of the college’s equity scorecard and affirmative action report. Positive changes in the reported measures can also be indicative of a more inclusive and culturally responsive college environment.</p>		

¹ Campus climate refers to the full range of student and employee experiences related to the learning and working environment of a college— experiences that go to the heart of whether one feels a sense of belonging and inclusion. Research indicates that social belonging is key to feeling that one can fully engage and thrive in a given environment.

ACADEMIC CALENDAR FOR 2025–2026

Prepared by

Michael Vargo, Vice President—Academic Affairs

The College utilizes a three-year perpetual Academic Calendar. The Board of Education approved the 2023–2024 and 2024–2025 academic calendars on September 21, 2022. Annually the Board of Education reviews and approves the third year of the Academic Calendar. 2025–2026 is being presented for review this year.

ACADEMIC TERMS

The college has four academic terms: summer, fall, winter and spring terms.

- Summer term has three sessions: the first intensive five-week session is June 23–July 26, 2025, the standard eight-week session is June 23–August 30, 2025, and the ten-week session for specific programs is June 23–August 16, 2025
- Fall term is eleven weeks in length: September 29–December 13, 2025
- Winter term is eleven weeks in length: January 5–March 21, 2026
- Spring term is eleven weeks in length: March 30–June 13, 2026

SUMMER FRIDAY CLOSURES

The college will be closed Fridays in July and August: July 5–August 29, 2025.

BREAKS

- A three-week break between fall and winter terms.
- A one-week break between winter and spring terms and spring and summer terms.

INSERVICE

Fall employee inservice is two weeks prior to fall term: September 15–26, 2026. The college is closed the first Tuesday of inservice for a college-wide inservice day: September 16, 2025. The college is closed the last Friday in April for a college-wide spring inservice day: April 24, 2026.

HOLIDAYS AND OTHER COLLEGE CLOSURES

The college will be closed a total of 12 days to recognize the following holidays:

- June 19, 2025—Juneteenth
- July 4, 2025—Independence Day
- September 1, 2025—Labor Day
- November 11, 2025—Veterans' Day
- November 27 and 28, 2025—Thanksgiving Day and Day After
- December 25 and 26, 2025—Winter Holidays
- January 1 and 2, 2026—New Year's Eve and New Year's Eve Day or Day After
- January 19, 2026—Martin Luther King Day
- May 25, 2026—Memorial Day

The college will also be closed for the following days:

- Saturdays, July 5 and November 29, 2025, due to Independence Day and Thanksgiving Day Holidays
- February 16, 2026—Presidents Day

The College Board of Education will be asked to approve the Academic Calendar for 2025–2026 at the January board meeting.

ACADEMIC CALENDAR

2023-2024 through 2025-2026



	2023-2024*	2024-2025*	2025-2026***
SUMMER	Summer 2023	Summer 2024	Summer 2025
Beginning of Term	Jun 26, 2023	Jun 24, 2024	Jun 23, 2025
End of Term (Intensive 5-weeks)	Jul 29, 2023	Jul 27, 2024	Jul 26, 2025
End of Term (Standard 8-weeks)	Aug 19, 2023	Aug 17, 2024	Aug 16, 2025
End of Term (Specific Programs 10-weeks)	Sep 2, 2023	Aug 31, 2024	Aug 30, 2025
Final Exams	During last class	During last class	During last class
Faculty Grade Input Period	Jul 26–Sep 5, 2023 (10 am)	Jul 24–Sep 3, 2024 (10 am)	Jul 23–Sept 2, 2025 (10 am)
Summer Friday Closures	Fridays, Jul 7–Sep 1, 2023	Fridays, Jul 5–Aug 30, 2024	Fridays, Jul 11–Aug 29, 2025
College Closure & Holidays (Juneteenth, Independence Day)	Jun 19, 2023 Jul 4, 2023	Jun 19, 2024 Jul 4, 2024 Jul 6, 2024 (Sat)**	Jun 19, 2025 Jul 4, 2025 Jul 5, 2025 (Sat)**
FALL	Fall 2023	Fall 2024	Fall 2025
Beginning of Term	Sept 25, 2023	Sep 30, 2024	Sep 29, 2025
End of Term	Dec 9, 2023	Dec 14, 2024	Dec 13, 2025
Final Exams	Dec 4–9, 2023	Dec 9–14, 2024	Dec 8–13, 2025
Faculty Grade Input Period	Oct 25–Dec 11, 2023 (10 am)	Oct 30–Dec 16, 2024 (10 am)	Oct 29–Dec 15, 2025 (10 am)
Employee Inservice	Sep 11–22, 2023	Sep 16–27, 2024	Sep 15–26, 2025
College-wide Inservice (closed to the public)	Sep 12, 2023	Sep 17, 2024	Sep 16, 2025
Winter Break	Dec 11, 2023–Jan 5, 2024	Dec 16, 2024–Jan 3, 2025	Dec 15–31, 2025
College Closures & Holidays (Labor Day, Veterans' Day, Thanksgiving Day and Day After, Saturday after Thanksgiving, Winter Holidays, New Years Eve/Day or Day After)	Sep 4, 2023 Nov 10, 2023 Nov 23 & 24, 2023 Nov 25, 2023 (Sat)** Dec 25 & 26, 2023 Jan 1 & 2, 2024	Sep 2, 2024 Nov 11, 2024 Nov 28 & 29, 2024 Nov 30, 2024 (Sat)** Dec 24 & 25, 2024 Dec 31, 2024 & Jan 1, 2025	Sep 1, 2025 Nov 11, 2025 Nov 27 & 28, 2025 Nov 29, 2025 (Sat)** Dec 25 & 26, 2025 Jan 1 & 2, 2026
WINTER	Winter 2024	Winter 2025	Winter 2026
Beginning of Term	Jan 8, 2024	Jan 6, 2025	Jan 5, 2026
End of Term	Mar 23, 2024	Mar 22, 2025	Mar 21, 2026
Final Exams	Mar 18–23, 2024	Mar 17–22, 2025	Mar 16–21, 2026
Faculty Grade Input Period	Feb 7–Mar 25, 2024 (10 am)	Feb 5–Mar 24, 2025 (10 am)	Feb 4–Mar 23, 2026 (10 am)
Spring Break	Mar 25–29, 2024	Mar 24–28, 2025	Mar 23–27, 2026
College Closures & Holidays (Martin Luther King Jr Day, Presidents Day)	Jan 15, 2024 Feb 19, 2024	Jan 20, 2025 Feb 17, 2025	Jan 19, 2026 Feb 16, 2026
SPRING	Spring 2024	Spring 2025	Spring 2026
Beginning of Term	Apr 1, 2024	Mar 31, 2025	Mar 30, 2026
End of Term	Jun 15, 2024	Jun 14, 2025	Jun 13, 2026
Final Exams	Jun 10–15, 2024	Jun 9–14, 2025	Jun 8–13, 2026
Faculty Grade Input Period	May 1–Jun 17, 2024 (10 am)	Apr 30–Jun 16, 2025 (10 am)	Apr 29–Jun 15, 2026 (10 am)
College-wide Inservice (closed to the public)	Apr 26, 2024	Apr 25, 2025	Apr 24, 2026
College Closures & Holidays (Memorial Day)	May 27, 2024	May 26, 2025	May 25, 2026
Graduation	TBD	TBD	TBD

* The 2023-2024, 2024-2025 dates were approved by the Board of Education on January 19, 2022 and subsequently re-approved on September 21, 2022 after removal of a closure day in December to reflect ratified classified bargaining agreement.

**Due to Independence Day and Thanksgiving Day Holidays, Saturday classes will not be held.

***2025-2026 Pending Board of Education Approval

All holidays are subject to bargaining agreements.

ACADEMIC CALENDAR 2025-2026



June 2025

wk	Su	M	T	W	R	F	S
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	H	20	21	
1	22	23	24	25	26	27	28
2	29	30					

July 2025

S	M	T	W	T	F	S
2		1	2	3	H	5
3	6	7	8	9	10	11
4	13	14	15	16	17	18
5	20	21	22	23	24	25
6	27	28	29	30	31	

August 2025

S	M	T	W	T	F	S
6					1	2
7	3	4	5	6	7	8
8	10	11	12	13	14	15
9	17	18	19	20	21	22
10	24	25	26	27	28	29
	31					

September 2025

wk	S	M	T	W	T	F	S
	H	2	3	4	5	6	
	7	8	9	10	11	12	13
	14	15	I	17	18	19	20
	21	22	23	24	25	26	27
1	28	29	30				

October 2025

S	M	T	W	T	F	S
	Su	M	Tu	W	Th	F
1			1	2	3	4
2	5	6	7	8	9	10
3	12	13	14	15	16	17
4	19	20	21	22	23	24
5	26	27	28	29	30	31

November 2025

S	M	T	W	T	F	S
5						1
6	2	3	4	5	6	7
7	9	10	H	12	13	14
8	16	17	18	19	20	21
9	23	24	25	26	H	29
10	30					

December 2025

S	M	T	W	T	F	S
10	1	2	3	4	5	6
11	7	8	9	10	11	12
	14	15	16	17	18	19
	21	22	23	24	H	27
	28	29	30	31		

SUMMER TERM 2025*

	Intensive 5-weeks	Standard 8-weeks	Specific Programs 10-weeks
Beginning of Term	June 23	June 23	June 23
End of Term	July 26	August 16	August 30
Final Exams	During last class	During last class	During last class
Faculty Grade Input Period	July 23–Sept 2 (10 am)	July 23–Sept 2 (10 am)	July 23–Sept 2 (10 am)
Summer Friday Closure	Fridays, July 11–August 29	Fridays, July 11–August 29	Fridays, July 11–August 29
College Closures & Holiday	June 19 (Juneteenth) July 4 (Independence Day) July 5 (Saturday)**	June 19 (Juneteenth) July 4 (Independence Day) July 5 (Saturday)**	June 19 (Juneteenth) July 4 (Independence Day) July 5 (Saturday)**

FALL TERM 2025*

Beginning of Term	September 29
End of Term	December 13
Final Exams	December 8–13
Faculty Grade Input Period	October 29–December 15 (10 am)
Employee Inservice	September 15–26
College-wide Inservice	September 16 (closed to the public)
Winter Break	December 15–31
College Closures & Holiday	September 1 (Labor Day) November 11 (Veterans' Day) November 27 & 28 (Thanksgiving/Day After) November 29 (Saturday)** December 25 & 26 (Winter Holidays) January 1 & 2 (New Years Day/Day After)

WINTER TERM 2026*

Beginning of Term	January 5
End of Term	March 21
Final Exams	March 16–21
Faculty Grade Input Period	February 4–March 23 (10 am)
Spring Break	March 23–27
College Closures & Holiday	January 19 (Martin Luther King Jr Day) February 16 (Presidents Day)

SPRING TERM 2026*

Beginning of Term	March 30
End of Term	June 13
Final Exams	June 8–13
Faculty Grade Input Period	April 29–June 15 (10 am)
College-wide Inservice	April 24 (closed to the public)
College Closures & Holiday	May 25 (Memorial Day)
Graduation	TBD

January 2026

wk	S	M	T	W	T	F	S
						H	H
1	4	5	6	7	8	9	10
2	11	12	13	14	15	16	17
3	18	H	20	21	22	23	24
4	25	26	27	28	29	30	31

February 2026

S	M	T	W	T	F	S
5	1	2	3	4	5	6
6	8	9	10	11	12	13
7	15	16	17	18	19	20
8	22	23	24	25	26	27

March 2026

S	M	T	W	T	F	S
9	1	2	3	4	5	6
10	8	9	10	11	12	13
11	15	16	17	18	19	20
	22	23	24	25	26	27
1	29	30	31			

April 2026

S	M	T	W	T	F	S
1			1	2	3	4
2	5	6	7	8	9	10
3	12	13	14	15	16	17
4	19	20	21	22	23	I
5	26	27	28	29	30	

May 2026

S	M	T	W	T	F	S
5						1
6	3	4	5	6	7	8
7	10	11	12	13	14	15
8	17	18	19	20	21	22
9	24	H	26	27	28	29
10	31					

June 2026

S	M	T	W	T	F	S
10	1	2	3	4	5	6
11	7	8	9	10	11	12
	14	15	16	17	18	H
	21	22	23	24	25	26
	28	29	30			

Registration and other key dates available at: [Enrollment Services SharePoint Site](#)

Calendar Legend

 Start of Term	 Summer Friday college closure	 Inservice days
 End of Term	 Other college closure day	 Term days
 Spring Break	 College closed for observed holiday	

* The 2025-2026 dates are PENDING Board of Education approval
 **Due to Independence Day and Thanksgiving Day Holidays, Saturday classes will not be held.
 All holidays are subject to bargaining agreements.

