

## BOARD OF EDUCATION MEETING

**July 17, 2024**

Chemeketa Community College  
4000 Lancaster Dr. NE  
Building 2, Room 170  
Salem, Oregon

<b>I. Board Workshop</b>	<b>4:30–5 pm</b>	<b>Web Conferencing/Livestream/Boardroom</b>
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- |  |   |
|--|---|
| A. Student Affairs Updates                                 | 1 |
| David Hallett, Vice President—Academic and Student Affairs |   |

<b>II. Administration Updates</b>	<b>5–6 pm</b>	<b>Closed Meeting</b>
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III. Regular Session	6 pm	Web Conferencing/Livestream/Boardroom
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- |                                  |   |
|----------------------------------|---|
| A. Call to Order                 |   |
| B. Pledge of Allegiance          |   |
| C. Chemeketa Land Acknowledgment | 2 |
| D. Roll Call                     |   |
| E. Comments from the Public      |   |

- F. Approval of Minutes**—College Board of Education Meeting of June 18, 2024, and Special Board of Education Meeting of July 2, 2024  
Jessica Howard, President/Chief Executive Officer

## G. Reports

- |  |                            |  |       |
|--|----------------------------|--|-------|
| 1. Reports from the Associations               |                            |  |       |
| a.   | (new individual—fall term) | Associated Students of Chemeketa (ASC)     |       |
| b.   | Steve Wolfe                | Chemeketa Faculty Association              | 11    |
| c.   | Aaron King                 | Chemeketa Classified Employees Association | 12-13 |
| d.   | Adam Mennig                | Chemeketa Exempt Employees Association     | 14    |
| 2. Reports from the College Board of Education |                            |  |       |

## H. Information

1. 2024 Fall Kickoff 15  
David Hallett, Vice President—Academic and Student Affairs
2. Oregon Community College Association (OCCA) Board Update 16–17  
Jessica Howard, President/Chief Executive Officer

## I. Standard Reports

- |    |  |       |
|----|--|-------|
| 1. | Personnel Report<br>Alice Sprague, Vice President—Governance and Administration                          | 18–19 |
| 2. | Budget Status Report<br>Aaron Hunter, Vice President—College Support Services/Chief Financial Officer    | 20–21 |
| 3. | Capital Projects Report<br>Aaron Hunter, Vice President—College Support Services/Chief Financial Officer | 22    |
| 4. | Grant Activities April–June 2024<br>Alice Sprague, Vice President—Governance and Administration          | 23–25 |

- |   |       |
|---|-------|
| 5. Spring Term Enrollment Report<br>Jessica Howard, President/Chief Executive Officer | 26–29 |
| 6. Recognition Report<br>Jessica Howard, President/Chief Executive Officer            | 30    |

## **J. Separate Action**

- |  |       |
|--|-------|
| 1. Approval of Retirement Resolution No. 24-25-01, Lisa M. Healey, [24-25-100] and Resolution No. 24-25-02, Bradley "Brad" D. Johnson<br>Alice Sprague, Vice President—Governance and Administration | 31–33 |
|--|-------|

## **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 Suspension of Healthcare Billing Certificate of Completion<br>David Hallett, Vice President—Academic and Student Affairs   | [24-25-101] | 34    |
| 2. Approval of Suspension of Basic Law Enforcement Certificate of Completion<br>David Hallett, Vice President—Academic and Student Affairs  | [24-25-102] | 35    |
| 3. Approval of Suspension of Basic Corrections Certificate of Completion<br>David Hallett, Vice President—Academic and Student Affairs  | [24-25-103] | 36    |
| 4. Approval of <u>College Policies Administrative Series 2000—Generative Artificial Intelligence Administrative Policy, #2215 and Educational Series 4000—Generative Artificial Intelligence Instructional Policy, #4330</u><br>Alice Sprague, Vice President—Governance and Administration | [24-25-104] | 37–41 |
| 5. Approval of College Policy: Educational Series 4000—Graduation Requirements, #4030<br>David Hallett, Vice President—Academic and Student Affairs   | [24-25-105] | 42–44 |
| 6. Approval of Grants Awarded April–June 2024<br>Alice Sprague, Vice President—Governance and Administration  | [24-25-106] | 45    |

## **L. Appendices**

- |                              |       |
|------------------------------|-------|
| 1. Vision – Mission – Values | 46    |
| 2. Campus Map                | 47–48 |
| 3. District Map              | 49    |

## **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 for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.

Equal Employment Opportunity or Affirmative Action should contact the Affirmative Action Officer at 503.399.2537, 4000 Lancaster Dr. NE, Salem, Oregon 97305.

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

## STUDENT AFFAIRS UPDATES

### Prepared by

Ryan West, Executive Dean—Student Affairs

Manuel Guerra, Executive Dean—Student Affairs

David Hallett, Vice President—Academic and Student Affairs

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The Student Affairs division continues to enhance its student support services, aiming to provide comprehensive assistance throughout students' academic journeys. Updates include physical space reconfigurations, advancements in academic advising, and expanded support services. Key student support services have been co-located to improve accessibility and efficiency. These include Advising and College Access Programs, Counseling and Basic Needs, the Academic Support Center, the Tutoring and Writing Center in the Library, the Student Success Center, and Pre-college Access Programs.

Significant improvements have been made in academic advising. The redesign initiatives introduced in May 2024 focus on holistic developmental advising and "just-in-time" connections to resources, emphasizing early intervention for students with advising holds. Storm Registration Week, planned for the 2024–2025 academic year, aims to facilitate early registration and reduce course terminations, featuring grant-funded snacks, drinks, and Chemeketa swag. The placement process has also been redesigned by integrating Multiple Measures Assessment and Directed Self-Placement to enhance equity and remove barriers.

The Academic Support Center has expanded its services, including tutoring, early alerts, and computer lab access, along with increased availability of laptop and hotspot checkouts. In Counseling and Student Support Services, data from June 2023 to May 2024 show 3,036 counseling appointments addressing academic standing, career, and personal counseling, and 352 appointments for basic needs navigation, including child care, health care, and housing, among others. During this period, \$26,671.35 was awarded in Student Emergency Funds. Career Services recorded 376 appointments focusing on job search assistance, resume reviews, and mock interviews.

The Student Success Center has made notable strides in recruitment and retention efforts. It hosted 47 unique high school and community-based organization visits, bringing over 3,000 visitors to the Salem and Yamhill Valley campuses. Admissions applications for Fall 2024 are up by 11% compared to last year. Retention efforts included targeted email and call campaigns, which led to significant student enrollments and potential revenue increases. The Chemeketa Scholars Program saw 641 out of 742 applicants awarded scholarships for Fall 2024.

Lastly, the DHSI Grant has facilitated several initiatives, including the expansion of EAB Navigate for student appointments and early alerts, the launch of a digital student ID system, and the implementation of a standardized district-wide advising model. The Academic Support Center has opened, addressing gaps in service availability. These updates reflect Student Affairs' commitment to enhancing student success through targeted support and innovative service improvements.

More detailed information will be provided during the workshop presentation.

Land Acknowledgement  
July 17, 2024

**CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT**

**Prepared by**

Ken Hector, Chair—Board of Education

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

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

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

Minutes  
July 17, 2024

**APPROVAL OF BOARD MINUTES**

**Prepared by**

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

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Minutes of the board meeting of June 18, 2024, and the Special Board meeting of July 2, 2024, are submitted for review by the board.

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

Minutes  
July 17, 2024

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

June 18, 2024

**I. EXECUTIVE SESSION**

Neva Hutchinson, Chair, called the Executive Session to order at 5:00 pm in Building 2, Room 172, at the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(i), evaluating the chief executive officer.

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

**College Administrators in Attendance:** Jessica Howard, President/Chief Executive Officer (Zoom).

Executive Session ended at 5:02 pm.

**II. ADMINISTRATION UPDATES**

Neva Hutchinson, Chair, called the meeting to order at 5:18 pm in Building 2, Room 172, at the Salem Campus.

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

**College Administrators in Attendance:**

Jessica Howard, President/Chief Executive Officer (Zoom); David Hallett, Vice President, Academic and Student Affairs; Alice Sprague, Vice President, Governance and Administration; and Aaron Hunter, Vice President/Chief Financial Officer, College Support Services/Finance.

Updates were discussed with the board regarding community events, retirement resolutions, the possible bond measure, the president's monthly report to the board, and agenda preview.

The meeting ended at 5:42 pm.

**III. REGULAR SESSION**

**A. CALL TO ORDER**

Neva Hutchinson, Chair, called the meeting to order at 6:00 pm. The meeting was held in the Boardroom, Building 2, Room 170 at the Salem Campus.

**B. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was recited.

**C. CHEMEKETA LAND ACKNOWLEDGMENT**

Neva Hutchinson read the land acknowledgment.

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**D. ROLL CALL**

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

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

**Board Representatives in Attendance:** Esteban Salgado, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA) (Zoom); Kisha McIntosh, Chemeketa Classified Association (CCA)(Zoom); and Adam Mennig, Chemeketa Exempt Association (CEA).

**E. COMMENTS FROM THE PUBLIC**

None.

**F. APPROVAL OF MINUTES**

Betsy Earls moved and Diane Watson seconded a motion to approve the Board of Education minutes from May 15, 2024.

The motion CARRIED.

**G. REPORTS**

**Reports from the Associations**

Esteban Salgado, Associated Students of Chemeketa (ASC) said the report stands as written. Board members made several comments about the events and ongoing activities in the report. Neva thanked Esteban for his service with ASC this year.

Steve Wolfe, Chemeketa Faculty Association (CFA) said the report stands as written. The last bargaining session was on Friday and tentative agreements have been reached on 15 articles. Bargaining is paused over the summer for faculty and will continue the first week of fall term.

Kisha McIntosh, Chemeketa Classified Association (CCA) said the report stands as written.

Adam Mennig, Chemeketa Exempt Association (CEA) said the report stands as written and congratulated Don Brase, Barb Russell, and Julie Peters on their retirements.

**Reports from the College Board of Education**

Iton Udosenata attended the Chemeketa Foundation STARS Reception, commencement, and a quarterly meeting with Jessica.

Ron Pittman's report stands as written.

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Betsy Earls attended the Chemeketa Foundation STARS Reception, the faculty recognition event, and attended legislative, budget, board, and executive committee meetings for the Mid-Willamette Valley Council of Governments.

Diane Watson attended the faculty recognition event, Keizer Greeters, the special executive session, the Salem Chamber Business of the Year Awards, the nurse pinning ceremony, commencement, and the Coffee with Mayor Cathy Clark zoom show.

