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

Regular Meeting

November 21, 2018

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

November 21, 2018

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

I. A. Executive Session 4:30 pm Salem Campus—Building 2, Room 172

Executive Session is called in accordance with ORS 192.660(2) (a) employment issues; (b) complaints; (d) negotiations; (e) real property; (h) legal rights; and (i) president/chief executive officer evaluation.

B. Administration Updates

**II. Regular Session 5:30 pm Salem Campus—Building 2, Room 170,
Board Room**

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Comments from the Audience

E. Approval of Minutes—Workshop and Regular Board Meeting 1–9
of October 17, 2018

F. Reports

1. Reports from the Associations

- | | | |
|-------------------|--|-------|
| a. Riley Dunagan | Associated Students of Chemeketa (ASC) | 10–11 |
| b. Justus Ballard | Chemeketa Faculty Association | 12 |
| c. Terry Rohse | Chemeketa Classified Employees Association | 13–14 |
| d. Rory Alvarez | Chemeketa Exempt Employees Association | 15 |

2. Reports from the College Board of Education

3. Reports from the Administration

- a. Jim Eustrom

G. Information

1. Advisory Committees for 2018–2019 16–46
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

2. College Policies #2275—College Trademark (Logo); 47–51
#2470—Mandatory Child Abuse Reporting Policy; and
#6040—Chemeketa Community College Investment Policy
Julie Huckestein, President/Chief Executive Officer

3.	Appointment of Budget Committee Members for Zone 1 and Zone 5 David Hallett, Vice President—Governance and Administration	52
4.	College Policies #1210—Officers of the Chemeketa Community College Board of Education; #1220— Duties of Officers of the Chemeketa Community College Board of Education; #1230—Responsibilities of the Individual <u>Chemeketa Community</u> College Board of Education Member; #1310— <u>Chemeketa Community</u> College Board of Education Meetings; #1410—Duties of the Chemeketa Community College President/Chief Executive Officer as Clerk of the Board and #1420— <u>Chemeketa Community</u> College Board of Education and President/Chief Executive Officer Relationship David Hallett, Vice President—Governance and Administration	53–65
H. Standard Reports		
1.	Personnel Report David Hallett, Vice President—Governance and Administration	66–67
2.	Budget Status Report Julie Huckestein, President/Chief Executive Officer	68–71
3.	Capital Projects Report Julie Huckestein, President/Chief Executive Officer	72
4.	College Safety Activities and Planning Julie Huckestein, President/Chief Executive Officer	73–74
5.	Recognition Report Julie Huckestein, President/Chief Executive Officer	75–76
I. Separate Action		
1.	Approval of Retirement Resolutions No. 18-19-03, Russell A. Read and No. 18-19-04, Roger C. White David Hallett, Vice President—Governance and Administration	[18-19-114] 77–79
J. 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 Easement to Marion County for Improvements to 45 th Avenue Julie Huckestein, President/Chief Executive Officer	[18-19-115] 80–82

2. Approval of College Policies #1010—Role of the <u>Chemeketa Community College Board of Education</u> ; #1110— <u>Chemeketa Community College Board of Education</u> ; #1120—Advisory Representatives to the <u>Chemeketa Community College Board of Education</u> ; #1130—Authority of <u>the Chemeketa Community College Board of Education Members</u> ; #1140—Primary Responsibility of the <u>Chemeketa Community College Board of Education</u> ; and #1170— <u>Chemeketa Community College Budget Committee</u> David Hallett, Vice President—Governance and Administration	[18-19-116]	83–92
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K. Appendices

1. Mission – Vision – Values – Core Themes	93
2. Campus Map	94–95
3. District Map	96

L. Future Agenda Items

M. Board Operations

N. 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, victim of domestic violence, genetic information, 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 503.365.4723, 4000 Lancaster Dr. NE, Salem, OR 97305, or <http://go.chemeketa.edu/titleix>. Individuals may also contact the U.S. Department of Education, Office for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.

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

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

Minutes
November 21, 2018

APPROVAL OF BOARD MINUTES

Prepared by

Jeannie Odle, Executive Coordinator/Board Secretary
Julie Huckestein, President/Chief Executive Officer

Minutes of the board meeting of October 17, 2018, are submitted for review by the board.

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

Minutes
November 21, 2018

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

October 17, 2018

I. WORKSHOP

Neva Hutchinson, Chair, called the workshop to order at 4:31 pm. The workshop was held at the Salem Campus in the Board Room, Building 2, Room 170.