STATEMENT OF BUDGET PRINCIPLES 2023–2024

Prepared by

Brian Knowles, Director—Budget and Finance
Aaron Hunter, Associate Vice President/Chief Financial Officer

The Statement of Budget Principles 2023–2024 is presented for the board's information and review. These principles will be used in developing and guiding the decisions for the 2023–2024 budget.

Budget Principles and Financial Environment
2023–2024 Fiscal Year

The College's budget principles and financial environment are reviewed each fall as the budget cycle begins. The budget principles and some of the known key factors affecting the College's resources and expenses for the 2023–2024 budget are as follows:

Budget Principles

Our 2023–2024 budget will:

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

Financial Environment

Resources:

State legislative appropriation: Budget year 2023–2024 will be the first year of the 2023–2025 state biennium and, as is normal for the beginning of a new biennium, the legislative appropriation will be determined during the February-to-June 2023 legislative session. In its Agency Request Budget, the Higher Education Coordinating Commission (HECC) proposed a current service level adjusted budget of \$768.5 million to the Community College Support Fund (CCSF), an increase of 9.3 percent. The HECC also proposed a Policy Option Package requesting an additional \$140.8 million (20 percent increase) to the CCSF, with \$90.8 million recognized as the base funding needed for 2023–2025 biennium and \$50 million as one-time transition funding for the emerging enrollment reality. Historically, the Governor's Recommended Budget (GRB) would be released in early December outlining the Governor's

Information-5
December 14, 2022

program and funding priorities. However, due to the election of a new Oregon Governor, the GRB is not anticipated to be released until mid-to-late January 2023. The legislature, through the Ways and Means Committee, will make the final decision on community college funding by the end of June 2023.

State support and distribution of resources (includes property taxes): The HECC is currently convening a workgroup to review the CCSF funding formula to ensure that it aligns with state goals across postsecondary education. It is possible that the HECC may propose changes to the legislature in the 2023 legislative session. Any changes made to the formula could alter the distribution of resources and impact the College's share of the resources.

Economic growth: Initial fears of a prolonged, pandemic-induced recession in Oregon were overcome as state revenues remained strong in the 2021–2023 biennium, buoyed by an infusion of pandemic-relief federal funds. Currently, the economic climate in Oregon is mixed. Low unemployment rates and increasing wages would generally signal a stronger economy; however, the state is also facing economic headwinds with increasing inflation and reductions in discretionary consumer spending. Some economists are now predicting that Oregon could experience a mild recession in late 2022–2023 or early 2023–2024.

Enrollment: Enrollment impacts all three of the College's major sources of revenue: tuition and fees, state funding, and property taxes. Tuition and fees are impacted directly while state funding and property taxes are impacted through an enrollment-based funding distribution formula. From the enrollment peak in 2010–2011, the College has experienced nearly a 50 percent enrollment decline. Through the fall term for the current year (2022–2023), enrollment increased approximately 2 percent as compared to 2021–2022. Projecting enrollment for 2023–2024, the College is assuming flat enrollment compared to the current year.

Tuition and fee revenue: The College has experienced declines in tuition and fee revenues consistent with the loss in enrollment. Over the last three years the College has been fortunate to be the recipient of Higher Education Emergency Relief Funds (HEERF), which backfilled a portion of lost tuition and fee revenue. After the current year (2022–2023), the College anticipates having utilized all the remaining HEERF funds. Additionally, the College has been able to minimally offset overall tuition and fee revenue declines with tuition and the universal fee rate increases. Recognizing an already difficult enrollment environment, increases of \$3 per credit for tuition and \$3 per credit for universal fee were approved for fiscal year 2022–2023, increasing the tuition rate to \$99 per credit and the universal fee rate to \$37 per credit. Changes to the tuition and universal fee rates will be recommended to the College Board of Education at the January 2023 board meeting.

Expenses:

As with the College's revenues, uncertainty exists with its expenses. Inflation continues to be a concern as prices for goods and services continue to rise. Supply chain issues appear to be easing, but still exist, especially for facility-related goods and equipment. Personnel costs, which constitute approximately 80 percent of the general fund expenses, are known costs as labor contracts for both faculty and classified staff are settled through the 2023–2024 year.

Beginning in 2023–2024, with federal relief funds no longer available as a backstop for the budget, a significant decline in enrollment from the past few years, and uncertainty in future state funding levels, the College is developing a budget to adjust to the new enrollment and

Information-5
December 14, 2022

financial reality. When developing the budget for the upcoming year, the College is considering what is most strategic, focusing on critical community and workforce needs; making decisions to help preserve student enrollment whenever possible; evaluating options that will least impede the College's ability to serve the community in both the short and longer term; and considering equity implications in decision-making.

2021–2022 FINANCIAL AID AND VETERANS SERVICES UPDATE

Prepared by

Ryan West, Director—Financial Aid and Veterans Services
Bruce Clemetsen, Vice President—Student Affairs

FINANCIAL AID

In 2021–2022, the College received 16,224 FAFSA applications and 245 ORSAA applications. This represents a 9.6 percent decrease in FAFSAs and a 17.5 percent decrease in ORSAAs from the previous year (2020–2021). A total of 5,473 students received \$40,323,384 in financial aid from all sources. This reflects no significant change (18 fewer students) in the number of students receiving aid and an 11.6 percent increase in the amount of financial aid dollars over the previous year. The growth in disbursed funds is mainly attributable to the federal COVID-19 Emergency Relief Grants for students provided by the U.S. Government.

Chemeketa's 3-year cohort default rate (CDR) is currently 3 percent. The rate last year was 11.1 percent. The nationwide pause in student loan repayment enacted at the beginning of the pandemic is skewing this number lower than it would otherwise be. The eventual return to loan repayment will begin to shed more light on the actual CDR. The Financial Aid Office has contracted with a non-profit financial aid firm to provide outreach to student borrowers about their repayment obligations and options whenever the loan repayment pause ends.

The Financial Aid Office delivered \$9.6 million in emergency grants to both credit and non-credit students during the 2021–2022 school year from the Higher Education Emergency Relief Funds. Disbursements were made to enrolled students every term of the 2021–2022 school year.

VETERANS SERVICES

Thanks to a generous grant from the Oregon Department of Veterans Affairs (VA), the Veterans Services department has been able to continue individual, targeted outreach to student veterans and their families taking courses at Chemeketa. Last spring, in partnership with WorkSource Oregon, Veterans Services hosted the Student Veterans Career Fair bringing over 30 employers and 120 students through the Salem Campus to network and learn more about current open positions available to student veterans. In celebration of Veterans Day, a special breakfast to honor student veterans was held, which included faculty and staff. A Veterans Day lunch was also held allowing student veterans and their families to come together and continue to build their community of support. The Peer Advisors for Veteran Education (PAVE) program has continued to grow and expand, providing additional services and outreach to student veterans and holding hours at the Salem campus Veteran Resource Center (VRC).

The Veterans' Services department served an unduplicated count of 242 Veterans for calendar year 2022 which generated over \$1 million in revenue in tuition and fees. This represents an increase of 4 students over 2021. Beyond maintaining eligibility for VA educational benefits and counseling students through the application process, the department also administers smaller benefit programs through the state of Oregon. The recent VA audit of the department showed no findings or areas of concern.

PERSONNEL REPORT

Prepared by

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

NEW HIRES

Trevor A. Bachman, Technology Analyst I—Information Technology, Governance and Administration Division, 100 percent, 12-month assignment, Range C-1, Step 2.

Lidia K. Luna Chavez, Student Services Specialist—Student Retention and College Life, Student Development and Learning Resources Division, 100 percent, 12-month assignment, Range B-3, Step 2.

Margarita I. Mendoza Lopez, Student Services Specialist—Student Retention and College Life, Student Development and Learning Resources Division, 100 percent, 12-month assignment, Range B-3, Step 2.

Stuart B. Tennant, Student Services Specialist—Counseling and Career Services, Student Affairs Division, 100 percent, 12-month assignment, Range B-3, Step 5.

Conner K. Yechout, Maintenance/Trades Assistant—Capital Projects and Facilities, College Support Services Division, 100 percent, 12-month assignment, Range A-4, Step 2.

POSITION CHANGES

Ashley L. “Ash” Lady, Maintenance/Trades Specialist—Capital Projects and Facilities, College Support Services Division, 100 percent, Range B-3, Step 3, from Maintenance/Trades Technician I—Capital Projects and Facilities, College Support Services Division.

Cintia Ramos Carreon, Student Services Technician—Student Recruitment, Enrollment and Graduation Services, Student Affairs Division, 100 percent, Range B-2, Step 7, from Student Services Assistant—Student Recruitment, Enrollment and Graduation Services, Student Affairs Division.

Carlos M. Zuleta, Department/Project/Coordinator/Analyst—Library and Learning Resources, Student Development and Learning Resources Division, 100 percent, Range C-1, Step 3, from Instructional Technician—Library and Learning Resources, Student Development and Learning Resources Division.

RETIREMENTS

Bruce Clemetsen, Vice President-Student Affairs—President’s Office Division, effective December 31, 2022.

Standard Report-1
December 14, 2022

SEPARATIONS

Cristina Y. Barba, Student Services Coordinator/Analyst 1-11 months—Student Recruitment, Enrollment and Graduation Services, Student Affairs Division, effective January 31, 2023.

BUDGET STATUS REPORT

Prepared by

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

The financial reports of the general fund and investments for the period from July 1, 2022, through November 30, 2022, are attached.