Neva Hutchinson attended the Chemeketa Foundation STARS Reception, the faculty recognition event, the all-school barbecue, agenda review, and commencement. Neva thanked all of the staff who helped put the commencement ceremony together.

Ken Hector attended the Chemeketa Foundation STARS reception, the quarterly Oregon Community College Association (OCCA) board meeting, the Silverton Pet Parade, the all-school barbecue, the SEDCOR golf tournament, agenda review, the special executive session, the OCCA legislative committee meeting, commencement, and the Silverton Strawberry Festival.

**Approval of Retirement Resolution No. 23-24-16, Barbara Ann Russell; [23-24-159]  
Resolution No. 23-24-17, Elaine L. Bohn-Brown; Resolution No. 23-24-18,  
Julie T. Peters; Resolution No. 23-24-19, Donald “Don” L. Brase; and  
Resolution No. 23-24-20, Kerry Paul Burtis**

Board members read the retirement resolutions and congratulated staff. David Hallett read a letter from Don Brase, and Kerry Burtis spoke a few words. These five employees represent a total of 113 years and 3 months of service to the college.

Ken Hector moved and Iton Udosenata seconded a motion to approve the retirement resolutions as noted above.

The motion CARRIED.

## **H. INFORMATION**

### **Annual Evaluation of the President**

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

Ken thanked Jessica for her strong leadership. Jessica thanked the board for their thoughtful review, generous assessment, partnership, guidance, and support, and thanked all staff and the executive team.

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

Ken Hector said the report stands as written, and noted that Dr. Abby Lee has been hired as OCCA's Executive Director. She starts on July 1, 2024. In addition, OCCA elected its new officers and executive committee members for 2024-2025.

**Suspension of Healthcare Billing Certificate of Completion**

Shaunah Steele, Director of Behavioral Health and Health Promotions, is requesting a suspension of the Healthcare Billing certificate due to not meeting the enrollment expectations. Some components of the billing certificate have been incorporated into the Healthcare Coding certificate and the changes will take effect in fall 2024. The board will be asked to approve the suspension at its July board meeting.

**Suspension of Basic Law Enforcement Certificate of Completion/Suspension of Basic Corrections Certificate of Completion**

Megan Gonzales, Program Chair, Criminal Justice, requested a suspension of these two programs due to low enrollment and no interest from students pursuing a career in law enforcement/corrections. The board will be asked to approve the suspensions at its July board meeting.

**College Policies: Administrative Series 2000—Generative Artificial Intelligence Administrative Policy, #2215, and Educational Series 4000—Generative Artificial Intelligence Instructional Policy, #4330**

Brett Matti, Assistant Director, Information Technology Enterprise Systems, discussed the new Generative Artificial Intelligence (GENAI) Administrative Policy, #2215, the purpose of which is to provide guidelines for employees wanting to use GENAI within the context of their work.

Layli Liss, Dean, Center for Academic Innovation, discussed the new Generative Artificial Intelligence (GENAI) Intelligence Instructional Policy, #4330, the purpose of which is to assist faculty and staff in understanding the use of GenAI in an instructional context.

**College Policy: Educational Series 4000—Graduation Requirements, #4030**

Heather Misener, Graduation Services Coordinator, said the graduation policy was updated to reflect the suspensions of the Associate of Science Oregon Transfer (ASOT) Business and ASOT Computer Science degrees and add the Bachelor of Science in Nursing (BSN) degree.

**I. STANDARD REPORTS**

**Personnel Report**

Patrick Proctor, Associate Vice President, Human Resources, said the report stands as written. He indicated that three of the five new hires are funded through the general fund and three employees have moved into different roles in the college, and he congratulated the five retirees.

**Budget Status Reports**

Aaron Hunter reviewed the Statement of Resources and Expenditures. The college has received the bulk of the property tax statements, and all of the state funding and tuition, and

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fees. Summer and fall registration opened in May and any payments associated with those registrations are deferred to July to align with the next fiscal year. The college is above its spending from last year by 3.9 percent because vacant positions are starting to be filled, and there are additional materials and supplies purchases. On the Budget Status Report, the part-time hourly and student wages are at an overspend of approximately \$28,000; however, the college has underspent in some of the other categories. On the non-personnel services side, some of the available balances are getting lower and this is not unusual at this time of the year. Budget authority shifts between the line items for the underspent/overspent areas. There are four maturities and two new investments on the Status of Investments as of May 31, 2024.

**Capital Projects Report**

The Building 2 ice storm first floor renovation will be worked on over the summer, and the concrete between Building 3 and 22 is being removed and replaced to meet ADA compliance.

**Chemeketa Cooperative Regional Library Service Report**

Doug Yancey, Director, Chemeketa Cooperative Regional Library Service, said the report stands as written. Betsy Earls asked about the RFID shelf management device. Doug said it is a wand device that can read the identification tags, making inventory workflows more efficient.

**Recognition Report**

Jessica Howard acknowledged employees in the written report.

**J. Separate Action**

**Approval of Presidential Contract**

[23-24-156]

Iton Udosenata moved and Diane Watson seconded a motion to approve the presidential contract.

The motion CARRIED.

**Approval of Resolution No. 23-24-13, Calling a Measure Election  
for General Obligation Bonds**

[23-24-157]

Ken Hector moved and Ron Pittman seconded a motion calling a measure election for general obligation bonds. Neva asked if there was discussion, and Ken requested discussion. Board members Betsy Earls, Ken Hector, Neva Hutchinson, Ron Pittman, Iton Udosenata, and Diane Watson all articulated their support for the bond measure.

The motion CARRIED.

**Approval of Resolution No. 23-24-14, Adopting the Budget, Making  
Appropriations, and Levying Taxes**

[23-24-158]

Ken Hector read Resolution No. 23-24-14. Ken Hector moved and Betsy Earls seconded a motion to approve adopting the budget, making appropriations, and levying the taxes.

The motion CARRIED.

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**K. ACTION**

Ken Hector moved and Diane Watson seconded a motion to approve consent calendar items No. 1–6.

- |   |             |
|---|-------------|
| 1. Approval of Budget Transfer Requests   | [23-24-160] |
| 2. Approval of Resolution No. 23-24-15, Authoring Interfund Borrowing   | [23-24-161] |
| 3. Approval of of Lay Representative for the Chemeketa Cooperative<br>Regional Library Service (CCRLS) Advisory Council       | [23-24-162] |
| 4. Approval of Winemaking Certificate of Completion   | [23-24-163] |
| 5. Approval of Tasting Room Management Certificate of Completion  | [23-24-164] |
| 6. Approval of Budget Committee Member Selection Process<br>for Vacancies in Zone 1, Zone 3, Zone 5, and Zone 7 for 2024–2027 | [23-24-165] |

The motion CARRIED.

**L. APPENDICES**

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

**M. FUTURE AGENDA ITEMS**

None were heard.

**N. BOARD OPERATIONS**

Alice Sprague presented Chair Neva Hutchinson a gift of appreciation for her leadership and support of Chemeketa Community College during the past year. Neva thanked Alice.

**O. ADJOURNMENT**

The meeting adjourned at 7:06 pm.

Respectfully submitted,

**Julie Deuchars**  
Executive Coordinator

**Jessica Howard**  
President/Chief Executive Officer

Board Chair

Date

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

July 2, 2024

**I. SPECIAL SESSION**

**A. CALL TO ORDER**

Neva Hutchinson, Chair, called the special board meeting to order at 9:01 am. The meeting was held remotely via Zoom and it was live-streamed and captioned.

**B. ROLL CALL**

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

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

**C. COMMENTS FROM THE PUBLIC**

None were heard.

**D. REORGANIZATION OF THE COLLEGE BOARD OF EDUCATION**

Ron Pittman nominated Ken Hector for board chair for 2024–2025; the motion was seconded by Jackie Franke.

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

Ron Pittman nominated Diane Watson for board vice chair for 2024–2025; the motion was seconded by Betsy Earls.

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

**E. ADJOURNMENT**

The meeting adjourned at 9:04 am.

Respectfully submitted,

**Julie Deuchars**  
Executive Coordinator

**Jessica Howard**  
President/Chief Executive Officer

Board Chair

Date

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

**Prepared by**

Steve Wolfe, President—Chemeketa Faculty Association

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**CONTRACT NEGOTIATIONS UPDATE**

The last bargaining session for spring term was held on Friday, June 14. Tentative agreements have been reached on over a dozen articles now, but many more remain to be negotiated. Bargaining is paused for the summer and will resume on Friday, October 4.

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

### **Prepared by**

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

Aaron King, President—Chemeketa Community College Classified Employees Association

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### **PRESIDENT'S MESSAGE**

Elections for our 2024–25 Executive Board were held June 4 through 11 of 2024. Below are the newly elected officers and directors.

- Tim King, External Vice President (2-year term, July 1, 2024–June 30, 2026)
- Jamila Naas, Treasurer (2-year term, July 1, 2024–June 30, 2026)
- Trina Butler, Director of Membership Activities (2-year term, July 1, 2024–June 30, 2026)

I wanted to take a moment to express my sincere gratitude for their decision to run for office. Their dedication to our collective cause and willingness to step up as a leader is truly commendable.

Running for office is no small feat, and their commitment to representing and advocating for the interests of our members is deeply appreciated.

To Pilar Torres-Barrera, Ana Angel Chora, Svetlana Kravets, and Wesley Parker: On behalf of the entire union, I would like to extend our deepest gratitude for your exceptional service and dedication over the past number of years. Your leadership, commitment, and passion have significantly contributed to our progress and success. As you step down from your role, we want to acknowledge the lasting impact you have made and express our heartfelt thanks. Your efforts have not only strengthened our union but have also inspired many. We wish you all the best in your future endeavors and hope to continue benefitting from your wisdom and guidance. Thank you for everything.

The Executive Board has retained the legal services of Liz Joffe, to assist with the transition of CCA Counsel. John Sutter will continue with Negotiations. We appreciate John's dedication to advancing union rights and wish him the best in his future endeavors.

Under the Public Employees Collective Bargaining Act (PECBA), the terms and conditions of an expired collective bargaining agreement (CBA) generally continue to remain in effect while the parties engage in negotiations for a new agreement. This practice, often referred to as the "status quo" doctrine, ensures that employees' working conditions and benefits are maintained during the negotiation process. This continuity helps to provide stability and predictability for both employees and employers until a new CBA is reached.

The Association has requested the College continue to grant Step increases for employees that are eligible while a successor CBA is reached. Step increases are vital for maintaining morale and acknowledging the valuable contributions of our classified staff. Discontinuing these

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increases would not only impact their financial stability but also undermine their loyalty, the commitment they have shown to their roles, and the community they serve. Unfortunately, the likelihood that an agreement will be reached before fall term is very slim.