Members in Attendance: Ed Dodson; Jackie Franke; Ken Hector; Neva Hutchinson, Chair; Ron Pittman; and Diane Watson, Vice Chair (arrived at 4:39 pm). Absent: Betsy Earls (excused).

College Administrators in Attendance: Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; and Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus.

A. Affordable Learning Initiative

Grecia Garcia, bilingual student services specialist in Student Retention and College Life, shared information on a student partnership project with Ashley Duran, a Chemeketa student who is dual enrolled at Chemeketa and Western Oregon University (WOU). They customized an open education resource (OER) textbook, *A Different Road to College*, and made it specific to Chemeketa and how to navigate the college resources, as well as university resources using WOU as an example. There are also interactive links, videos, and Ted Talks in the book. A video created by Sage Freeman was shown with Grecia and Ashley describing the project. The project was made possible through Innovations funding through the Tech Hub. The book will be available winter term 2019 and will be free.

Brian Mosher, managing editor with the Chemeketa Press, noted he brought the 29 Chemeketa Press textbooks that have been produced in the last three years that have been used by 27,000 students. Two new projects this year are WR227, Technical Writing, which will be ready winter term 2019; and ART115 and ART116, Basic Design which will be ready by fall term 2019. Kay Bunnenberg Boehmer is on sabbatical this year to develop design examples and design methodology for the textbooks.

Brian shared a few examples of other Chemeketa Press projects. He noted the Chemeketa Press has created bonds with faculty groups to develop more effective teaching tools for students. A \$200 digital literacy book for CIS120 was replaced with material developed by two CIS instructors that included only the information they cover. The course content is tighter and they reinvigorated the course around the new book. Students benefit from the low cost, but the book is more readable and matches with the subject matter.

Two faculty are on a royalty-based model and receive a portion of book sales—*Listening to Poetry*, by Jeremy Trabue; and *Economics of Poverty*, by Kevin Furey. The Press is working with Kris Powers to develop an online classroom resource for PSY104 Workplace and Organizational Psychology. Kris is currently using a plain PDF OER resource, but she

Minutes
November 21, 2018

Meeting Minutes
Chemeketa Board of Education
October 17, 2018
Page 2

is working with the Press to develop a well-designed, professional-looking Press book. David Canoy is working with the Press to develop a CHEM110 Chemistry book that leads to the Anatomy and Physiology class which currently costs \$265; the book will be free.

Meredith Schreiber, director of the Bookstore, shared a number of initiatives including implementation of low-cost/no-cost as a result of HB2871, digital course materials fee model, and E-books. Meredith gave a summary of the changes in industry including a change in publisher business strategies to lower pricing for textbooks and an increase of digital content.

Grecia Garcia used a PowerPoint to guide the presentation on the Chemeketa Textbook Lending Library. The lending library provides students free textbooks for a term. Background was shared on the lending library which was housed in Student Life and started fall term 2012 with one student and grew to 683 in fall term 2016. In June 2016 discussions began to move the lending library from Student Life to the library and to expand it to the Yamhill Valley Campus, as well as to Brooks, Polk, and Woodburn Centers. For fall term 2018, 624 students checked out 864 books which saved students approximately \$104,117. The process for students to request books was briefly reviewed. Angie Miller, supervisor at Library Circulation; and Heather Simpson-Howell, lead for Reserves and Evening/ Weekend, described the move of the lending library to library, trends, and ways to improve service to students.

The board thanked everyone for their informative presentations.

II. A. EXECUTIVE SESSION

There was no Executive Session.

II. B. ADMINISTRATION UPDATES

The following updates were shared or discussed with the board: Draft of Presidential Profile for the Presidential Job Description; 2018–2019 Board goals and individual board goals; ACCT Conference travel folder; OCCA Conference schedule and descriptions of two breakout sessions the college will be presenting; board calendar preview; President's goals for 2018–2019; HECC, CCWD, OCCA, OPC quarterly report; Governor letters; HSI and ECE grants; transitions; Marion County Sheriff substation located in Building 14; draft of tuition, universal fee, and differential fee rate setting guidelines; Perkins loan; auditor staffing change; RFP issue; Brooks water update; program preview/alert on Ag Complex; diesel tech; electronics; anesthesia tech program ready to be offered winter term, Surgical Tech, possible Linfield partnership on BSN program at Chemeketa; WOU to offer Interdisciplinary studies courses at CCBI starting in January; Foundation staffing; College Advancement office co-location; budget committee vacancies; classified bargaining; and agenda preview.