The following items are included in the report:

- General Fund Revenue and Expense Statement
- General Fund Budget Status Report
- Status of Investments as of November 30, 2022

Chemeketa Community College
Statement of Resources and Expenditures
As of November 30, 2022

Fund 100000 - General Fund Unrestricted

	<u>ADJUSTED BUDGET</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>% OF BUDGET</u>	<u>VARIANCE TO BUDGET</u>
Resources:				
Beginning Fund Balance	16,000,000	-	0.00%	(16,000,000)
Property Taxes	26,190,000	20,392,058	77.86%	(5,797,942)
Tuition and Fees	24,730,000	15,541,826	62.85%	(9,188,174)
State Appropriations - Current	27,514,656	18,225,866	66.24%	(9,288,790)
State Appropriations - Carryover from FY22	9,315,344	9,315,344	100.00%	-
Indirect Recovery	940,000	393,015	41.81%	(546,985)
Interest	610,000	487,499	79.92%	(122,501)
Miscellaneous Revenue	460,000	75,751	16.47%	(384,249)
Transfers In	800,000	-	0.00%	(800,000)
Total Resources	106,560,000	64,431,359	60.46%	(42,128,641)
Expenditures:				
Instruction	39,639,384	13,153,180	33.18%	26,486,204
Instructional Support	14,597,497	5,354,501	36.68%	9,242,996
Student Services	10,105,352	3,717,029	36.78%	6,388,323
College Support Services	19,804,351	7,603,260	38.39%	12,201,091
Plant Operation and Maintenance	7,723,416	2,546,037	32.97%	5,177,379
Transfers	5,190,000	2,371,866	45.70%	2,818,134
Total Expenditures (Excluding Contingency)	97,060,000	34,745,873	35.80%	62,314,127
Contingency	8,000,000	-	0.00%	8,000,000
Total Expenditures	105,060,000	34,745,873	33.07%	70,314,127
Unappropriated Ending Fund Balance	1,500,000			

Chemeketa Community College
Budget Status Report
As of November 30, 2022

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	10,714,491	4,231,382	5,771,770	711,339
6120	Classified Salaries	14,280,198	5,254,573	7,034,585	1,991,040
6124	Part-Time Hourly & Student Wages	1,393,494	412,262	-	981,232
6130	Faculty Salaries	17,578,831	5,995,224	10,681,960	901,647
6132	Part-Time Faculty	8,818,811	2,819,979	660,823	5,338,009
6510	Fixed Fringe Benefits	10,157,304	3,776,405	-	6,380,899
6511	Variable Fringe Benefits	16,948,232	5,935,321	-	11,012,911
6512	Other Fringe Benefits	380,000	99,879	-	280,121
	Subtotal Personnel Services	80,271,361	28,525,025	24,149,138	27,597,198
					35.54%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,913,313	361,660	-	1,551,653
720	Equipment \$500-\$4,999	280,638	19,822	29,631	231,185
7300	Legal Services	118,300	2,177	44,200	71,923
7310	Insurance	704,245	767,232	-	(62,987)
7320	Maintenance	452,005	100,289	26,730	324,986
7330	Communications	967,558	241,734	-	725,824
7340	Utilities	2,004,161	511,937	52,454	1,439,770
7350	Staff Development	128,180	25,691	-	102,489
7360	Travel	390,159	41,073	-	349,086
7370	Other Services	4,403,573	1,703,833	348,396	2,351,344
7550	Capital Outlay	236,507	73,534	87,549	75,424
8150	Transfers Out	5,190,000	2,371,866	-	2,818,134
	Subtotal Non-Personnel Services	16,788,639	6,220,848	588,960	9,978,831
					37.05%
8500	Contingency	8,000,000	-	-	8,000,000
	Report Totals	105,060,000	34,745,873	24,738,098	45,576,029
					33.07%

Standard Report-2
December 14, 2022

STATUS OF INVESTMENTS AS OF November 30, 2022

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 11/30/2022</u>
Oregon Short-Term Fund - General	11/30/2022	On demand	\$ 39,963,182.91	2.850%
Oregon Short-Term Fund - Capital	11/30/2022	On demand	\$ 8,944,826.48	2.850%
Total Oregon State Treasurer Investments			<u>\$ 48,908,009.39</u>	
<u>Other Investments</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
Treasury Note - United States Treasury	12/10/2021	11/30/2022	\$ 1,996,866.68	0.290%
Treasury Note - United States Treasury	12/10/2021	12/31/2022	\$ 1,996,679.34	0.335%
Treasury Note - United States Treasury	12/10/2021	1/31/2023	\$ 2,044,514.35	0.346%
Treasury Note - United States Treasury	2/22/2022	1/31/2023	\$ 1,983,866.00	0.990%
Treasury Note - United States Treasury	12/13/2021	2/28/2023	\$ 1,995,025.14	0.361%
Treasury Note - United States Treasury	2/22/2022	2/28/2023	\$ 1,981,540.00	1.040%
Treasury Note - United States Treasury	12/13/2021	3/31/2023	\$ 1,993,415.11	0.400%
Corporate Note - Royal Bank of Canada	5/13/2022	4/17/2023	\$ 1,991,526.67	2.217%
Treasury Note - United States Treasury	12/13/2021	4/30/2023	\$ 1,991,623.87	0.441%
Corporate Note - Bank of Nova Scotia	11/1/2021	5/1/2023	\$ 5,083,675.69	0.505%
Corporate Note - Chevron	12/9/2021	5/11/2023	\$ 2,595,258.67	0.647%
Gov't Agency - Federal Home Loan Mtg. Corp.	12/8/2021	6/19/2023	\$ 2,093,699.44	0.521%
Corporate Note - Toronto Dominion Bank	11/3/2021	7/19/2023	\$ 4,247,604.44	0.458%
Treasury Note - United States Treasury	9/23/2022	8/31/2023	\$ 2,444,284.05	3.917%
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%
Gov't Agency - Federal Home Loan Mtg. Corp.	11/30/2022	10/25/2023	\$ 1,915,373.89	4.849%
Corporate Note - Bank of Montreal	11/8/2022	6/28/2024	\$ 2,873,160.00	5.223%
Corporate Note - JPMorgan Chase	10/20/2022	1/23/2025	\$ 1,919,760.00	5.033%
Total Other Investments			<u>\$ 45,579,061.45</u>	

13 week Treasuries 4.27% as of 11/30/2022

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

CAPITAL PROJECTS REPORT

Prepared by

Rory Alvarez, Director—Facilities and Operations
Aaron Hunter, Associate Vice President/CFO

CURRENT AND COMPLETED CAPITAL PROJECTS

Salem Campus Building 36

Remodel of space to accommodate the relocation of the SOAR program. This program is currently housed in Building 34. This remodel will change one classroom into multiple offices and open spaces up for better visibility of the internal processes of this program. Construction is complete and occupants have been moved into the space.

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

Salem Campus Building 1

HVAC units are on order to replace roof top units. Updated shipping dates should be received in the next month or so.

Salem Campus Building 2

Replace Roof top units (RTU) A and D plus controls. Working with structural and mechanical engineers on design.

Salem Campus Building 6

Replace air handler unit (AHU) 2. Startup has been completed and building is operational.

Salem Campus Building 14

The AHU replacement is complete. Coordinating electrical and controls installation.

Salem Campus Building 37

Replacing all RTUs and controls. Equipment on order.

Salem Campus Building 38

Replacing all RTUs and controls. Equipment has been installed and is functional. Control upgrade will be complete in December.

Salem Campus Building 48

All units that have been installed and are operational excluding Maps Credit Union which will be completed on December 11, 2022.

Salem Campus Building 50

All splits systems have been replaced. The RTUs will be installed during winter break.

Santiam Center

Replacing all RTUs and controls. Equipment is on order.

Standard Report-3
December 14, 2022

CCBI

All units are installed, and all work is complete.

Brooks Building 1

Replacing all RTUs and controls. Equipment is on order.

Eola Building 1

RTUs and building controls replacement are projected. Installation will take place during December. Controls to follow.

See Appendix-2; Campus Map pages 105-106.

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.

On Thursday, November 17, Esthela Zendejas, Otilia Morales, and Taylor Cantonwine from the Office of Institutional Advancement represented Chemeketa at Colonia Libertad (farmworker housing) during the T.E.A.C.H. program, which is a workshop series held by Evolve Workforce and Multifamily Housing and whose primary mission is to keep people in their homes. Evolve provides high-quality, multifamily, and affordable housing across communities in Oregon and the Pacific Northwest. Twenty resident participants, most of them women, engaged in the presentation and had many questions about programs, resources, financial aid, ESOL, GED, and scholarship opportunities. This outreach is representative of ongoing efforts by the department to reach people where they are in smaller settings so that every question can be answered in both Spanish and English.

On Friday, November 18th, the Chemeketa Woodburn Center hosted the Woodburn Chamber of Commerce Greeters program. The event featured the Chemeketa Center for Business & Industry (CCBI). The CCBI staff shared tools and training programs that help create success in employees, managers and organizations as well as services ranging from online classes to customized training, reference material and professional advising. Present at the event were: the college president, Jessica Howard, who shared information about the upcoming Chemeketa's Business Baccalaureate degree; DIANE WATSON, board member who represents the Woodburn area; DIANE MCLARAN, Community Relations Director; R. TAYLOR, Executive Director of CCBI; VALERIE FRY, CCBI Instructional Coordinator; SILVIA MARIN LOPEZ, CCBI department assistant; ELIAS VILLEGAS, Woodburn Center Dean, who provided a Woodburn Center student enrollment and demographics update; DAISY ARELLANO, Department Specialist; and JESUS MORENO, Woodburn Center Advisor.

The annual Oregon American Association for Women in Community Colleges (AAWCC) fall conference was held in Portland on November 17 and 18. MEGAN COGSWELL was selected as Chemeketa's top choice to receive the AAWCC Community College Excellence Award. JESSICA HOWARD attended to present Megan the award. Only one award is given from each college per year. LYNN IRVIN facilitated a workshop entitled, *The Nearly 1,001 Benefits of Mentorship*, detailing the organization's state mentoring program that she helped develop.

Chemeketa Fire Program students, CAPTAIN DAVID NELSON, AO MATTHEW MACAULAY, and firefighters AARON CROWELL, VAUGELIS DUGDALE, OSCAR GOMEZ, REBEKAH HEADLEY, ANTHONY MILLA, RYAN REDMAN BROWN, and RIVER VALDEZ SAVAGE, participated in the annual Muscular Dystrophy Association (MDA) Fill the Boot Fundraiser, and received a thank you letter from the Professional Firefighters Association of Marion County IAF L2557 for their participation.

Separate Action-1
December 14, 2022

**APPROVAL OF RETIREMENT RESOLUTION
NO. 22-23-20, BRUCE CLEMETSEN
[22-23-111]**

Prepared by

David Hallett, Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached is the resolution honoring Bruce Clemetsen who retires effective December 31, 2022.

It is recommended that the College Board of Education adopt Resolution No. 22-23-20, Bruce Clemetsen.

Separate Action-1
December 14, 2022

**RETIREMENT RESOLUTION NO. 22-23-20,
BRUCE CLEMETSEN**

WHEREAS Bruce Clemetsen began his 2-year association, as a salaried employee, with Chemeketa Community College in December 2020; and

WHEREAS Bruce Clemetsen gave dedicated service to Chemeketa Community College currently as Vice President-Student Affairs of Student Affairs Division; therefore,

BE IT RESOLVED, that upon his retirement date of December 31, 2022, the College Board of Education hereby honors and commends Bruce Clemetsen for his loyalty, dedication, and personal commitment to Chemeketa Community College.

Ron Pittman
Board Chairperson

Jessica Howard
President/Chief Executive Officer

Action-1
December 14, 2022

**APPROVAL OF ADVISORY COMMITTEES FOR 2022–2023
[22-23-112]**

Prepared by

Holly Nelson, Executive Dean—Regional Education and Academic Development
Marshall Roache, Executive Dean—Career and Technical Education
Michael Vargo, Vice President—Academic Affairs

Advisory committees play a significant role in the development of Chemeketa’s educational programs. Each year recognized and respected specialists representing a cross-section of their occupational fields are recruited from throughout the college’s district to serve three-year terms on career and technical advisory committees. The members, with their understanding of the needs of employers and employees in the community, provide assistance in developing and maintaining programs and curricula which reflect the needs of the workplace. There are approximately 495 community members and college staff serving on 33 college advisory boards. The members meet in their respective committees at least three times during the academic year, fall through spring term.

It is recommended that the College Board of Education approve the Advisory Committee membership lists for 2022–2023.

Action-1
December 14, 2022

**Chemeketa Community College
Advisory Committees for 2022-23**

Role

Advisory committees play a vital role in advancing the college's preparation of a quality workforce to meet our district's employment needs. The committees serve as highly effective resources for continuous program improvement and evaluation. The influence of advisory committees in assisting the college to make wise decisions concerning the direction of career and technical education at Chemeketa is significant.

Advisory committees are composed of recognized and respected community members who represent a cross-section of their occupational field. College staff and current students also attend meetings to provide input on educational and workforce issues. Together, advisory committee members develop and implement an annual plan of work to assist programs in meeting the needs of career and technical students and to reflect the requirements of the work world.