#### NEW HIRES

Mayeta Perfecto, Department Technician II–High School Partnerships, Workforce and Strategic Engagement Division, 100 percent, 12-month assignment, effective June 24, 2024.

#### SEPARATIONS

Nathan Naggi, Instructional Coordinator/Analyst II–CCBI, Business Programming, and Early Childhood Education, Academic Affairs Division, effective June 26, 2024.

Almir Methadzovic, Instructional Specialist–Academic Development and Corrections Education, Workforce Innovation and Strategic Engagement Division, effective June 28, 2024. (Will continue as Adjunct/Part-Time (PT) Hourly).

Caleb Anderson, Instructional Specialist–Academic Support Center–Tutoring, Student Affairs Division, effective June 30, 2024.

Daryl Redwine, Technology Analyst II–Information Technology, Governance and Administration Division, effective June 30, 2024.

Jennie Price, Instructor, Speech Language Pathology Assistant Programmer–YVC, CTE and Wine Studies, Career and Technical Education and Public Safety Division, effective June 30, 2024. (Will continue as Adjunct/PT Hourly).

#### POSITION CHANGES

Jasmine Kaur, Student Services Specialist–Academic Development and Workforce Partnerships, Workforce Innovation and Strategic Engagement, 100 percent, 12-month assignment, from Student Services Specialist–Counseling and Student Support Services, Student Affairs Division, effective June 17, 2024.

Denise Yancey, Department Specialist–Human Resources, Governance and Administration Division, 100 percent, 12-month assignment from Temporary to Regular positions, effective July 1, 2024.

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**CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION**

**Prepared by**

Adrian Lutz, Vice President—Chemeketa Community College Exempt Association  
Adam Mennig, President—Chemeketa Community College Exempt Association

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The Exempt Association president will provide a verbal report at the July 17, 2024, Board of Education meeting.

## **2024 FALL KICKOFF**

### **Prepared by**

David Hallett, Vice President—Academic and Student Affairs

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On Tuesday, September 17, the college will have a partial closure day to dedicate time for Fall Kickoff activities for the 2024–2025 academic year. The college will open at 1 pm to allow more time to provide services to our students before fall term begins.

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

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

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

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

### **Prepared by**

Ken Hector, Chair—Chemeketa Board of Education  
Jessica Howard, Chemeketa President/Chief Executive Officer

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

The OCCA Board last met in May, so this will serve to reflect community college happenings in the interim between Board meetings.

### **College Board Organizational Meetings**

Community college boards are required by Oregon statute to hold an organizational meeting at the start of each fiscal year sometime after July 1. Unlike election years, in non-election years no requirement exists for the organizational meeting to be held during the month of July. At the organizational meeting, community college boards must meet for the purpose of organizing and electing a chair and a vice-chair (ORS 341.283). The Chemeketa Board met via Zoom on July 2 solely for this purpose and voted to elect Ken Hector as Chair and Diane Watson as Vice Chair. These are one-year terms.

Other items for the July organizational meeting may include the following:

- Establishing dates and times of regular board meetings
- Appointing members to committees
- Adopting rules governing the conduct of board members and board proceedings
- Selecting the board's OCCA Representative.

### **OCCA Board Representative Selection**

OCCA Representatives from each college serve with the college president as members of the OCCA Board of Directors. The OCCA Representative brings the perspective of their member college's district board of education on issues of statewide concern to the Association and the Board of Directors. OCCA Bylaws delineate the duties of the OCCA Representatives as playing an active role in the activities of the Board of Directors, providing the local voice from their district boards of education to the Board of Directors on issues of statewide impact, and actively engaging their fellow district board of education members in supporting and promoting Association goals and priorities.

### **2024 OCCA Member Feedback Survey**

OCCA annually offers community college board members the opportunity to participate in a Member Feedback Survey. It is an opportunity to share member insights and help OCCA understand member perspectives – what is OCCA doing well and where can it improve as an organization as it looks to the future. The survey will remain open until the close of business on July 17. Responses will remain strictly confidential.

### **OCCA 2024-25 Calendar**

OCCA has released its calendar for the 2024-25 academic year calendar, which includes all events and training, OCCA board and standing committee meetings, and other important dates.

### **Upcoming Events and Training**

OCCA has a great schedule of events set for 2024, including the **All Board Member Training**, which is set for Saturday, September 7, at **Chemeketa's Eola Center** in West Salem.

### **OCCA Annual Conference**

OCCA is now accepting proposals for breakout sessions at the 2024 OCCA Annual Conference, set for November 6–8 at Salishan Coastal Lodge in Gleneden Beach. This year's theme is "Charting a Course to the Future," and OCCA is looking for presentations that share best practices, showcase a unique college program, or inform other stakeholders about an event or issue affecting your institution and/or community colleges on a broader level. All presentations should relate to the conference theme, as well as at least one of the following topic areas:

- Innovation and the Future;
- Equitable Pathways to Good Careers;
- Board and College Commitment to Equity;
- Student Achievement and Data;
- Policy and Procedure; or
- Community Engagement and Partnerships.

All proposals must be submitted by Friday, August 16, at 5 p.m. PST using the online form.

### **Howard Cherry Awards**

OCCA is also now accepting nominations for the annual Howard Cherry Awards, held November 7 during the OCCA Annual Conference at Salishan Coastal Lodge. The Howard Cherry Awards are named for Dr. Howard Cherry, who was a lifelong advocate for education and community involvement. Nominations may be made in the following categories:

- Outstanding Community College Advocate
- Outstanding Community College Board Member
- Outstanding Community College Administrator

Nominations must be submitted no later than Friday, August 16, at 5 p.m. PST using the online form.

### **Virtual Advocacy Training**

OCCA will host a virtual Advocacy Training on Thursday, October 10, for community college board members, presidents, Campus Advocacy Coordinators (CACs), students, and other college faculty, staff, and stakeholders who will serve or are interested in serving as an advocate during the 2025 Legislative Session. In this free training, participants will learn how to be an effective advocate for community college budget and policy issues, the various ways in which one can be an advocate, lobbying tips, important messaging for the Session, and the legislative process.

**The OCCA Digest** is a monthly e-newsletter that highlights updates during the Legislative Session, important events, news, and announcements. It is a great way to stay connected with information important to community colleges in Oregon and learn how one can take-action to support colleges and students. To sign up to receive this free e-newsletter, visit <https://occa17.com/resources/newsletter/> and click the "Sign Up" button. The OCCA Digest will come from OCCA Communications Director Casey White-Zollman at [casey@occa17.com](mailto:casey@occa17.com), so be sure to add her email to your contacts to ensure the email.

## PERSONNEL REPORT

### Prepared by

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

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### NEW HIRES

Esteban Isaias Anaya, Custodian I—Capital Projects and Facilities, College Support Services Division, 100 percent, 12-month assignment, Range A2, Step 3.

Lani Davidson, Instructor-English/Writing—Yamhill Valley Campus (YVC), General Education and Transfer Studies, 100 percent, 10-month assignment, Range F9, Step 4.

Afanacia Frolov, Department Technician II—Health and Human Performance, Academic Affairs Division, 100 percent, 12-month assignment, Range B2, Step 3.

Gabriela Q. Hamilton, Instructor-Economics—Liberal Arts and Social Sciences, General Education and Transfer Studies (GETS) Division, 100 percent, 10-month assignment, Range F9, Step 11.

Nathan Naggi, Instructional Coordinator/Analyst II—Center for Business and Industry (CCBI), Business Programming and Early Childhood Education (ECE), Workforce Innovation and Strategic Engagement Division, Range C2, Step 4.

Mayela M. Perfecto, Department Technician II—High School Partnerships, Workforce Integration and Strategic Engagement Division, Range B3, Step 4.

Avery R. Pike, Technology Support Specialist—Institutional Research and Reporting, Academic and Organizational Effectiveness Division, Range B3, Step 2.

### POSITION CHANGES

Jasmine Kaur, Student Services Specialist—Academic Development and Workforce Partnerships, Workforce Integration and Strategic Engagement Division, Limited duration 12-month assignment, Range B3, Step 7, from Student Services Specialist, Counseling and Student Support Services, Student Affairs Division.

Denise Yancey, Department Specialist—Human Resources, Governance and Administration Division, 100 percent, 12-month assignment, Range B3, Step 6, from limited duration Department Specialist, Human Resources, Governance and Administration Division.

### RETIREMENTS

Lisa M. Healey, Instructor-Mathematics—Math, Engineering, and Computer Science, General Education and Transfer Studies (GETS) Division, effective June 30, 2024.

Standard Report-1  
July 17, 2024

Bradley “Brad” D. Johnson, Instructor-Learning Center Dallas, Polk Center, General Education and Transfer Studies (GETS) Division, effective June 30, 2024.

SEPARATIONS

Caleb M. Anderson, Instructional Specialist—Academic Support Center-Tutoring, Student Affairs Division, effective June 30, 2024.

Timothy J. Antone, Technology Analyst I—Information Services Technician, Governance and Administration Division, effective June 25, 2024.

Nolan “Nol” Cobb, Interim Director of Human Resources—Human Resources, Governance and Administration Division, effective June 30, 2024.

Sara R. Dennison, Instructor-English—Liberal Arts and Social Sciences, General Education and Transfer Studies Division (GETS), effective July 31, 2024.

Danielle A. Hoffman, Dean of Yamhill Valley Campus (YVC)—Yamhill Valley Campus, General Education and Transfer Studies Division (GETS), effective July 11, 2024.

Almir Methadzovic, Instructional Specialist-10 month—Academic Development and Corrections Education, Workforce Innovation and Strategic Engagement Division, effective June 28, 2024.

Jennie R. Price, Instructor Speech Language Pathology Assistant Program—Yamhill Valley Campus (YVC), Career and Technical Education (CTE), and Wine Studies, Career and Technical Education and Public Safety Division, effective June 30, 2024.

Daryl A. Redwine, Technology Analyst II—Information Technology, Governance and Administration Division, effective June 30, 2024.

## **BUDGET STATUS REPORT**

### **Prepared by**

Rich Kline, Director—Business Services

Brian Knowles, Director—Budget and Finance

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

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Closing of year-end financial reports and preparation for the audit are now in progress. The General Fund Revenue and Expense Statement In-Progress for the period ending June 30, 2024, will be included in the September board report.

Final year-end financial reports will be available at the completion of the 2023–2024 audit. College auditors will be presenting the audit report at the December board meeting.