Advisory Committees

Accounting
AgriBusiness Management
Anesthesia Technician
Apprenticeship Electrician
Apprenticeship HVAC/R
Apprenticeship Plumbers
Apprenticeship Sheet Metal
Automotive Technology
Building Inspection Technology
Business Management
Computer Information Systems
Criminal Justice
Diesel Technology
Dental Assisting
Drafting Technology
Early Childhood Education
Electronic Technologies and Robotics
Emergency Medical Technology
Fire Protection
Health Information Management
Horticulture
Hospitality and Tourism Management
Human Services
Machining Technology
Medical Assisting
Nursing Education
Occupational Skills Training
Office Administration and Technology
Pharmacy Technology
Speech Language Pathology Assistant
Visual Communications
Welding Technology
Wine Studies

Action-1
 December 14, 2022
Accounting Advisory Committee
 2022-23

Degrees and Certificates

Accounting Associate of Applied Science
 Accounting Baccalaureate Preparation Certificate of Completion
 Accounting Certificate of Completion
 Payroll Certificate of Completion
 Tax Preparation Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Member	Hamilton	Robert	State of Oregon/Dept of Admin Services	Salem	Marion
Member	Jackson	Vickie	AccurAccounts	Keizer	Marion
Member	Perkins	Robin	Geffen Mesher, P.C.	Portland	Multnomah, Clackamas
Member	Stone	Sarah	Geffen Mesher, P.C.	Portland	Multnomah, Clackamas
Member	Salinas-Oliveros	Rebecca	Chemeketa		
Member	Wu	Jack	Chemeketa		
Ex-Officio	Alvarez	Cleo	Chemeketa		
Recording Secretary	Butler	Trina	Chemeketa		
Executive Secretary	Tuss	Lana	Chemeketa		
Program Director	Taylor	R.	Chemeketa		

Action-1
 December 14, 2022
AgriBusiness Management Advisory Committee
 2022-23

Degrees and Certificates

Non-credit Workforce Training

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Fitts	Joseph	CPA- Aldrich Advisors	Salem	Marion
Vice Chair	Wymore	Nick	Columbia Bank	Salem	Marion
Member	Duerst	Douglas	IOKA Farms, Inc.	Silverton	Marion
Member	Dusschee	Dan	Freedom Hill Vineyard	Dallas	Polk
Member	Goddik	Arne	Arne Goddik Farms	Dayton	Yamhill
Member	Kuenzi	Terry	Kuenzi & Company, LLC	Salem	Marion
Member	Stein	Ralph	Yamhill Vineyards	Yamhill	Yamhill
Member	Gamroth	Dennis	Pacific Risk Management, Inc.	Salem	Marion
Member	Beilke	Terry	Beilke Family Farms	Brooks	Marion
Member	Fitts	Joseph	Aldrich Advisors	Salem	Marion
Ex-Officio Dean	Ray	Tim	Chemeketa		
Ex-Officio Faculty	LaVine	Phil	Chemeketa		

Action-1
December 14, 2022
Anesthesia Technology Advisory Committee
2022-23

Degrees and Certificates

Anesthesia Technology Associate of Applied Science

Role on Committee	Last Name	First Name	Organization	City	County
Member	Nevaras	Melissa	Salem Health	Salem	Marion
Member	Hoover	Denise	Salem Health	Salem	Marion, Yamhill, Polk
Member	Craft	Gregory	Salem Health	Salem	Marion
Member	Bay	Nathan	Kaiser Permanente	Salem	Marion
Member	Baker	Darrell	Providence St. Vincent Medical Center	Portland	Washington, Multnomah
Ex-Officio	Pierce	Tim	Chemeketa		
Ex-Officio	Coker	Erika	Chemeketa		
Ex-Officio	Buckholz	Cheryl	Chemeketa		
Executive Secretary	West	Gary	Chemeketa		
Program Director	Kellogg	Sandi	Chemeketa		

Action-1
 December 14, 2022
Apprenticeship Electrician Advisory Committee
2022-23

Degrees and Certificates

Electrician Apprenticeship AAS and Certificate, Limited Electrician Apprenticeship Technologies Certificate

Role on Committee	Last Name	First Name	Organization	City	County
Recording Secretary	Dummer	Dan	Engelman Electric	Hubbard	Marion
Member	Shepherd	Steve	Bear Electric	Donald	Marion
Member	Williams	Ralph	Clackamas County	Oregon City	Clackamas
Member	Redman	Carl	Bear Electric	Donald	Marion
Member	Wheeler	Chris	City of Salem	Salem	Marion
Member	Simpson	Kevin	Simpson Electric	McMinnville	Yamhill
Member	Barklow	Lee	Whiskey Hill Electric	Hubbard	Marion
Chair	Fobert	John	Whiskey Hill Electric	Hubbard	Marion
Alternate Member	Rush	Jason	Monmouth Electric	Monmouth	Linn
Alternate Member	Morris	John	Renoud Electric	Sheridan	Yamhill
Alternate Member	Vertner	Jessica	Vertner Electric	Otis	Lincoln
Alternate Member	Moreland	Josh	All in One Electric	Corvallis	Benton

Action-1
December 14, 2022

**Apprenticeship HVAC/R Advisory Committee
2022-23**

Degrees and Certificates

Construction Trades Apprenticeship AAS and Certificate - HVAC Concentration

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Gagle	Mark	Gagles Heating	Salem	Marion, Polk, Yamhill
Executive Secretary	Rooney	Rick	State of Oregon	Salem	Marion
Member	White	James	Hollmeyer HVAC	Stayton	Marion, Polk, Yamhill
Member	Wiley	Robin	Judsons	Dallas	Marion, Polk, Yamhill
Member	Flande	Ben	Home Comfort	Dallas	Marion, Polk, Yamhill
Member	Parker	Dan	West Coast Mechanical	Salem	Marion, Polk, Yamhill
Executive Secretary	Dean	Reshone	Chemeketa	Salem	Marion, Polk, Yamhill
Program Director	Cogswell	Megan	Chemeketa	Salem	Marion, Polk, Yamhill

Action-1
 December 14, 2022
Apprenticeship Plumbers Advisory Committee
2022-23

Degrees and Certificates

Construction Trades Apprenticeship AAS and Certificate - Plumbers Concentration

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Hatch	Jon	Linn-Benton Plumbing	Albany	Northwest Region
Executive Secretary	Dyemartin	Frank	Oregon Cascade Plumbing & Heating	Salem	Northwest Region
Member	Green	John	Jet Industries	Salem	Northwest Region
Member	Hackney	Erin	DoneRite Plumbing	Turner	Northwest Region
Member	Hardman	Lisa	Evenflo Plumbing	Corvallis	Northwest Region
Member	Cleveland	John	Tip Top Plumbing	Salem	Northwest Region
Member	Colby	Marv	Evergreen Plumbing	Salem	Northwest Region
Member	Derkatch	Jeremiah	Premium NW Services	Salem	Northwest Region
Member	Hardman	Jim	Evenflo Plumbing	Corvallis	Northwest Region
Member	Stumbough	Jake	HR Mechanical Services	Lebanon	Northwest Region
Member	Adams	Stuart	Jet Industries	Salem	Northwest Region
Member	Jolly	Kevin	DSL Builders	Salem	Northwest Region
Member	Hatch	Kelly	Linn-Benton Plumbing	Albany	Northwest Region
Program Director	Beaver	Heather	Area II Plumbers JATC	Salem	Northwest Region

Action-1
December 14, 2022
Apprenticeship Sheet Metal Advisory Committee
2022-23

Degrees and Certificates

Construction Trades Apprenticeship AAS and Certificate - Sheet Metal Concentration

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Combs	Darrin	Salem Heating & Sheet Metal	Salem	Marion, Polk, Yamhill
Executive Secretary	Vedrode	Steve	Santiam Heating & Sheet Metal	Stayton	Marion, Polk, Yamhill
Member	Garrett	Dave	Santiam Heating & Sheet Metal	Stayton	Marion, Polk, Yamhill
Member	Stephens	Al	Stephens Heating & AC	Corvallis	Linn
Member	Carson	Bob	Retired SM worker	Salem	Marion/Lincoln
Member	Strickler	Austin	Tangent	Tangent	Linn
Executive Secretary	Dean	Reshone	Chemeketa	Salem	Marion, Polk, Yamhill
Program Director	Cogswell	Megan	Chemeketa	Salem	Marion, Polk, Yamhill

Action-1
December 14, 2022
Automotive Technology Advisory Committee
2022-23

Degrees and Certificates

Automotive Technology Associate of Applied Science
Automotive Body Repair Certificate of Completion
Automotive Entry Level Technician Certificate of Completion
Automotive Machining Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Pastre	Chris	Capitol Auto Group	Scio	Marion
Member	Bowyer-Gottfried	Amy	Oregon State Police Fleet Services	Aumsville	Marion
Member	Buchheit	Mathew	Howell Automotive	Silverton	Marion
Member	Gutierrez	Jose	Capital Transmission	Salem	Marion
Member	Jensen	Craig	Davison Auto Parts	Silverton	Marion
Member	Lucas	Shawn	Capitol Chevrolet Cadillac	Salem	Marion
Member	Luken	Malcolm	AJ's Auto Repair	Salem	Marion
Member	Nguyen	Chi	Capitol Subaru	Salem	Marion
Member	Peterson	Robert	Brooks Automotive	Brooks	Marion
Member	Ragan	Margaret	Northwest Automotive Trades Association	Portland	Statewide/Northwest Region
Member	Rife	Robert	AJ's Auto Repair	Aumsville	Marion
Ex-Officio	Gastoni	Bill	Oregon State Penitentiary (Chemeketa Corrections Education)	Salem	Marion
Ex-Officio	Livermore	Doug	Sprague High School	Salem	Marion
Ex-Officio	Thiel	Noel	McKay High School	Salem	Marion
Ex-Officio	Melting	Mike	McNary High School	Salem	Marion
Ex-Officio	Carlson	Kip	Chemeketa		
Ex-Officio	Covey	Brian	Chemeketa		
Ex-Officio	Herrera-Perez	Eusebio	Chemeketa		
Ex-Officio	Kuhn	Gary	Chemeketa		
Ex-Officio	McLearn	Brian	Chemeketa		
Ex-Officio	Olheiser	Sam	Chemeketa		
Ex-Officio	Perkins	Daniel	Chemeketa		
Ex-Officio	Rogers	Doug	Chemeketa		
Program Dean	Cheyne	Larry	Chemeketa		
Recording Secretary	Monson	Suzanne	Chemeketa		

Action-1
 December 14, 2022
Building Technology Advisory Committee
 2022-23

Degrees and Certificates

Building Inspection Technology Associate of Applied Science
 Building Inspector Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Member	Tamerhoulet	Rebai	City of Salem	Salem	Marion
Member	Carlson	Dan	City of Wilsonville	Wilsonville	Clackamas, Washington, Polk
Member	Mandal	Brad	City of Bend	Bend	Deschutes
Member	Jones	Daryl	City of Silverton	Silverton	Marion, Polk
Member	Kennedy	Jeff	City of Independence	Independence	Polk
Member	Phelps	Jason	City of Hillsboro Building Department	Hillsboro	Washington, Yamhill
Member	Piercy	Janell	City of Portland, Bureau of Development Services	Portland	Multnomah
Chair	Scheid	Randy	Deschutes County	Bend	Deschutes
Ex-Officio	Salinas-Oliveros	Rebecca	Chemeketa-CWE		
Recording Secretary	Stahr	Kelli	Chemeketa-Polk		
Program Director	Miller	Glen	Chemeketa-Polk		

Action-1
 December 14, 2022
Business Management Advisory Committee
 2022-23

Degrees and Certificates

Management Associate of Applied Science
 Procurement and Supply Chain Management Associate of Applied Science
 Procurement Management Certificate of Completion
 Retail Management Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Member	Cobbs	Pam	MaPs Credit Union	Salem	Marion
Member	Lamb	Sue	Dallas Retirement Village	Dallas	Polk
Member	Molyneaux	Erin	Phiz Spa	Salem	Marion
Member	Morris	John	Oregon State University	Corvallis	Benton
Member	Satak	Sarah	Kroger	Portland	Multnomah
Member	Narkon	Vicky	Eden Construction	Salem	Marion
Ex-officio	Aguirre	Blanca	Chemeketa		
Ex-Officio	Hillyer	Rebecca	Chemeketa		
Ex-Officio	Jones	Jason	Chemeketa		
Ex-Officio	Lancaster	Diane	Chemeketa		
Ex-officio	Newton	Kristi	Chemeketa		
Ex-Officio	Prange	Teresa	Chemeketa		
Ex-Officio	Salinas-Oliveros	Rebecca	Chemeketa		
Ex-Officio	Jackson	Jay	Chemeketa		
Recording Secretary	Butler	Trina	Chemeketa		
Executive Secretary	Edwards	Karen	Chemeketa		
Program Director	Taylor	R.	Chemeketa		

Action-1
 December 14, 2022
Computer Information Systems Advisory Committee
 2022-23

Degrees and Certificates

Computer Systems and Information Technology Associate of Applied Science
 Computer Programming Certificate of Completion
 Systems Administrator and Network Security Certificate of Completion
 Web Developer Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Gawne	Andrew	Dept of Consumer & Business Services	Salem	Marion
Vice Chair	Birkel	Judson	South Salem High School	Salem	Marion
Member	Hinds	Drew	Silver Falls School District	Silverton	Marion
Member	Miller	Jordan	PH Tech	Salem	Marion, Polk, Yamhill
Member	Rich	Kevin	Foureyes	Portland	Polk
Member	Rollins	Brian	Umpqua Bank	Hillsboro	Washington
Member	Smith	Greg	Salem-Keizer School District - West Salem High School	Salem	Marion, Polk
Member	Webb	Brandon	Lane ESD	Eugene	Lane
Member	Zavala	Francisco	Linn Benton Lincoln ESD	Albany	Linn/Benton
Member	Bradfield	Eric	Salem Keizer Public Schools	Salem	Marion
Ex-Officio	Hall	Matthew	Chemeketa		
Ex-Officio	Hiatt	Jonathan	Chemeketa		
Ex-Officio	Kraus	Donald	Chemeketa		
Ex-Officio	Salinas-Oliveros	Rebecca	Chemeketa		
Ex-Officio	Yamada	Hazel	Chemeketa		
Ex-officio	Alvarez	Cleo	Chemeketa		
Recording Secretary	Butler	Trina	Chemeketa		
Executive Secretary	Reininger	Mandy	Chemeketa		
Program Director	Taylor	R.	Chemeketa		

Action-1
December 14, 2022
Criminal Justice Advisory Committee
2022-23

Degrees and Certificates

Corrections Associate of Applied Science
Criminal Justice Associate of Applied Science
Juvenile Justice Associate of Applied Science
Law Enforcement Associate of Applied Science
Basic Corrections Certificate of Completion
Basic Law Enforcement Certificate of Completion
Juvenile Corrections Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Daniel	Mark	Mt. Angel Police Department	Mt. Angel	Marion
Member	Arthur	Dylan	Oregon Board of Parole & Post-Prison Supervision	Salem	Marion
Member	Landers	Jeremy	Marion County Sheriff's Office	Salem	Marion
Member	Miller	Skip	Salem Police Department	Salem	Marion
Member	Plummer	Teresa	Oregon Dept of Corrections	Salem	Marion
Member	Taylor	Don	Turner Police Department	Turner	Marion
Vice Chair	Brown	Dr. Irvin	Salem-Keizer NAACP	Salem/Keizer	Marion
Member	Chase	Mark	Gervais Police Department	Gervais	Marion
Member	Rash	David	City of Hubbard	Hubbard	Marion
Member	Spross	Mark	METCOM 9-1-1	Woodburn	Marion
Member	Strack	Michael	Monmouth Police Department	Monmouth	Polk
Recording Secretary	Sebern	Allison	Chemeketa-BRTC		
Program Dean	Birmingham	Jordan	Chemeketa-BRTC		
Executive Dean	Roache	Marshall	Chemeketa		

Action-1
 December 14, 2022
Dental Assisting Advisory Committee
2022-23

Degrees and Certificates

Dental Hygiene Bachelor of Science (Oregon Institute of Technology partnership)
 Dental Assisting Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Carriger	Haylee	Kaiser Permanente	Salem	Marion
Member	Clark	Rachel	CTGR	Sheridan	Polk, Yamhill
Member	Hendrix	Paula	OIT Dental Hygiene	Salem	Marion
Member	Ray	Dr. Tricia	Private Practice	Salem	Marion
Ex-Officio	Lomax	Jillian	Chemeketa		
Ex-Officio	Del Real	Melissa	Chemeketa		
Ex-Officio	Branch	Marty	Chemeketa		
Ex-Officio	Radu	Kara	Chemeketa		
Ex-Officio	Rollins	Dr. Abigail	Chemeketa		
Program Dean	Kellogg	Sandi	Chemeketa		

Action-1
 December 14, 2022
Diesel Technology Advisory Committee
2022-23

Degrees and Certificates

Diesel Technology AAS Degree

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Thomas	Patrick (Pat)	Premier Truck Group	Salem, Portland	Marion, Multnomah
Member	Sheldon	Randy	Peterson Cat - Recruiting	Salem	Marion
Member	Stoneking	Robert (Robbie)	Holt Ag Solutions	Silverton	Marion
Member	Morse	Brandon	Pape Machinery	Eugene	All Counties in OR
Member	Tomlinson	Kami	Premier Truck Group	Brooks	Marion and Multnomah
Member	Ballard	Lee	Pape Machinery	Eugene	All Counties in OR
Vice Chair	Smith	Rich	Premier Truck Group	Brooks	Marion
Recording Secretary	Sebern	Allison	Chemeketa-BRTC		
Program Dean	Birmingham	Jordan	Chemeketa-BRTC		
Program Chair	Ruby	Kevin	Chemeketa-BRTC		
Executive Dean	Roache	Marshall	Chemeketa		

Action-1
 December 14, 2022
Drafting Technology Advisory Committee
2022-23

Degrees and Certificates

Computer-Assisted Drafting (CAD) Associate of Applied Science
 Architectural Drafting Certificate of Completion
 Computer-Assisted Drafting (CAD) Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Member	Benthin	Lyndsay	Jacobs	Corvallis	Marion, Polk, Yamhill (multi-county/state, international)
Member	Daley	Sarah	AC + Co Architecture Community	Salem	Marion
Member	Davis	Bret	Jet Industries	Salem	Marion
Member	Galindo	Jahaziel	Update: Percipient Architecture, LLC	Salem	Marion
Member	Merritt	Josh	Lenity Architecture	Salem	Marion
Member	Neimeyer	Matt	Keller Associates	Salem	Marion, Polk
Member	Sharp	Ryan	Westech Engineering, Inc.	Salem	Marion
Ex-Officio	Tinnell	Rob	Career Technical Education Center	Salem	Marion
Ex-Officio	Borden	Tiffany	Chemeketa		
Ex-Officio	Carlson	Kip	Chemeketa		
Ex-Officio	Frank	Andrew	Chemeketa		
Ex-Officio	Kelly	Mike	Chemeketa		
Ex-Officio	Kuhn	Gary	Chemeketa		
Ex-Officio	Morgan	James	Chemeketa		
Ex-Officio	Watkins	Carmen	Chemeketa		
Program Dean	Cheyne	Larry	Chemeketa		
Recording Secretary	Monson	Suzanne	Chemeketa		

Action-1
 December 14, 2022
Early Childhood Education Advisory Committee
 2022-23

Degrees and Certificates

Early Childhood Education Associate of Applied Science
 Early Childhood Education Certificate of Completion
 Infant/Toddler Certificate of Completion
 Preschool Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Judge	Megan	Parent advisory representative	Salem	Marion
Member	Barrows	Wendy	Mid-Willamette Valley Community Action Head Start	Salem	Polk
Member	Hamilton	Tanya	Family Building Blocks	Salem	Marion
Member	Harnisch	Lisa	Early Learning Hub	Salem	Marion, Polk
Member	Suefert	Julie	Community Action Head Start	Salem	Marion, Polk
Member	Vandehey	Shannon	Community Action Child Care Resources	Salem	Marion, Polk, Yamhill
Ex-Officio	Carlson	Kip	Chemeketa		
Ex-Officio	Kuhn	Gary	Chemeketa		
Ex-Officio	Romaine	Erica	Chemeketa		
Ex-Officio	Trattner	Tamara	Chemeketa		
Ex-Officio	Yancey	Theresa	Chemeketa		
Recording Secretary	Butler	Trina	Chemeketa		
Executive Secretary	Ditterick	Pam	Chemeketa		
Program Dean	Taylor	R.	Chemeketa		

Action-1
December 14, 2022
Electronic Technologies and Robotics Advisory Committee
2022-23

Degrees and Certificates

Electronic Engineering Technician Associate of Applied Science
Industrial Electronics Associate of Applied Science Option
Renewable Energy Management Associate of Applied Science Option
Electronics Certificate of Completion
Robotics Associate of Applied Science

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Cunningham	Joseph	Oregon Department of Transportation	Salem	Marion
Vice Chair	Grunberg	Keith	Hunter Communications	Keizer	Marion
Member	Bailey	Scott	Test Products International	Beaverton	Washington
Member	Bennett	Joan	Retired Industry Member	Salem	Marion
Member	Blair	Ray	CISCO Systems	Lake Oswego	Clackamas
Member	Haider	Laer	Oregon DHS, OHA	Salem	Marion
Member	Halleen	Eric	Fortinet	Salem	Marion
Member	Harris	Blain	Dallas Glass	Dallas	Polk
Member	Hughes	David	FLIR Systems	Wilsonville	Clackamas
Member	Luebbers	Dominic	Oregon State Police	Salem	Marion
Member	Robinson	Kenneth	Pepsi NW Beverages	Salem	Marion
Member	Pashley	Brian	Micro Systems Engineering, Inc.	Lake Oswego	Clackamas
Member	Rosanbalm	Michael	Unknown	Aumsville	Marion
Member	Scott	John	Truitt Bros. Inc.	Salem	Marion
Member	Schelske	Mike	Willamette Valley Pie Co.	Silverton	Marion
Member	Vargas	Eric	Oregon Department of Transportation	Salem	Marion
Member	Valadez	Selene	Tree Top, Inc	Woodburn	Marion
Ex-Officio	Carlson	Kip	Chemeketa		
Ex-Officio	Cobb	Nol	Chemeketa		
Ex-Officio	Carlos Deloya	Juan	Chemeketa		
Ex-Officio	Greco	Steve	Chemeketa		
Ex-Officio	Hughes	Simone	Chemeketa		
Ex-Officio	Salinas-Oliveros	Rebecca	Chemeketa		
Ex-Officio	Sekafetz	Chuck	Chemeketa		
Ex-Officio	White	Roger	Chemeketa		
Program Dean	Cheyne	Larry	Chemeketa		

Action-1
 December 14, 2022
Emergency Medical Technology Advisory Committee
2022-23