The Status of Investments for the period ending June 30, 2024, is included.

Standard Report-2  
July 17, 2024

Status of Investments

June 30, 2024

	Statement		Maturity		Account Balance	Rate as of
	Date	Date	Date			
<u>Oregon State Treasurer Investments</u>						
Oregon Short-Term Fund - General	6/30/2024	On demand		\$ 20,224,222.56	5.200%	
Oregon Short-Term Fund - Capital	6/30/2024	On demand		\$ 9,596,568.92	5.200%	
Total Oregon State Treasurer Investments				\$ 29,820,791.48		
	Investment		Maturity		Amount Invested	Yield
	Date	Date	Date			
<u>Other Investments</u>						
Corporate Note - Bank of Montreal	11/8/2022	6/28/2024		\$ 2,873,160.00	5.223%	
Corporate Note - Royal Bank of Canada	7/17/2023	7/26/2024		\$ 3,944,440.00	5.388%	
Treasury Note - United States Treasury	1/6/2023	7/31/2024		\$ 2,439,950.00	4.604%	
Gov't Agency - Federal Home Loan Bank	1/26/2024	8/2/2024		\$ 2,922,352.50	5.141%	
Corporate Note - Bank of America	11/30/2023	8/26/2024		\$ 2,970,210.00	5.580%	
Corporate Note - TD Bank	1/10/2024	9/10/2024		\$ 2,911,299.00	5.243%	
Gov't Agency Federal Farm Credit Bank	1/26/2024	10/1/2024		\$ 2,997,720.00	4.998%	
Gov't Agency Federal Farm Credit Bank	2/22/2024	10/30/2024		\$ 1,996,560.00	5.136%	
Corporate Note - National Australia Bank	12/5/2023	11/22/2024		\$ 3,002,079.67	5.255%	
Corporate Note - Bank of Montreal	3/28/2024	12/12/2024		\$ 2,029,922.22	5.239%	
Corporate Note - Bank of Nova Scotia	1/31/2024	1/10/2025		\$ 2,903,640.00	4.983%	
Corporate Note - JPMorgan Chase	10/20/2022	1/23/2025		\$ 1,919,760.00	5.033%	
Gov't Agency - Federal Home Loan Bank	2/29/2024	2/3/2025		\$ 2,978,820.00	5.085%	
Corporate Note - Wells Fargo & Co	2/29/2024	2/19/2025		\$ 2,449,350.00	5.162%	
Gov't Agency Federal Farm Credit Bank	4/2/2024	3/28/2025		\$ 5,004,666.67	5.000%	
Gov't Agency - Federal Home Loan Bank	5/7/2024	4/14/2025		\$ 2,875,170.00	5.108%	
Corporate Note - Bank of New York	4/15/2024	4/24/2025		\$ 2,895,990.00	5.114%	
Corporate Note - US Bancorp	5/31/2024	5/12/2025		\$ 1,930,360.00	5.266%	
Treasury Note - United States Treasury	5/31/2024	5/31/2025		\$ 1,955,340.00	5.195%	
Certificate of Deposit - Willamette Valley Bank	4/25/2024	8/24/2025		\$ 2,000,000.00	4.750%	
Treasury Note - United States Treasury	6/17/2024	6/15/2025		\$ 2,937,990.00	5.032%	
Total Other Investments				\$ 57,938,780.06	5.127%	weighted average yield

13 week Treasuries 5.22% as of 6/30/2024

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, Vice President—College Support Services/Chief Financial Officer

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### ONGOING PROJECTS

- **Building 2 Ice Storm Restoration**  
Facilities is actively working with architects and engineers to finalize the details of this project. During the summer term, the kitchen area will be temporarily closed to allow for renovations. These renovations are aimed at enhancing both efficiency and aesthetics in the kitchen area. The college's dedication to providing top-notch facilities remains unwavering as it strives to create environments conducive to learning and collaboration.
- **Building 2 Concrete Improvements**  
The concrete area between buildings 3 and 22 has been successfully replaced. This project addressed the Americans with Disabilities Act (ADA) compliance issues and improved drainage. Once weather conditions and manpower allow, Facilities will shift its focus to enhancing the landscape areas within this zone. These improvements reflect the college's ongoing commitment to ensuring accessible and functional spaces for everyone on campus.
- **Fiber Pull to Athletics Fields**  
Facilities will be completing a new fiber optics loop to service the athletics fields. This project will enable the college's athletic teams the ability to stream events happening on the college's fields. Doing so will improve the overall experience for participants and spectators alike. By investing in this technology, the college is supporting the success and visibility of its athletic programs.

### PLANNING PROJECTS

- **Lighting Retrofit Projects:**  
Currently, Facilities is focused on completing ongoing lighting projects in multiple buildings on our campuses. The college is also devising plans for future initiatives. This project is in response to recent developments in Oregon, regarding lighting standards. Facilities is gearing up for a series of comprehensive lighting retrofit projects set to unfold over the next year or so. These projects involve replacing existing lighting systems with more energy-efficient and environmentally friendly alternatives.

See Appendix-2; Campus Map pages 47–48.

**GRANT ACTIVITIES  
APRIL–JUNE 2024**

**Prepared by**

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

**GRANT APPLICATIONS SUBMITTED**

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
U.S. Department of Labor Apprenticeship Building America	Career and Technical Education (CTE) Apprenticeship	Creates an Apprenticeship Innovation Hub that will support pathways to apprenticeships focused on underrepresented populations in healthcare, education, and clean energy careers. Francisco Saldivar. Submitted April 15, 2024.	\$5,999,589
Oregon Depart of Human Services (ODHS) Resilience Hubs and Networks Grant	College Support Services (CSS)–Facilities	Funds Building 7 resilience equipment and grant writing services to augment bond project.	\$200,000
Oregon Department of Energy (ODE) Community Renewable Energy Program (CREP)	CSS–Facilities	Provides construction and equipment to make Brooks well pump resilient in case of a power outage with solar system. Isaac Talley. Submitted May 10, 2024.	\$1,000,000
ODE CREP	CSS–Facilities	Provides construction and equipment for solar battery storage at the Salem Ag Hub building. Isaac Talley. Submitted May 10, 2024.	\$1,000,000
U.S. Dept. of Education English Language Acquisition National Professional Development	General Education and Transfer Studies (GETS)–Education	The project will provide early on-ramps and support enabling bilingual teacher candidates to join the teaching profession. Partners include regional school districts, universities, and the Oregon Teacher Standards and Practices Commission. Karla Hale. Submitted May 13, 2024.	\$3,497,047
AmeriCorps Vista	Diversity, Equity, and Inclusion (DEI) and GETS	Funds an AmeriCorps member to assist with Safe Haven and Woodburn Mentors. Vivi Caleffi Prichard and Elias Villegas. Submitted June 17, 2024.	TBD

Standard Report-4  
July 17, 2024

National Science Foundation (NSF)–Hispanic Servicing Institution (HSI)	GETS-Life Sciences	Funds for equipment to develop a science lab at Woodburn and update Salem lab. Jennifer Schramm. Submitted June 4, 2024.	\$200,000
U.S. Department of Justice	DEI–Safe Haven	Creates culturally specific anti-stalking, domestic violence, and dating violence education. Tate Jackson. Submitted June 5, 2024.	\$499,540
s'gwi gwi ? altxw: House of Welcome Supporting Indigenous Mastery (SIAM)	GETS–Art	Creates opportunities for students and community members to learn from artists who are Grand Ronde members. Laura Mack. Submitted June 20, 2024.	\$60,630
Oregon Department of Transportation	Center for Business and Industry, ECE, and High School Partnerships	Creates additional capacity for flagger, car seat safety, and driver education programs. Sarah Whisenhunt and Kristin Mauro. Submitted June 15, 2024.	\$239,116
Dewalt	CTE–Mid-Willamette Education Consortium (MWEC)	Provides virtual learning labs for construction trades. Debbie Johnson. Submitted June 28, 2024.	\$200,000
		<b><u>Total Grant Applications:</u></b>	<b><u>\$12,892,952</u></b>

<b>GRANTS PENDING NOTIFICATION—Grants submitted before the current quarter</b>			
<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>

<b>GRANTS DECLINED—APRIL–JUNE 2024</b>			
<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
U.S. Department of Education–High School Equivalency Program (HEP)	Regional Education and Academic Development (READ)	Provides outreach and recruitment; assessment of participant needs and barriers to completion; need-based assistance with transportation, child care, medical, vision, and dental care; referrals to appropriate agencies; high-quality intensive bilingual instruction in GED preparation. Laura Leon-Cipriano. Submitted January 16, 2024.	\$2,373,873
Higher Education Coordinating Commission (HECC)–Workforce and Talent Development Board–Strategic Innovations	READ–Workforce Innovation	The project would co-invest with the college to create a roadmap for a new Office of Work-Based Learning and Talent Development as a one-stop shop for employer engagement. Holly Nelson and R. Taylor. January 31, 2024.	\$163,981

Standard Report-4  
July 17, 2024

NSF–HSI	GETS	The project combines a STEM-focused faculty community of practice with student support intervention strategies to improve Latinx STEM enrollment, persistence, and degree attainment. Shannon Olthus Gault and Keith Schloeman. Submitted February 14, 2024.	\$499,904
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<b>GRANTS AWARDED—April–June 2024</b>			
<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
Business Oregon Small Business Development Center (SBDC) Assistance	Center for Business and Industry–SBDC	Funds to expand the level and types of services provided by the SBDC to ensure Chemeketa meets our economic impact goals. R. Taylor. Submitted January 25, 2024.	\$268,928
Marion and Polk Early Learning Hub Parenting Education	Career and Technical Education (CTE) Early Childhood Education	Provides early childhood-focused parenting education classes in Spanish and English in Woodburn, Salem, and Stayton. R. Taylor. February 16, 2024.	\$18,613
Willamette Workforce Partnership (WWP) Career Coaching	Student Affairs–Counseling and Career Services	Will fund direct outreach and career coaching to students and community members to increase career guidance and integration with WorkSource systems. Blanca Aguirre and Adam Mennig. Submitted March 1, 2024.	\$260,000
WWP–Reentry	READ–Corrections Education	Proposal to provide comprehensive re-entry preparation and post-release employment and training services expanding our current services to adults in custody. Chris Kato. Submitted March 13, 2024.	\$300,000
Marion County–Community Development Block Grant	Student Affairs–Resource Navigator	Provides emergency housing funds to students so they remain housed. Blanca Aguirre and Adam Mennig. Submitted December 13, 2023.	\$75,000
		<b>Total Grant Funding Awarded</b>	<b>\$922,541</b>

## **SPRING TERM ENROLLMENT REPORT**

### **Prepared by**

Beth Holscher, Institutional Research Analyst  
Colton Christian, Dean, Academic and Organizational Effectiveness  
Jessica Howard, President/Chief Executive Officer

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Items included in this report:

- Student, FTE and Enrollment Profile
- Spring Term Enrollment vs. Prior Years
- Spring Term Cumulative Enrollment

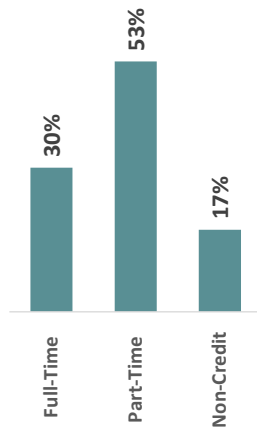
**Students: 10,223**

Student Headcount by Student Status

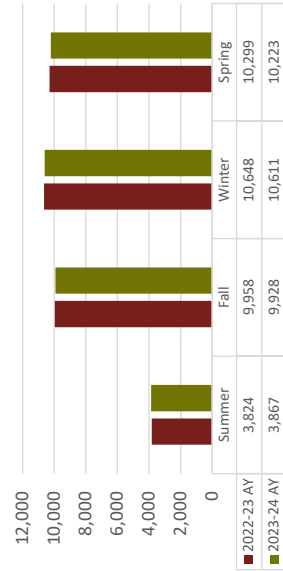
Full-Time	Part-Time	Non-Credit
3,093	5,372	1,758
30%	53%	17%

\*Students refers to unduplicated headcount

Distribution of Students



Student Headcount Year-to-Year



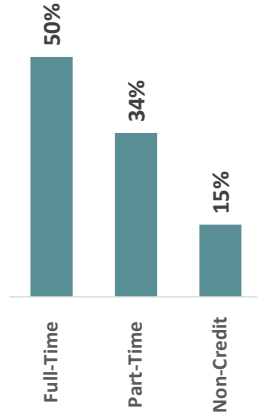
% Change ↑ 1% → 0% → 0% → -1%

**Total FTE: 2,183**

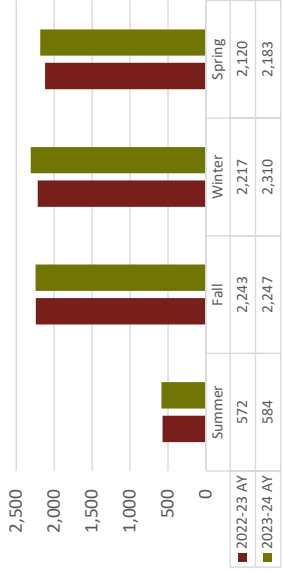
Total FTE by Student Status

Full-Time	Part-Time	Non-Credit
1,100	751	332
50%	34%	15%

Distribution of FTE



Total FTE Year-to-Year



% Change ↑ 2% → 0% ↑ 4% ↑ 3%

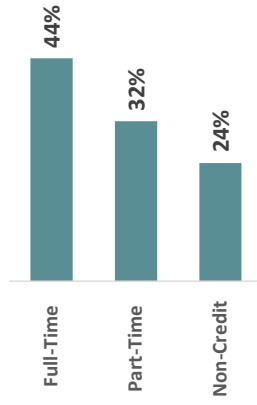
**Enrollments: 30,973**

Enrollments by Student Status

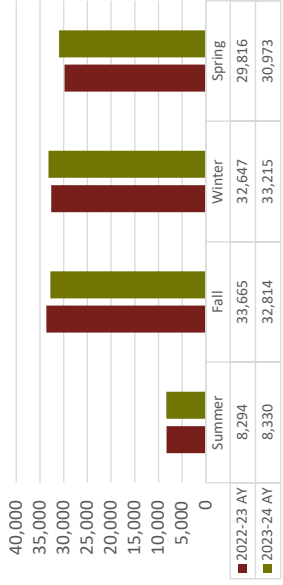
Full-Time	Part-Time	Non-Credit
13,781	9,888	7,304
44%	32%	24%

\*Enrollment refers to duplicated headcount

Distribution of Enrollments



Enrollments Year-to-Year



% Change → 0% ↓ -3% ↑ 2% ↑ 4%

Chemeketa Community College

Spring 2024

Student, FTE and Enrollment Profile

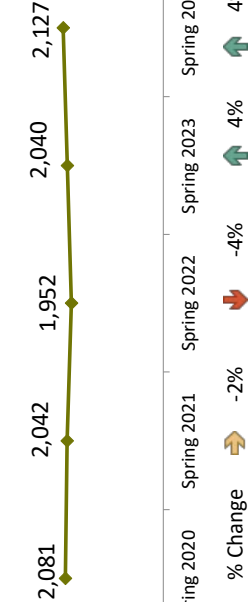
Spring-to-Spring Comparison

Spring Term FTE and Headcount	Spring 2023	Spring 2024	% Change
Reimbursable FTE	2,040	2,127	4.3%
Non-Reimbursable FTE	81	56	-31.0%
Total FTE	2,120	2,183	2.9%
Unduplicated Headcount	10,299	10,223	-0.7%

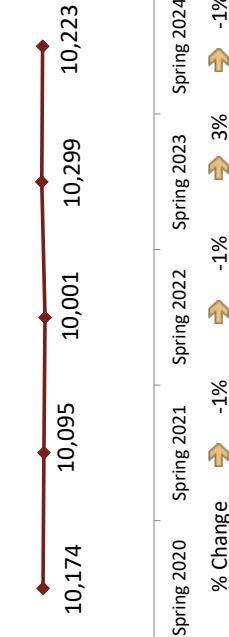
Year-to-to-Date

Year-to-Date FTE and Headcount	2022-23	2023-24	% Change
YTD Reimbursable FTE	6,952	7,055	1.5%
YTD Non-Reimbursable FTE	201	269	33.8%
YTD Total FTE	7,153	7,324	2.4%
YTD Unduplicated Headcount	17,919	17,268	-3.6%

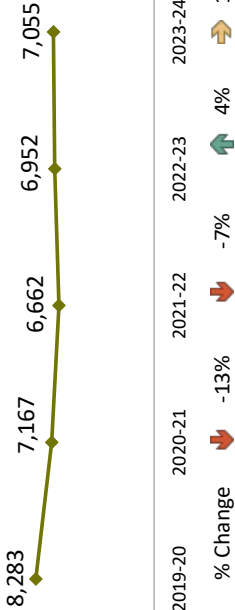
Spring Reimbursable FTE



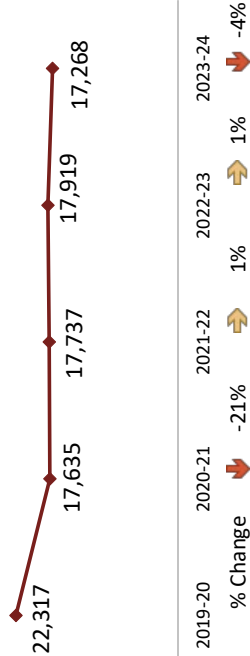
Spring Unduplicated Headcount



YTD Reimbursable FTE



YTD Unduplicated Headcount

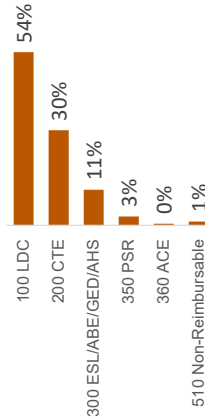


Chemeketa Community College  
Spring 2024  
Student, FTE and Enrollment Profile

This page provides a breakdown of enrollment by activity, race/ethnicity, and gender. The percentage of the population in our district from each demographic group (race/ethnicity and gender) is provided alongside the student percentages. This allows the reader to compare the percentage of students to the percentage of people in the population from each demographic group to determine whether these percentages align. If the percentages align, this indicates that people in the district are accessing Chemeketa Community College at a rate that's proportionate to their representation in the district. If the percentages don't align, this indicates that people in the district are accessing Chemeketa Community College at a rate that's disproportionate to their representation in the district.

## FTE by Activity

Activity	FTE	%
100 Lower Div Collegiate	1,188	54%
200 Career Tech Educ	653	30%
300 ESL/ABE/GED/AHS	244	11%
350 Post Secondary Rem	61	3%
360 Adult Cont Educ	11	0%
510 Non-Reimbursable	26	1%
<b>Total</b>	<b>2,183</b>	<b>100%</b>



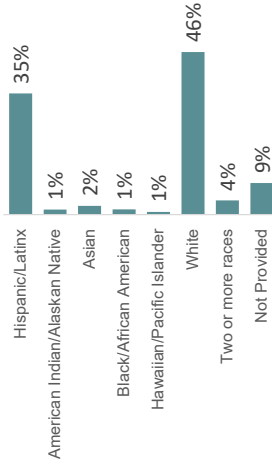
### Activity Codes

All courses at Community Colleges are assigned ACTI (activity) Codes to categorize sections into specific educational activities.