Degrees and Certificates

Paramedicine Associate of Applied Science
 Emergency Medical Technician Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Storms	Kim	Dallas EMS Division Chief	Dallas	Polk
Member	Bohrer-Clancy	Jesse	Legacy Health Partners Silverton Hospital	Silverton	Marion
Member	Pratt	Jennifer	Falck Ambulance	Salem	Marion
Member	Fleck	Don	Public Member	Mt. Angel	Marion
Member	Grimes	Toni	Woodburn Ambulance	Woodburn	Marion
Member	Hanifan	Amy	McMinnville Fire Department	McMinnville	Yamhill
Member	Mauer	Adam	Santiam Hospital	Stayton	Marion
Member	Mayfield	Mike	Polk County Fire District #1	Independence	Polk
Member	McMann	Kyle	Marion County Fire District #1	Salem	Marion
Member	Russell	Ryan	Keizer Fire District	Keizer	Marion
Member	Carrara	Brian	Salem Fire	Salem	Marion
Recording Secretary	Sebern	Allison	Chemeketa-BRTC		
Program Dean	Birmingham	Jordan	Chemeketa-BRTC		
Executive Dean	Roache	Marshall	Chemeketa		
Student	Stashek	Amy	Chemeketa		

Action-1
 December 14, 2022
Fire Protection Technology Advisory Committee
2022-23

Degrees and Certificates

Fire Prevention Associate of Applied Science
 Fire Suppression Associate of Applied Science
 Fire Service Supervision and Management Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Blanco	Hector	Keizer Fire District	Keizer	Marion
Ex-Officio	Cane	Jason	Oregon Office of State Fire Marshal	Salem	Marion
Member	Haven	Alex	Newberg Fire	Newberg	Yamhill
Member	Hoxie	Sean	Grand Ronde Fire Station	Grand Ronde	Yamhill and Polk
Member	Hume	Alan	Sublimity Fire District	Sublimity	Marion
Member	McMann	Kyle	Marion County Fire District #1	Salem	Marion
Ex-Officio	Olsen-Fink	Julie	DPSST	Salem	Marion
Member	Schulze	Damon	Grand Ronde Fire Station	Grand Ronde	Yamhill and Polk
Vice Chair	Lee	Ron	Marion County Fire District #1	Salem	Marion

Action-1
 December 14, 2022
 Health Information Management Advisory Committee
 2022-23

Degrees and Certificates

Health Information Management Associate of Applied Science

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Brainard	Susan	Santiam Hospital	Stayton	Marion
Member	Deaton	Kathy	WVP Medical Group	Dallas	Polk, Marion, Yamhill
Member	Layton	Michelle	Salem Clinic	Salem	Marion
Member	VanDeWalle	Kimberly	Willamette Valley Medical Center	McMinnville	Yamhill
Ex-Officio	Nolan	Dana	Chemeketa		
Ex-Officio	Craig	Guy	Chemeketa		
Ex-Officio	Davis	Cheryl	Chemeketa		
Ex-Officio	Gillespie	Lori	Chemeketa		
Ex-Officio	Hendrix	Paula	Chemeketa		
Executive Secretary	Ellis	Jane	Chemeketa		
Program Dean	Kellogg	Sandi	Chemeketa		

Action-1
 December 14, 2022
Horticulture Advisory Committee
 2022-23

Degrees and Certificates

Horticulture Associate of Applied Science
 Horticulture Associate of Science
 Crop Health Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Tancredi	Val	Retired Irrigation Consultant	Salem	Marion
Chair	Zielinski	Josh	Alpha Nursery	Salem	Marion
Member	Bailey	Rod	Alder Springs Enterprises	Salem	Marion
Member	Burk	Taylor	Heritage Seedling Service	Silverton	Marion
Member	Gyllen	Bryan	DeSantis Landscapes	Salem	Marion
Member	Pennell	Allison	McHutchison	Salem	Marion
Member	Knobloch	Brenda	Salem-Keizer Education Foundation	Salem	Marion
Member	Stone	Jeff	Oregon Association of Nurseries	Wilsonville	Clackamas
Member	Smith	Brian	City of Salem Parks	Salem	Marion
Ex-Officio Faculty	Schilling	Joleen	Chemeketa		
Program Dean	Ray	Tim	Chemeketa		

Action-1
December 14, 2022
Hospitality and Tourism Management Advisory Committee
2022-23

Degrees and Certificates

Hospitality and Tourism Management Associate of Applied Science
Event Management Certificate of Completion
Food and Beverage Management Certificate of Completion
Lodging Management Certificate of Completion
Tourism and Travel Management Certification of Completion
Hospitality and Tourism Management Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Member	Bertsch	Chrissie	Salem Convention Center	Salem	Marion
Member	Campuzano	Kara	KC Creative	Salem	Marion
Member	Dodge	Ron	Oregon Department of Education	Salem	Marion
Member	Fahey	Ryan	Spirit Mountain	Grand Ronde	Polk
Member	Highfill	Summer	Oregon Charter Academy	Salem	Marion
Member	Hosley	Jamie	Best Western Wilsonville	Wilsonville	Clackamas
Member	Huey	Sean	Spirit Mountain	Grand Ronde	Polk
Member	Jaworski	Chris	Self-Employed Consultant	Beaverton	Washington
Member	Knapp	Jeff	Visit McMinnville	McMinnville	Yamhill
Member	McColly	Marla	ORLA	Wilsonville	Clackamas
Member	O'Neil	Teresa	Travel Oregon	Portland	Multnomah
Member	Paraskevas	Alex	Sedcor	Independence	Polk
Member	Perle	Ben	Atticus Hotel	McMinnville	Yamhill
Member	Popkin	Wendy	WCVA	Hillsboro	Washington
Member	Scott	Steve	Evergreen ASM	McMinnville	Yamhill
Member	Smith	Courtney	Oregon Restaurant & Lodging Association	Wilsonville	Washington
Member	Smith	Matt	Holman Hotel	Salem	Marion
Member	Sittisupachoke	Jeff	Spirit Mountain	Grand Ronde	Polk
Program Chair	Aebi	Eric	Chemeketa		
Program Dean	Davis	Paul	Chemeketa		
Adjunct Faculty	Erickson	John	Chemeketa		
Adjunct Faculty	Perle	Maeve	Chemeketa		

Action-1
 December 14, 2022
Human Services Advisory Committee
2022-23

Degrees and Certificates

Addiction Studies Associate of Applied Science
 Social Services Associate of Applied Science
 Direct Support Specialist of Applied Sciences
 Addiction Counselor Certification Preparation Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Member	Erb	Ashley	Shangri-La	Salem	Marion, Polk, Yamhill
Member	Jefferis	Heather	Oregon Council for Behavioral Health Health (OCBH)	Gladstone	Clackamas
Member	Hickerson	David	Emergence	Eugene	Lane
Member	Miller	Kyle	Family Services Specialist MWVCAA Headstart and EHS	Salem	Marion, Polk
Member	Mintrone	Kim	Oregon Resource Association	Salem	Marion
Member	Morgan	Teri	Marion County Health & Human Services	Salem	Marion
Member	Northcott	Kevin	Bridgeway Recovery Services	Salem	Marion
Member	Winningham	Robert	Western Oregon University	Monmouth	Polk
Ex-Officio	Steele	Shaunah	Chemeketa		
Ex-Officio Faculty	Steiger	Christina	Chemeketa		
Ex-Officio Faculty	Davis	Peter	Chemeketa		
Ex-Officio Faculty	Martinez	Yolanda	Chemeketa		
Ex-Officio	Pierce	Tim	Chemeketa		
Program Dean	Kellogg	Sandi	Chemeketa		

Action-1
December 14, 2022
Machining Technology Advisory Committee
2022-23

Degrees and Certificates

Computer-Aided Design/Computer-Aided Manufacturing (CAD/CAM) Associate of Applied Science
Computer-Aided Manufacturing (CAM) Fundamentals Certificate of Completion
Computer Numerically Controlled (CNC) Operator Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Member	Amsden	Chris	Allied Systems	Sherwood	Washington
Member	Bezwerchj	Peter	Collins Aerospace	Wilsonville	Clackamas
Member	Davis	Jeremiah	A-dec, Inc.	Newberg	Yamhill
Member	De La Rosa	AJ	The Sexton Corporation	Salem	International
Member	Grob	Andreas	SECO Tools, LLC	Tualatin	Washington
Member	Keyser	Mike	Hill Brothers Machine	Salem	Marion
Member	Mathews	Jeremy	Shields Manufacturing	Keizer	Marion
Member	McKinley	Rachael	A-dec, Inc.	Newberg	Yamhill
Member	Ulven	Dan	Ulven Companies	Hubbard	Marion
Member	Witmer	Steve	DMG Mori	Salem	Marion
Alternate Member	Marsh	David	DMG Mori	Lake Oswego	Marion
Alternate Member	Wheatcroft	Paul	Ulven Companies	Hubbard	Marion
Ex-Officio	Cameron	Jeffrey	Chemeketa		
Ex-Officio	Carlson	Kip	Chemeketa		
Ex-Officio	Harbord	Doug	Chemeketa		
Ex-Officio	Hibbeler	Duane	Chemeketa		
Ex-Officio	Salinas-Oliveros	Rebecca	Chemeketa		
Ex-Officio	Schnider	Sheldon	Chemeketa		
Program Dean	Cheyne	Larry	Chemeketa		
Recording Secretary	Monson	Suzanne	Chemeketa		

Action-1
 December 14, 2022
Medical Assisting Advisory Committee
2022-23

Degrees and Certificates

Medical Assisting Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Powers	Nichole	Kaiser Permanente	Salem	Marion
Vice Chair	Deaton	Kathy	WVP Medical Group	Dallas	Polk
Member	Kunis	Debbie	West Hills Healthcare	McMinnville	Yamhill
Member	Opitz	Heather	West Hills Healthcare	McMinnville	Yamhill
Member	Pollard	Kimberly	Salem Clinic	Salem	Marion
Member	King	Marcie	WVMC	McMinnville	Yamhill
Member	Bone	Michael	WVMC	McMinnville	Yamhill
Member	Albers	Melissa	Cascade Foot Center	Salem	Marion
Member	Behrend	Lisa	PMC	McMinnville	Yamhill
Member	Maxwell	Bailie	PMC	McMinnville	Yamhill
Member	Nichols	Caitlin	Silver Falls Dermatology	Salem	Marion
Member	Koeplin	Tracie	PMC	McMinnville	Yamhill
Member	Croxford	Cristen	PMC	McMinnville	Yamhill
Member	Nelson	BillieJo	Providence	Newberg	Yamhill
Member	Detrick	Harmony	Santiam Health	Stayton	Marion
Member	Fraser	Linda	Santiam Health	Stayton	Marion
Member	Ceja	Monica	Salem Health	Salem	Marion
Program Dean	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville	Yamhill

Action-1
December 14, 2022
Nursing Education Advisory Committee
2022-23

Degrees and Certificates

Nursing Associate of Applied Science
Practical Nursing Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Vice Chair	Sheets	Gerilyn	Silverton High School	Silverton	Marion
Member	Blair	Damion	Oregon State Hospital	Salem	Marion
Member	Luco	Tess	Samaritan Health Services	Corvallis	Benton
Member	McCallum	Angi	Dallas Retirement Village	Dallas	Polk
Member	Rivera	Amanda	Mckay High School Health Occupations	Salem	Marion
Member	Scheel	Julianne	Willamette Valley Medical Center	McMinnville	Yamhill
Member	Shaw	Roxanne	Samaritan Health Services	Corvallis	Benton
Member	Wolfe	Sarah	Salem Hospital	Salem	Marion
Ex-Officio	Coker	Erika	Chemeketa		
Ex-Officio Faculty	Kittelson	Lorene	Chemeketa		
Ex-Officio Faculty	Mohn-Brown	Elaine	Chemeketa		
Ex-Officio	Pierce	Tim	Chemeketa		
Ex-Officio	Steele	Shaunah	Chemeketa		
Ex-Officio	Zunin	Mike	Chemeketa		
Program Dean	Kellogg	Sandi	Chemeketa		

Action-1
December 14, 2022
Occupational Skills Training Advisory Committee
2022-23