- 100** Lower Division Collegiate (WR121 Intro to Composition , MTH112 Precalculus 2: Trigonometry)
- 200** Career Technical Education (NUR106 Fundamentals of Nursing , WLD159 Ornamental Iron Work)
- 300** ESL/ABE/GED/AHS [This consists of several groups, which include English as a Second Language (XCEE0517B English Now!), Adult Basic Education (XABE0793J ABE Skills Lab), General Education Development (XGED0793J GED Skills Lab) , and Adult High School (XHSC0911G Grammar & Punctuation)]
- 350** Post Secondary Remedial (MTH070 Elementary Algebra, WR090 Fundamentals of Writing)
- 360** Adult Continuing Education(XDRV0001H Motorcycle eRider Basic, XEMT0571A EMT/Paramedic Skills Lab)
- 510** Non-Reimbursable (XMUP0001F Chamber Chorus, XSSP0001X Use Memory Strategies Workshop)

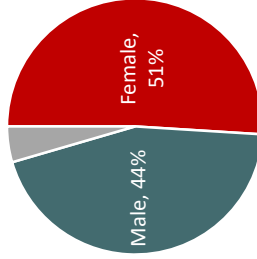
## Race/Ethnicity

Race/Ethnicity	Chemeketa Headcount	%	District
Hispanic/Latinx	3,529	35%	24%
American Indian/Alaskan Native	145	1%	1%
Asian	252	2%	2%
Black/African American	153	1%	1%
Hawaiian/Pacific Islander	76	1%	1%
White	4,735	46%	65%
Two or more races	414	4%	5%
Not Provided	919	9%	1%
<b>Total</b>	<b>10,223</b>	<b>100%</b>	<b>100%</b>



## Gender

Gender	Chemeketa Headcount	%	District
Female	5,213	51%	50%
Male	4,549	44%	50%
Not Provided	461	5%	0%
<b>Total</b>	<b>10,223</b>	<b>100%</b>	<b>100%</b>



## RECOGNITION REPORT

### Prepared by

Jessica Howard, President/Chief Executive Officer

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

Commencement was celebratory and special for graduates, parents, friends, and the entire Chemeketa community. We thank the team of individuals who made the event a success: DAVID ABDERHALDEN, BLANCA AGUIRRE, KAREN ALEXANDER, ALMA AMAYA, ANGELA ARCHER, KIM BAIN, LIZ BAY, MARTY BRANCH, JUAN CARLOS DELOYA, JENNIFER COX, DENNIS CREPEAUX, JORDAN DEROSIA, GRECIA GARCIA PEREZ, JOEL GISBERT, KARYNA GONZALEZ, ABBY GREWATZ, TETER KAPAN, SAM KIRBY, THOMAS LAMBERT, MICHELLE LIMAS, ADRIAN LUTZ, HEATHER MISENER, CINDY MOORE, TIFFANY PAYNE, CINTIA RAMOS CARREON, MEAGAN USSELMAN, ANTHONY WAGNER, STACEY WELLS, ROBERT YATES, FACILITIES STAFF, PUBLIC SAFETY, STUDENT LIFE STAFF, and Thank you to all of the faculty and staff that showed up to support our graduates!

In 2023, incarcerated individuals again became eligible for Pell Grants to support their enrollment in approved prison education programs, enabling this unique population to further their education and making such programs a viable option for colleges and universities. However, the logistics of budgeting and financial aid can be challenging. The Vera Institute of Justice along with the National Association of College and University Business Officers (NACUBO) had a national workshop on June 28th to provide information on this topic. HOLLY NELSON, RYAN WEST, and past student, KYLE HEDQUIST participated as panelists for this national workshop. "Prison Education Program Budgets: Best Practices from the Field."

ESTHELA ZENDEJAS was a guest speaker at the Kroc Center Leadership Camp. Esthela talked about ways to pay for college, preparation for college by earning good grades, and the difference between starting at a community college versus a university.

JON MATHIS coordinated and led a train-the-trainer program for rural community colleges interested in offering cultural competency training for their employees. The program was offered in partnership with the Oregon Community College Association and supported by a grant from the Meyer Memorial Fund.

Separate Action-1  
July 17, 2024

**APPROVAL OF RETIREMENT RESOLUTION  
NO. 24-25-01, LISA M. HEALEY AND  
NO. 24-25-02, BRADLEY “BRAD” D. JOHNSON  
[24-25-100]**

**Prepared by**

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

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The College Board of Education honors employees who retire after years of service to the college. Attached are the resolutions honoring Lisa M. Healey who retired effective June 30, 2024, and Bradley “Brad” D. Johnson who retired effective June 30, 2024.

It is recommended that the College Board of Education adopt Resolution No. 24-25-01, Lisa M. Healey, and Resolution No. 24-25-02, Bradley “Brad” D. Johnson.

Separate Action-1  
July 17, 2024

**RETIREMENT RESOLUTION NO. 24-25-01**  
**LISA M. HEALEY**

WHEREAS, Lisa M. Healey began her 18-year and 9-month association, as a salaried employee, with Chemeketa Community College in September 2005; and

WHEREAS, Lisa M. Healey gave dedicated service to Chemeketa Community College currently as Instructor-Mathematics, General Education and Transfer Studies Division,

BE IT RESOLVED, that upon her retirement date of June 30, 2024, the College Board of Education hereby honors and commends Lisa M. Healey for her loyalty, dedication, and personal commitment to Chemeketa Community College.

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Ken Hector  
Board Chairperson

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Jessica Howard  
President/Chief Executive Officer

Separate Action-1  
July 17, 2024

**RETIREMENT RESOLUTION NO. 24-25-02**  
**BRADLEY “BRAD” D. JOHNSON**

WHEREAS, Bradley “Brad” D. Johnson began his 19-year association, as a salaried employee, with Chemeketa Community College in July 2005; and

WHEREAS, Bradley “Brad” D. Johnson gave dedicated service to Chemeketa Community College currently as Instructor-Learning Center-Dallas, General Education and Transfer Studies Division,

BE IT RESOLVED, that upon his retirement date of June 30, 2024, the College Board of Education hereby honors and commends Bradley “Brad” D. Johnson for his loyalty, dedication, and personal commitment to Chemeketa Community College.

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Ken Hector  
Board Chairperson

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Jessica Howard  
President/Chief Executive Officer

Action-1  
July 17, 2024

**APPROVAL OF SUSPENSION OF HEALTHCARE BILLING  
CERTIFICATE OF COMPLETION  
[24-25-101]**

**Prepared by**

Shaunah Steele, Director—Behavioral Health and Health Promotions  
Dana Nolan, Program Chair/Instructor—Health Information Management  
Marshall Roache, Executive Dean—Career and Technical Education and Public Safety  
David Hallett, Vice President—Academic and Student Affairs

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In 2021–2022, Healthcare Coding and Healthcare Billing certificates were created in place of the suspension of the Health Information Degree program. Both certificates went into effect in fall of 2023.

In Fall 2023, the Healthcare Billing Certificate program did not meet enrollment expectations. All four students transferred to the Healthcare Coding program as an opportunity to continue in the program.

In response to the workforce needs and collaboration with the advisory committee, some key curricular components of the billing certificate have been incorporated into the coding certificate. These changes will take effect in fall 2024.

It is recommended that the College Board of Education approve the suspension of the Healthcare Billing Certificate of Completion.

**APPROVAL OF SUSPENSION OF BASIC LAW ENFORCEMENT  
CERTIFICATE OF COMPLETION  
[24-25-102]**

**Prepared by**

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

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The Criminal Justice program at Chemeketa Community College is requesting permission to suspend the Basic Law Enforcement Certificate. No student has earned this certificate since 2016 and the suspension is a product of no interest from students pursuing a career in law enforcement/corrections. There is no direct employment benefit to the student and their career aspirations are better served by enrolling in the Law Enforcement Related Experience (LERE) Associate of Applied Science degree (AAS) or the Corrections Officer Related Experience (CORE) AAS. The suspension of the Basic Law Enforcement Certificate of Completion is supported by the Criminal Justice Advisory Committee.

It is recommended that the College Board of Education approve the suspension of the Basic Law Enforcement Certificate of Completion.

Action-3  
July 17, 2024

**APPROVAL OF SUSPENSION OF BASIC CORRECTIONS  
CERTIFICATE OF COMPLETION  
[24-25-103]**

**Prepared by**

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

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The Criminal Justice program at Chemeketa Community College is requesting permission to suspend the Basic Corrections Certificate of Completion. Only two students have earned this certificate over the past six years and the suspension is a product of no interest from students pursuing a career in law enforcement/corrections. There is no direct employment benefit to the student and career aspirations are better served by enrolling in the Law Enforcement Related Experience (LERE) Associate of Applied Science degree (AAS) or the Corrections Officer Related Experience (CORE) AAS. Suspension of the Basic Corrections Certificate of Completion is supported by the Criminal Justice Advisory Committee.

It is recommended that the College Board of Education approve the suspension of the Basic Corrections Certificate of Completion.

Action-4  
July 17, 2024

**APPROVAL OF COLLEGE POLICIES**  
**ADMINISTRATIVE SERIES 2000—**  
**GENERATIVE ARTIFICIAL INTELLIGENCE ADMINISTRATIVE POLICY, #2215**  
**AND EDUCATIONAL SERIES 4000—**  
**GENERATIVE ARTIFICIAL INTELLIGENCE INSTRUCTIONAL POLICY, #4330**  
**[24-25-104]**

**Prepared by**

Brett Matti, Assistant Director—Information Technology Enterprise Systems  
Layli Liss, Dean—Center for Academic Innovation  
Alice Sprague, Vice President—Governance and Administration

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**GENERATIVE ARTIFICIAL INTELLIGENCE ADMINISTRATIVE POLICY—POLICY #2215**

This policy was formed and approved by the Technology Governance Committee. This policy is intended to assist employees with understanding the acceptable use of Generative Artificial Intelligence (GenAI) in order to protect confidential or sensitive information, intellectual property, workplace culture, and Chemeketa's commitment to diversity, equity, and inclusion. It ensures that GenAI technologies are utilized in a manner that aligns with our institution's values and safeguards the well-being of our students, faculty, and staff.

This entire policy is underlined because it is a new college policy.

**GENERATIVE ARTIFICIAL INTELLIGENCE INSTRUCTIONAL POLICY—POLICY #4330**

This policy was designed and verified by the Academic Standards Committee. This policy is intended to assist faculty and staff in understanding the acceptable use of GenAI in order to protect confidential or sensitive information, academic integrity, intellectual property rights, and our commitment to equity. It ensures that GenAI technologies are utilized in a manner that aligns with Chemeketa's values, safeguards the well-being of our students, faculty, and staff, and enriches the teaching and learning experience.

This entire policy is underlined because it is a new college policy.

It is recommended that the College Board of Education approve 2215, GenAI Administrative policy, and 4330, GenAI Instructional policy.

## Administrative Series (2000)

### **Policy #2215**

## **Generative Artificial Intelligence Administrative Policy**

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### **Purpose**

Chemeketa Community College recognizes the availability and usefulness of applications driven by generative artificial intelligence (GenAI). While these content-generating tools may offer opportunities to streamline work functions and increase efficiency, they come with serious security, accuracy, and intellectual property risks. This policy is intended to assist employees with understanding acceptable use of GenAI in order to protect confidential or sensitive information, intellectual property, workplace culture, and our commitment to diversity, equity, and inclusion. It ensures that GenAI technologies are utilized in a manner that aligns with our institution's values and safeguards the well-being of our students, faculty, and staff.

### **Scope**

This policy applies to the use of any third-party or publicly available GenAI tools or similar applications that mimic human intelligence to generate answers, work products, or perform certain tasks. It is important to understand that many GenAI tools produce "hallucinations," fabricated answers, or incorrect information, and therefore responses must always be carefully verified. Further, information inputted into the system's knowledge base can be used as material that is returned in subsequent queries, thus any confidential, sensitive, or copyrighted information inputted can be disclosed to other users. Regular ethical reviews may be advised regarding the use of GenAI.

Following are examples of prohibited conduct when using GenAI by college employees and volunteers:

- Making employment decisions about applicants or employees including hiring, retention, promotions, performance, discipline, or termination
- Unauthorized uploading or inputting any confidential, personally identifiable, or Chemeketa-specific information; examples include non-public Chemeketa information, protected health information, personnel material, employee or student names and personal information, information from confidential documents, or other similar information
- Misrepresenting work generated by a GenAI tool as your own original work

Following are examples of allowable conduct when using GenAI by college employees and volunteers:

- Developing or refining position descriptions, hiring announcements and/or interview questions

Action-4  
July 17, 2024

- Uploading or inputting public information, general work-related queries, or data not otherwise considered sensitive or confidential
- Including citations documenting how your work product was developed with the assistance of GenAI tools
- Using authorized tools adopted by the college

The college may provide sanctioned and protected versions of GenAI in which exceptions to policy may be made.

This policy will undergo periodic review to accommodate advancements in GenAI technology and address any emerging, ethical, or technological concerns.

Instructional use of GenAI is addressed in policy 4330

Violations of this policy may result in disciplinary action, up to and including termination, and could result in legal action.

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*Adopted College Board of Education*

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*Revised College Board of Education*

## Educational Series (4000)

### **Policy #4330**

## **Generative Artificial Intelligence Instructional Policy**

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### **Purpose**

Chemeketa Community College recognizes the relevancy of applications driven by generative artificial intelligence (GenAI) for curricular and instructional purposes. Students will be expected to understand and use these applications effectively, critically, and ethically throughout their educational and professional careers. Thus, it will be crucial for faculty to responsibly incorporate such tools into the curriculum while also becoming proficient in their use. Further, these content-generating tools may offer opportunities to streamline work functions and increase efficiency. However, the College must balance the potential benefits of these tools with the associated risks.

This policy is intended to assist faculty and staff in understanding the acceptable use of GenAI in order to protect confidential or sensitive information, academic integrity, intellectual property rights, and our commitment to equity. It ensures that GenAI technologies are utilized in a manner that aligns with our institution's values, safeguards the well-being of our students, faculty, and staff, and enriches the teaching and learning experience.

### **Scope**

This policy applies to the use of any third-party or publicly available GenAI tools or similar applications that mimic human intelligence to generate answers, work products, or perform certain tasks. It is important to understand that many GenAI tools produce "hallucinations," fabricated answers, or incorrect information, and therefore responses must always be carefully verified. Responses may also reflect biases, given the presence of bias within the training data used to develop the applications. Finally, information inputted into the system's knowledge base can be used as material that is returned in subsequent queries, thus any confidential, sensitive, or copyrighted information inputted can be disclosed to other users. Regular ethical reviews may be advised regarding the use of GenAI.

Following are examples of prohibited conduct when using GenAI by faculty and instructional staff:

- Wholly replacing instructor judgment when evaluating student performance on high-stakes assessments that largely determine course grades
- Wholly replacing instructor presence (interactions, explanations, feedback) in online components of courses offered via distance education modalities
- Unauthorized uploading or inputting any confidential, personally identifiable, or Chemeketa-specific information; examples include non-public Chemeketa information, protected health information, personnel material, employee or student names and personal information, information from confidential documents, or other similar information
- Uploading the intellectual property of others without permission

Action-4  
July 17, 2024

- Misrepresenting work substantially created by a GenAI tool as one's own original work without citation

Following are examples of allowable conduct when using GenAI by faculty and instructional staff:

- Developing or refining course activities, assignments, assessments, and written communications
- Incorporating and demonstrating applications appropriate to the discipline or subject matter
- Uploading or inputting public information, general work-related queries, or data not otherwise considered sensitive or confidential
- Including citations documenting how one's work product was developed with the assistance of GenAI tools
- Using authorized tools adopted by the college

The college may provide sanctioned and protected versions of GenAI in which exceptions to policy may be made. This policy will undergo periodic review to accommodate advancements in GenAI technology and address any emerging, ethical, or technological concerns.

Violations of this policy may result in disciplinary action, up to and including termination, and could result in legal action.

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Adopted College Board of Education

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Revised College Board of Education

Action-5  
July 17, 2024

**APPROVAL OF COLLEGE POLICY EDUCATIONAL SERIES 4000–  
GRADUATION REQUIREMENTS, #4030  
[24-25-105]**

**Prepared by**

Heather Misener—Graduation Services Coordinator  
David Hallett, Vice President—Academic and Student Affairs

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**GRADUATION REQUIREMENTS—POLICY #4030**

The Board recently approved suspensions of the only two Associate of Science Oregon Transfer (ASOT) degrees offered at Chemeketa: ASOT - Business and ASOT - Computer Science. Instead, the College will offer Associate of Science Transfer degrees in Business and Computer Science to align with the statewide Major Transfer Maps and to provide stronger guarantees for students.

In addition, Chemeketa Community College has been approved to begin offering a Bachelor of Science in Nursing (BSN) degree, which is currently in development.

The Graduation policy was updated to reflect the two changes above. The former language has been stricken with lines through the text and the new language is underlined. The policy was reviewed and approved by the Academic Standards Advisory Council on May 10, 2024.

It is recommended that the College Board of Education approve policy 4030.



## Educational Series (4000)

### POL #4030

## Graduation Requirements

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The College grants the following degrees to those students who have completed the requirements for graduation:

- Associate of Arts Oregon Transfer (AAOT)
- ~~Associate of Science Oregon Transfer (ASOT),~~
- Associate of Arts Transfer (AAT)
- Associate of Science Transfer (AST)
- Associate of General Studies (AGS)
- Associate of Applied Science (AAS)
- Associate of Science (AS)
- Bachelor of Applied Science (BAS)
- **Bachelor of Science in Nursing (BSN)**

Students may be awarded a Certificate of Completion upon successful completion of a minimum of 12 or more quarter units of degree-applicable coursework designed as a pattern of learning experiences which develop certain capabilities that may be oriented to career or general education.

Students may complete requirements in any term. It is the responsibility of the student, with the guidance of the student's advisor, to fulfill requirements for graduation.

Chemeketa Community College may award a degree or certificate to students who meet the requirements for graduation in an academic program with or without a graduation application. Students may apply for graduation at any time through Graduation Services.

Degrees, certificates, and diplomas are conferred by the Board of Education upon the recommendation of the college. The President shall establish procedures to determine degree and certificate requirements that follow state guidelines and are reviewed through the college's curriculum committee. The procedures shall assure that graduation requirements are published in the College's catalog(s) and included in other resources that are available to students.

### References:

Oregon Community Colleges Handbook & Planning Guide (CCWD)  
NWCCU Standards 1.C.4, 1.D.1  
ORS 341.290, 341.465

Action-5  
July 17, 2021

April 8, 2022; October 29, 2021

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*Revised College Council*

July 17, 1985

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*Adopted College Board of Education*

February 21, 2001; December 17, 2003;  
May 18, 2005; March 17, 2010 (Effective July 1, 2010);  
March 16, 2011; April 18, 2012; March 16, 2016;  
April 18, 2018; March 17, 2021

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*Revised College Board of Education*

**APPROVAL OF GRANTS AWARDED APRIL–JUNE 2024**  
**[24-25-106]**

**Prepared by**

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

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These grants have been awarded to the college from January to March 2024. It is recommended that the board accept these grants.

**GRANTS AWARDED—April–June 2024**

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
Business Oregon Small Business Development Center (SBDC) Assistance	Center for Business and Industry–SBDC	Funds to expand the level and types of services provided by the SBDC to ensure Chemeketa meets our economic impact goals. R. Taylor. Submitted January 25, 2024.	\$268,928
Marion and Polk Early Learning Hub Parenting Education	Career and Technical Education (CTE) Early Childhood Education	Provides early childhood-focused parenting education classes in Spanish and English in Woodburn, Salem, and Stayton. R. Taylor. Submitted February 16, 2024.	\$18,613
Willamette Workforce Partnership Career Coaching	Student Affairs–Counseling and Career Services	Will fund direct outreach and career coaching to students and community members to increase career guidance and integration with WorkSource systems. Blanca Aguirre and Adam Mennig. Submitted March 1, 2024.	\$260,000
Willamette Workforce Partnership (WWP)–Reentry	READ–Corrections Education	Proposal to provide comprehensive reentry preparation and post-release employment and training services expanding Chemeketa’s current services to adults in custody. Chris Kato. Submitted March 13, 2024.	\$300,000
Marion County—Community Development Block Grant	Student Affairs–Resource Navigator	Provides emergency housing funds to students so they remain housed. Blanca Aguirre and Adam Mennig. Submitted December 13, 2023.	\$75,000
<b>Total Grant Funding Awarded</b>			<b>\$922,541</b>

# VISION • MISSION • VALUES

## **VISION** *(Our shared future)*

Chemeketa will be a gathering place for lifelong learning.