Degrees and Certificates

Occupational Skills Training Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Mallery	Elizabeth	Vocational Rehabilitation Services, South Salem	Salem	Marion, Polk
Member	Garren	Steve	Oregon DMV	Salem	Marion
Member	Hendricks	Tim	Unico Properties, LLC	Portland	Multnomah
Member	Johnson	Neil	Worksource Oregon	Salem	Marion, Polk, Yamhill
Member	Jordan	Sara	Youth Transition Program, Silver Falls School District	Silverton	Marion
Member	Machado	Jessica	US Department of Veterans Affairs	Eugene	Statewide
Member	Marinos	Deborah	Adaptability for Llife	Silverton	Marion
Member	McKenzie	Lee	Marion-Polk Food Share	Salem	Marion, Polk
Member	Morice	Giuliana	Marion County Health and Human Services	Salem	Marion
Member	Sisemore	Linda	Vocational Rehabilitation Services, North Salem	Keizer	Marion, Polk, Yamhill
Member	Ulrich	Marilyn	Oregon Employment Department	Salem	Statewide
Alternate Member	Dexter	Daniel	Youth Transition Program, Salem-Keizer School District	Salem	Marion
Alternate Member	DuBois	Angela	US Department of Veterans Affairs	Portland	Multnomah
Alternate Member	Emly	Shak	US Department of Veterans Affairs	Portland	Multnomah
Alternate Member	Espinoza	Christina	Youth Transition Program, Salem-Keizer School District	Salem	Marion
Member	Motes	Vassa	Youth Transition Program, Salem-Keizer School District	Salem	Marion
Alternate Member	Nieblas	Marina "Lisa"	Oregon DMV	Salem	Marion
Alternate Member	Pfeiffer	Allen	Marion-Polk Food Share	Salem	Marion, Polk
Alternate Member	Salstrom	Deleah	Youth Transition Program, Salem-Keizer School District	Salem	Marion
Alternate Member	Shepherd	Lindsey	Youth Transition Program, Salem-Keizer School District	Salem	Marion
Alternate Member	Velazquez	Ramon	Youth Transition Program, Salem-Keizer School District	Salem	Marion
Alternate Member	Willhite	Rebekah	Youth Transition Program, Salem-Keizer School District	Salem	Marion
Alternate Member	Wolcott	Sherry	Oregon Employment Department	Salem	Marion
Alternate Member	Woods	Ari	Oregon DMV	Salem	Marion
Alternate Member	Zambrano	Brenda	US Department of Veterans Affairs	Portland	Multnomah
Ex-Officio	Aguirre	Blanca	Chemeketa		
Ex-Officio	Alexander	Karen	Chemeketa		
Ex-Officio	Bryan	Kristine	Chemeketa		
Ex-Officio	Horsfall	Jackson	Chemeketa		
Ex-Officio	Noah	Mark	Chemeketa		
Ex-Officio	West	Gary	Chemeketa		
Program Dean	Cheyne	Larry	Chemeketa		
Recording Secretary	Monson	Suzanne	Chemeketa		

Action-1
December 14, 2022
Office Administration and Technology Advisory Committee
2022-23

Degrees and Certificates

Administrative Office Professional Associate of Applied Science
Accounting Administrative Assistant Associate of Applied Science Degree
Medical Administrative Assistant Associate of Applied Science
Legal Administrative Assistant Associate of Applied Science
Virtual Office Assistant Associate of Applied Science Degree Option
Business Software Certificate of Completion
Business Technology Certificate of Completion
Office Fundamentals Certificate of Completion
Virtual Office Assistant Certificate of Completion
Legal Office Assistant Certificate of Completion
Micro Business Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Member	Adkins	Michele	Salem Electric	Salem	Marion, Polk
Member	Alderin	Stefanie	Westech Engineering, INC	Salem	Marion
Member	Gregg	Mel	City of Woodburn	Woodburn	Marion
Member	Kile	Sarah	Oregon Division of Financial Regulation	Salem	Marion
Member	Mendez	Susi	Keri, Trask, Lazarus Law Offices	Salem	Marion
Member	Noriega	Yesenia	City of Salem	Salem	Marion
Member	O'Mara	Lori	Marion County Sheriff Department	Salem	Marion
Ex-Officio	Johansen	Barbara	Chemeketa		
Ex-Officio	Salinas-Oliveras	Rebecca	Chemeketa		
Ex-Officio	Sessions	Patti	Chemeketa		
Ex-Officio	Stephens	Nancy	Chemeketa		
Recording Secretary	Butler	Trina	Chemeketa		
Executive Secretary	Monson	Bryan	Chemeketa		
Program Director	Taylor	R.	Chemeketa		

Action-1
 December 14, 2022
Pharmacy Technology Advisory Committee
2022-23

Degrees and Certificates

Pharmacy Management Associate of Applied Science
 Pharmacy Technician Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Christopher	Elizabeth	Pharmacy Technician	Portland	Multnomah
Vice Chair	Aysheh	Nesreen	Pharmacy Technician	Salem	Marion
Member	Grant	Amber	Pill Box	Silverton	Marion
Member	Huot	Cory		Salem	Marion
Member	Jones	Megan	Samaritan		
Member	McClain	Jacob	Fred Meyer	South Salem	Marion
Member	Shannon	Danielle	WVP Medical Group	Salem	Marion
Member	Test	Jarel	Safeway	South Salem	Marion, Yamhill, Polk
Ex-Officio Faculty	Clark	Corey	Chemeketa		
Ex-Officio	Coker	Erika	Chemeketa		
Ex-Officio Faculty	Buckholz	Cheryl	Chemeketa		
Ex-Officio	Pierce	Tim	Chemeketa		
Ex-Officio	Steele	Shaunah	Chemeketa		
Program Dean	Kellogg	Sandi	Chemeketa		

Action-1
 December 14, 2022
Speech-Language Pathology Assistant Advisory Committee
2022-23

Degrees and Certificates

Speech-Language Pathology Assistant Associate of Applied Science
 Speech-Language Pathology Assistant Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	Price	Jennie	Intermountain ESD	Pendleton	Umatilla
Member	Gage	Susan	Salem Keizer School District	Salem	Marion
Member	Roberts	Heidi	Shepherd Health Care System	Hermiston	Umatilla
Program Dean	Davis	Paul	Chemeketa-Yamhill Valley Campus	McMinnville	Yamhill
Member	Medrano-Perez	Jeanine	Wings Speech and Language Center	Ontario, CA	San Bernadino
Member	Taylor	Lori	Consonus Health	Milwaukie	Multnomah
Program Advisor	Ellis	Kathryn	Chemeketa-Yamhill Valley Campus	McMinnville	Yamhill
Recording Secretary	White	Renae	Chemeketa-Yamhill Valley Campus	McMinnville	Yamhill
Program Chair	Northam	Ashley	Chemeketa-Yamhill Valley Campus	McMinnville	Yamhill
Adjuct Faculty	Martin	Amy	Intermountain ESD	Pendleton	Umatilla

Action-1
 December 14, 2022
Visual Communications Advisory Committee
2022-23

Degrees and Certificates

Graphic Design Associate of Applied Science
 Multimedia Arts Associate of Applied Science

Role on Committee	Last Name	First Name	Organization	City	County
Member	Cardwell	Duane	Cardwell Creative	Salem	Marion
Member	Custer	Stephen	Dry Humor Marketing	Salem	Marion
Member	Schelar	Brooke	Common Era Collective	Salem	Marion
Member	Thomas	Vin	Fixel	Salem	Marion
Member	Walker	Griffen	Oregon Secretary of State Office	Salem	Marion
Member	Wright	Mike	Willamette University	Salem	Marion
Ex-Officio	Carlson	Kip	Chemeketa		
Ex-Officio	Harkema	Julian	Chemeketa		
Ex-Officio	Hoelter	Peter	Chemeketa		
Chair	MacDonald	Kristen	Math Learning Center	Salem	Marion
Ex-Officio	Malley	Bret	Chemeketa		
Ex-Officio	Martell-Straight	Cathy	Chemeketa		
Program Dean	Cheyne	Larry	Chemeketa		
Recording Secretary	Monson	Suzanne	Chemeketa		

Action-1
 December 14, 2022
Welding Technology Advisory Committee
2022-23

Degrees and Certificates

Welding Fabrication Associate of Applied Science
 Welding Certificate of Completion
 Arc Welding Certificate of Completion
 MIG Welding Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Member	Bender	Bob	Retired industry member	Salem	Marion
Member	Fery	Eric	Ag Chains Plus, Inc.	Sublimity	Marion
Member	Harris	Sam	GK Machine	Salem	Marion
Member	Jones	Douglas	Zephyr Engineering	Salem	Marion
Member	Torresdal	Jerald	Career Technical Education Center (CTEC)	Silverton	Marion
Member	Valarida	Ron	Valley Fab Corporation	Brooks	Marion
Alternate Member	Yakis	Karl	Valley Fab Corporation	Brooks	Marion
Ex-Officio	Carlson	Kip	Chemeketa		
Ex-Officio	Grassman	Gary	Chemeketa		
Ex-Officio	Keechle	Brian	Chemeketa		
Ex-Officio	Myers	Mike	Chemeketa		
Ex-Officio	Snegirev	Alex	Chemeketa		
Program Dean	Cheyne	Larry	Chemeketa		
Recording Secretary	Monson	Suzanne	Chemeketa		

Action-1
December 14, 2022
Wine Studies Advisory Committee
2022-23

Degrees and Certificates

Vineyard Management Associate of Applied Science
Winemaking Associate of Applied Science
Vineyard Operations Certificate of Completion
Wine Hospitality Operations Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City	County
Chair	O'Brien	Betty	Elton Vineyards	Salem	Marion
Member	Beck	Jeanne	Crawford Beck Vineyard	Amity	Polk
Member	Boskov	Bree	Oregon Wine Board	Portland	Multnomah
Member	Casteel	Ted	Bethel Heights Vineyards	Salem	Marion
Member	Chambers	Marie	Oregon Wine Board	Portland	Multnomah
Member	Crank	Don	Hawks View Vineyards	Sherwood	Washington
Member	Ford	Lowell	Illahe Vineyards	Salem	Marion
Member	Jagle	Gabriel	Scenic Valley Farms	Gervais	Marion
Member	Keegan	Eugenia	Jackson Family Wines	Yamhill	Yamhill
Member	Moore	Shane	Northwest Vineyard Service	Amity	Polk
Member	Olson	Mary	Airlie Winery and Dunn Forest Vineyard	Monmouth	Polk
Member	Panichkul	Victor	Stoller Family Estate	Dayton	Yamhill
Member	Rasch	Gary	Bjornson Wine	Salem	Marion
Member	Skinkis	Patricia A.	Oregon State University	Corvallis	Benton
Member	Spearman-Eskelsen	Nicole	Salem Keizer Public Schools	Salem	Marion
Member	Thomson	Steve	Cristom Vineyards	Salem	Marion
Member	Vidrine	Cheney	Union Wine Company	Tualatin	Washington
Member	Weichold	Karl	Stoller Family Estate	Dayton	Yamhill
Member	West	Paden	Isabelle Meunier Consulting	McMinnville	Yamhill
Ex-Officio Faculty	Brose	Johnny	Chemeketa-Eola		
Ex-Officio Faculty	Berenguer	Bryan	Chemeketa-Eola		
Recording Secretary	Jensen	Megan	Chemeketa-Eola		
Program Dean	Davis	Paul	Chemeketa-Eola		

**APPROVAL OF COLLEGE POLICIES #BP1510—AUDITOR FOR THE
CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION;
#BP1530—BUDGET OFFICER; AND #BP1540—CUSTODIAN OF FUNDS
[22-23-113]**

Prepared by

Rebecca Hillyer, General Counsel
Aaron Hunter, Associate Vice President/Chief Financial Officer
David Hallett, Vice President—Governance and Administration

These new Board of Education BP 1000 Series policies were reviewed utilizing the Equity Lens for Policy Review Guide and approved by executive team stakeholders for the Administration. College policies' language from the OCCA policies and current Chemeketa policies informed revision of these Chemeketa policies to ensure they meet the needs of the college and Chemeketa students.