## **MISSION** *(Why we exist)*

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

## **VALUES** *(How we work together)*

### **ADAPTABILITY**

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

### **BELONGING**

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

### **COMMUNITY**

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

### **OPPORTUNITY**

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

### **QUALITY**

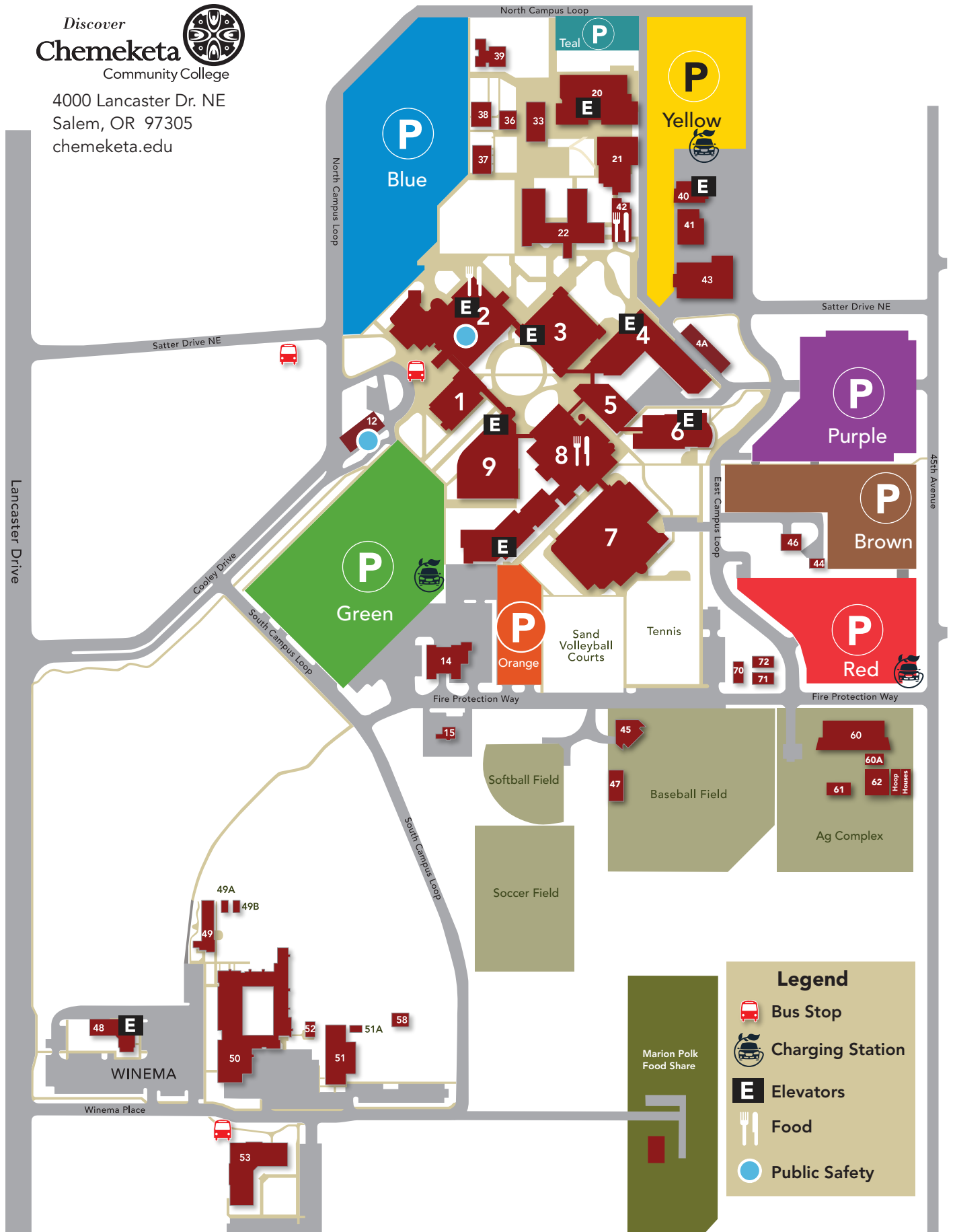
We strive for excellence through relevant, inclusive, and future-focused curriculum, services, and experiences.



Appendix-2  
July 17, 2024



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



**Legend**

- Bus Stop
- Charging Station
- E** Elevators
- Food
- Public Safety

Building directory on reverse side

## Appendix-2 July 17, 2024

### Building and Primary Function(s)

- 001** 1st Floor: Bookstore
- 001** 2nd Floor: Faculty Offices; Cooperative Work Experience
- 002** 1st Floor: Advising & College Access Programs (CAMP, TRIO, Upward Bound); Chemeketa Completion Program; College Access; Information Center; Multicultural Center; Planetarium; Public Safety; Student Accessibility Services; Student Life; Veterans Resource Center
- 002** 2nd Floor: Basic Navigator Needs; Business Services; Career Center; Counseling & Student Support Services; Enrollment Center; Financial Aid; Graduation Services; Human Resources; Intercultural Resource Center; President's Office; Procurement; Safe Haven; Student Affairs; Student Recruitment; Student Success Center; Title IX Office; Veterans Services
- 003** 1st Floor: Gretchen Schuette Art Gallery; Classrooms
- 003** 2nd Floor: Academic Affairs; Classrooms; Computer Science Faculty; Math Hub; Math Faculty; Placement Assessment; Testing Center
- 004** 1st Floor: Automotive Program; Electronics Program; Faculty Offices
- 004** 2nd Floor: Visual Communications; Robotics; Electronics & Networking Programs; Faculty Offices
- 005** 1st Floor: Art Classrooms
- 005** 2nd Floor: Classrooms; Foundation, Marketing & Public Relations; Grants; Public Information
- 006** 1st Floor: Auditorium; Classrooms
- 006** 2nd Floor: Classrooms; Employee Development
- 007** Gymnasium; Physical Education Classrooms
- 008** 1st Floor: Dental Clinic; Health & Science Classrooms; Café 8
- 008** 2nd Floor: Health & Science Classrooms
- 009** 1st Floor: Classrooms; The Center for Academic Innovation; Academic Effectiveness; Chemeketa Press; Institutional Research & Reporting; Media Studio
- 009** 2nd Floor: Library, Academic Support Center (Tutoring & Writing Centers); Student Computer Center; Study Rooms
- 012** Information Booth
- 014** Fire Programs
- 015** Burn Tower
- 020** Drafting; Engineering; Machining Program; Faculty Offices
- 021** Welding Program
- 022** Academic Development (ESOL, GED/ ABE, HEP, STEP Program); Information Technology; ICAP Program; STEP Program; TANF Jobs Program
- 033** Apprenticeship Programs
- 036** SOAR Program
- 037** Faculty Offices
- 038** Public Safety
- 039** Child Development Center
- 040** Facilities & Operations

- 041** Facilities & Operations; Shipping & Receiving
- 042** Genuine Foods Catering Kitchen; Taco Stand
- 043** Copy Center; Mail Room; Recycling
- 044** Facilities
- 045** Activity Field
- 046** Greenhouse
- 048** Conference Rooms; MaPS Credit Union
- 049** High School Partnerships; Mid-Willamette Education Consortium, Youth GED Options
- 050** Roberts at Chemeketa
- 051** Roberts at Chemeketa
- 052** Classrooms
- 053** Department of Human Services
- 058** Facilities & Operations Annex
- 060** Agricultural Sciences
- 061** Pavillion; Chemeketa Market
- 062** Greenhouse

### Area or Service—Building/Room

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

- Public Safety—2/173—503.399.5023
- Registration—2/200
- Scholarships—5/266
- Student Accessibility Services—2/174
- Student Affairs—2/208
- Student Center—2/179
- Student Clubs—2/176
- Student Computer Center—9/Second Floor
- Student Resources—2/230
- Student Success Center—2/210
- Television Studio—9/162
- Testing Center—3/267
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—9/Second Floor
- Vending Machine Refunds—1/First Floor
- Bookstore
- Veterans Services—2/201
- Veterans Resource Center—2/116
- Writing Center—9/Second Floor

### Instructional Department Offices

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

### Restrooms

#### Single Occupancy

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

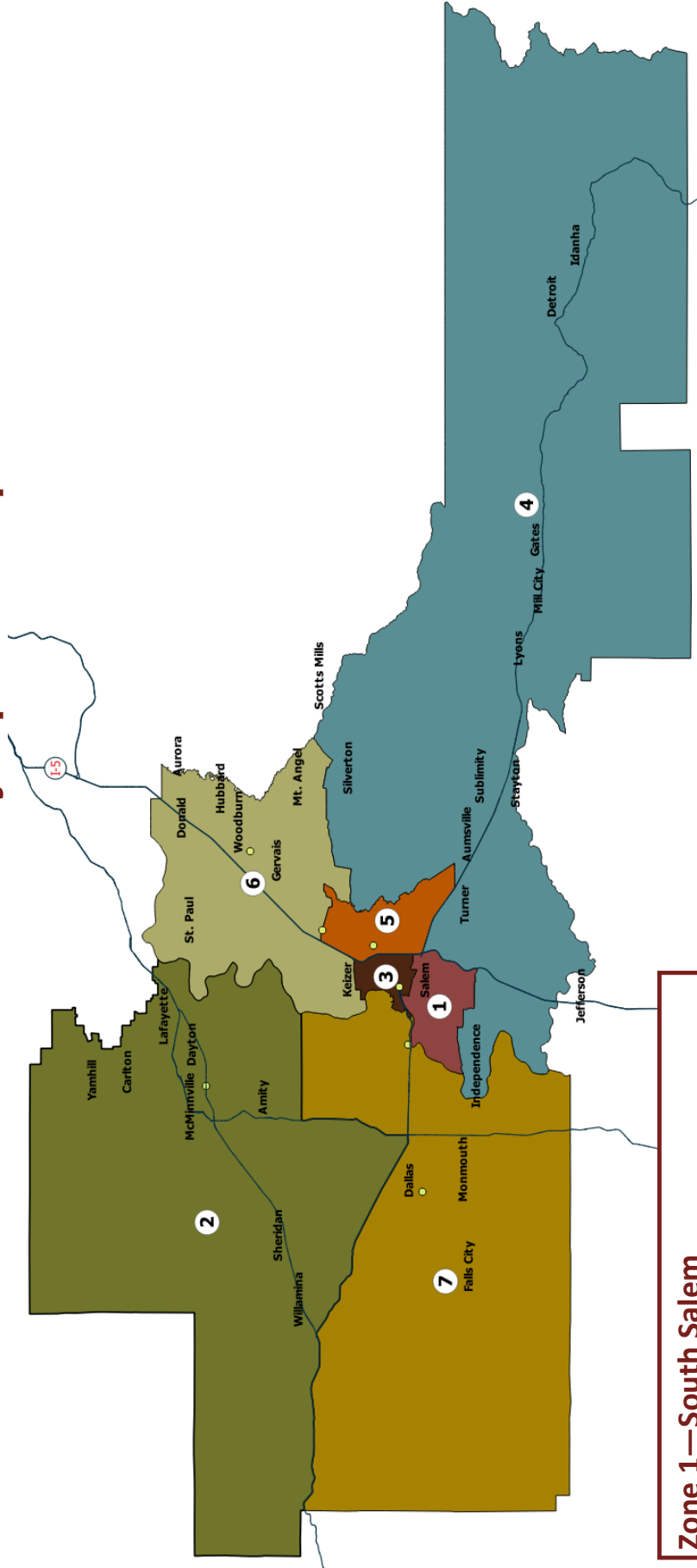
#### Lactation/Wellness Room

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

### Elevators

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

## Chemeketa Community College Board Zone Boundary Maps and Descriptions



**Zone 1—South Salem**  
**Zone 2—Yamhill County**  
**Zone 3—North Salem**  
**Zone 4—South Marion County**  
**Zone 5—East Salem**  
**Zone 6—North Marion County**  
**Zone 7—Polk County**

### Board Members

**ZONE 1** Iton Udosenata  
**ZONE 2** Ron Pittman  
**ZONE 3** Neva Hutchinson  
**ZONE 4** Ken Hector, Chair 2024-2025  
**ZONE 5** Jackie Franke  
**ZONE 6** Diane Watson, Vice Chair 2024-2025  
**ZONE 7** Betsy Earls