**AUDITOR FOR THE CHEMEKETA COMMUNITY COLLEGE BOARD OF
EDUCATION—POLICY #BP1510**

This policy was last reviewed by the board in September 2019. In the review of this policy, it was compared to language from OCCA Board Policy 6400—Financial Audits. The only recommended revision to this policy is to change “his/her” pronouns to “their.” This supports inclusivity through the use of gender neutral pronouns.

BUDGET OFFICER—#BP1530

This policy was last reviewed by the board in October 2019. In the review of this policy, it was compared to language from OCCA Board Policy 6200—Budget Preparation. This policy has no recommended changes.

CUSTODIAN OF FUNDS—#BP1540

This policy was last reviewed by the board in October 2019. The Board of Education does not meet every month, so one word is recommended to be deleted.

For the above noted policies, the new language is underlined and the former language has been stricken with lines through the text.

It is recommended that the College Board of Education approve policies #BP1510, #BP1530, and #BP1540.



College Board of Education Series (1000)

Policy #BP1510

AUDITOR FOR THE CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION

The Chemeketa Community College Board of Education shall appoint an independent auditor to conduct an examination of the college district's financial affairs. The auditor appointed must be on the roster of accountants authorized by the Oregon State Board of Accountancy to conduct municipal audits and must otherwise qualify according to criteria which may be established by the board.¹

Function of the Auditor

The auditor shall determine whether the statement of financial position and statement of revenue for the college district's funds, together with supporting schedules, fairly present the results and transactions for the fiscal year under review in accordance with generally accepted municipal accounting principles and requirements by the Secretary of State, tried on a basis consistent with the prior year.

The Auditor's Examination

The auditor's examination shall be:

Of the statement of financial condition and related statement of revenue and expenditures for each fund of the district at the end of each fiscal year.

Conducted in accordance with generally accepted auditing standards as promulgated by the American Institute of Certified Public Accountants and with the minimum standards of audit reports, certificates, and procedures for Oregon municipal corporations as prescribed by the Secretary of State.

Auditor Recommendations

Following discussion with the college president/chief executive officer and appropriate employees, the auditor may also provide as an additional product of ~~his/her~~ their examinations a management letter to the College Board of Education setting forth significant recommendations concerning the financial and accounting practices or procedures which should be brought to the College Board of Education's attention.

¹ ORS 341.709, 297.670 et al



College Board of Education Series (1000)

June 26, 1991

Adopted College Board of Education

February 15, 2006; September 23, 2009;
March 18, 2015; October 23, 2019

Revised College Board of Education



College Board of Education Series (1000)

Policy #BP1530

BUDGET OFFICER

The Chemeketa Community College Board of Education shall designate the college president//chief executive officer or their designee as the district budget officer and supervise the preparation of the annual college budget.¹

June 26, 1991

Adopted College Board of Education

February 15, 2006; September 23, 2009;
March 18, 2015; October 23, 2019

Revised College Board of Education

¹ ORS 341.703(1)



College Board of Education Series (1000)

Policy #BP1540

CUSTODIAN OF FUNDS

The Chemeketa Community College Board of Education shall designate the college president//chief executive officer or their designee to serve as custodian of funds of the district. It shall be the duty of the custodian of funds to administer, dispose, and invest said funds in accordance with Oregon law. The custodian of funds shall report ~~monthly~~ to the College Board of Education the status of all college funds and the investments thereof.¹

June 26, 1991

Adopted College Board of Education

February 15, 2006; September 23, 2009;
March 18, 2015; October 23, 2019

Revised College Board of Education

¹ ORS 341.703

VISION • MISSION • VALUES

VISION *(Our shared future)*

Chemeketa will be a gathering place for lifelong learning.

MISSION *(Why we exist)*

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

VALUES *(How we work together)*

ADAPTABILITY

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

BELONGING

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

COMMUNITY

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

OPPORTUNITY

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

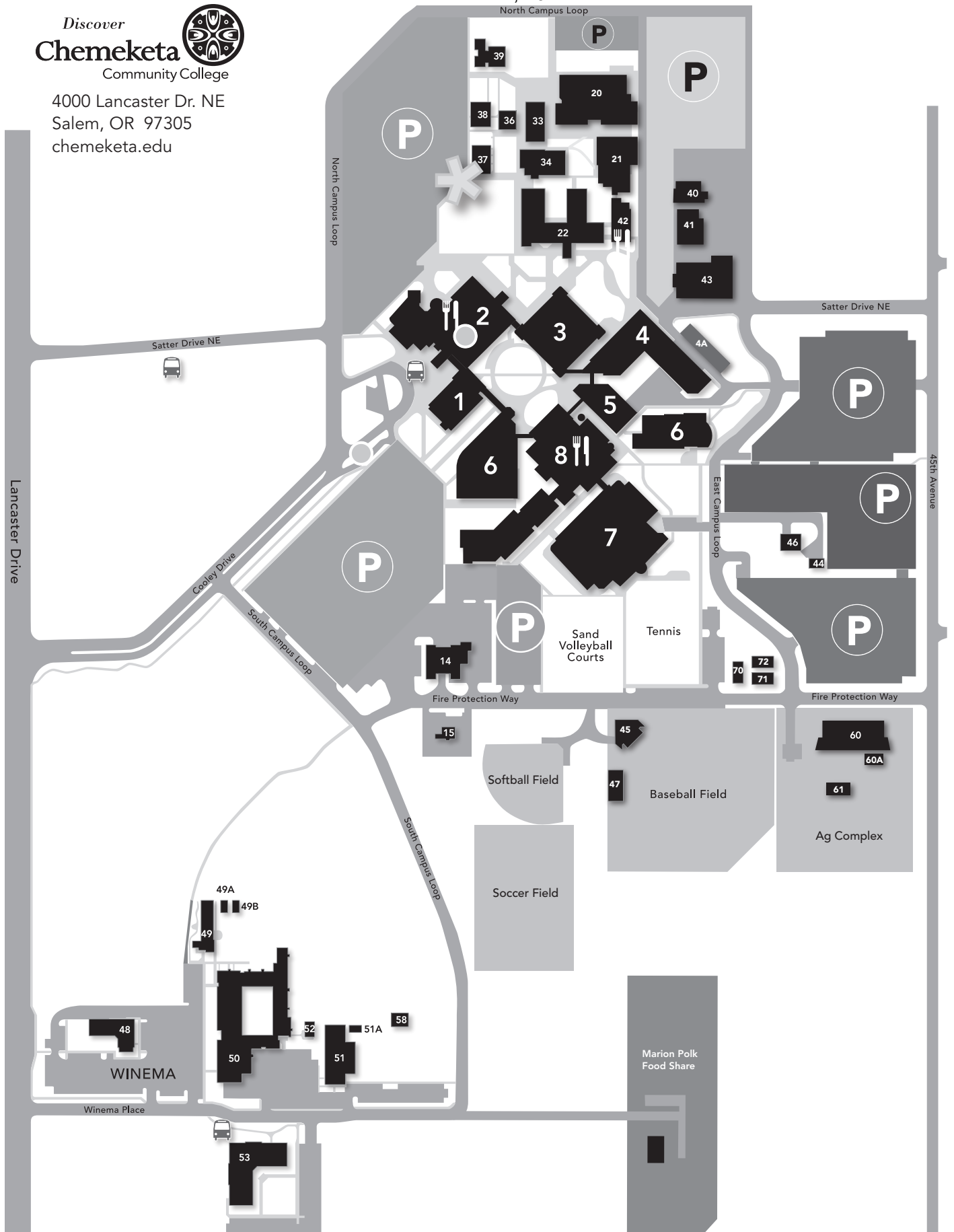
QUALITY

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

Appendix-2
December 14, 2022



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



Building directory on reverse side

Appendix-2 December 14, 2022

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

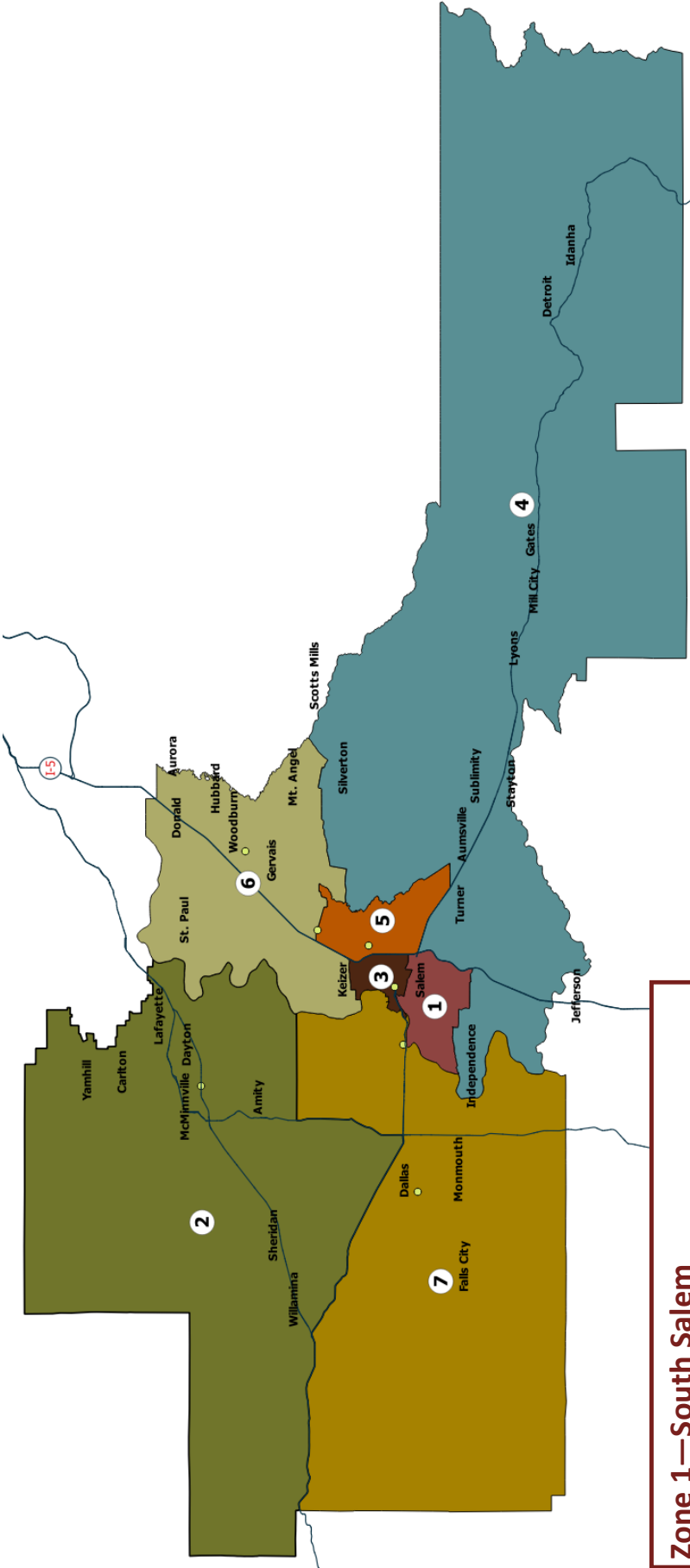
SINGLE OCCUPANCY

- 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, Chair 2022-2023**
 - ZONE 3 Neva Hutchinson, Vice Chair 2022-2023**
 - ZONE 4 Ken Hector**
 - ZONE 5 Jackie Franke**
 - ZONE 6 Diane Watson**
 - ZONE 7 Betsy Earls**