A recess was taken at 6:52 pm.

III. REGULAR SESSION

A. CALL TO ORDER

Neva Hutchinson, Chair, reconvened the board meeting at 7 pm. The meeting was held at the Salem Campus in the Board Room, Building 2, Room 170.

Minutes
November 21, 2018

Meeting Minutes
Chemeketa Board of Education
October 17, 2018
Page 3

B. PLEDGE OF ALLEGIANCE

Neva Hutchinson led the group in the Pledge of Allegiance.

C. ROLL CALL

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

College Administrators in Attendance: Julie Huckestein, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; and Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley.

Board Representatives in Attendance: Riley Dunagan, Associated Students of Chemeketa (ASC); Justus Ballard, Chemeketa Faculty Association; Terry Rohse, Chemeketa Classified Association; and Rory Alvarez (arrived at 7:40 pm), Chemeketa Exempt Association.

D. COMMENTS FROM THE AUDIENCE

None.

E. APPROVAL OF MINUTES

Ken Hector moved and Jackie Franke seconded a motion to approve the board meeting minutes of September 19, 2018; and the special board meeting of October 5, 2018.

The motion CARRIED.

F. REPORTS

Reports from the Associations

Riley Dunagan, ASC executive coordinator, added to the written report. A sustainability event was held in early fall term. A student forum to hear candidates Shelaswau Crier and Kevin Cameron who are running for Marion County Commissioner was held this week. Shelaswau Crier's forum was on Tuesday and had about 25 attendees; Kevin Cameron's forum is tomorrow, Thursday, October 18, at 5 pm in the Student Center.

Justus Ballard, Chemeketa Faculty Association, and Terry Rohse, Chemeketa Classified Association said their reports stand as written. Terry Rohse added that the comment results for the fall kickoff were overall complimentary. He reported classified membership is at 92 percent who are paid members, but hopes that will increase to 96–97 percent.

The Chemeketa Exempt Association report stands as written.

Reports from the College Board of Education

Ed Dodson attended college-related meetings and events including the presidential forums at the Polk Center, Yamhill Valley Campus (YVC), three at Salem, and one for the board; First Thursdays at Three; and the Presidential Search Advisory Committee meeting that met today. Community events Ed attended were the Mid-Willamette Education Consortium (MWEC) Executive Council meeting; OCCA board meeting at Newport; Marion County Commissioners Town Hall; and the SEDCOR forum lunch at CCBI.

Minutes
November 21, 2018

Meeting Minutes
Chemeketa Board of Education
October 17, 2018
Page 4

Ron Pittman shared a personal story about a student from Zimbabwe that stayed with Ron and his wife. She attended Linfield and received a bachelors and a masters degree, majoring in international relations and went on to get a doctorate. She is now a professor at Amherst College. Linfield held a special recognition event where she was honored and Ron and his wife were invited. Her aspiration is to be president of Zimbabwe someday.

Ken Hector attended community events including a retirement dinner for Marion County Commissioner Janet Carlson; chaired the Oregon Garden Foundation golf tournament for the Children's Education Program; Silverton Chamber Forum lunch; a Silverton Chamber fundraiser "Judy's Party"; and the SEDCOR Forum lunch at CCBI. College events included a Chemeketa Foundation board meeting and the Presidential Search Advisory Committee meeting.

Jackie Franke attended community events including the retirement of Marion County Commissioner Janet Carlson; Catholic Community Services annual luncheon; the Council of Government (COG) executive and board meeting; SEDCOR Forum luncheon at CCBI, and a DHS stakeholders meeting. College events included the Presidential Search forum with the board.

Diane Watson attended the Catholic Community Services luncheon and the Presidential Search forum for the board.

Neva Hutchinson also attended the Catholic Community Services luncheon; the seven Presidential Search forums; a meeting with David Armstrong, one of the ACCT search consultants; and the Presidential Search Advisory Committee that met this morning for four and a half hours to do the inclusive hiring training and to help develop the Presidential Profile.

Reports from the Administration

Jim Eustrom highlighted the arts including Soapbox Poetry readings each month in the Gretchen Schuette Art Gallery; two upcoming Chemeketa Writes events with Leni Zumas, an acclaimed novelist who will be doing a reading on October 30 and workshop on November 3; the quarterly music concerts, plus a new inaugural acclaimed artist series featuring vocal ensembles, string quartets, and brass from Germany, England, Boston, and San Francisco; and the quarterly artist shows in the art gallery. Currently, artwork is displayed in the art gallery from the two summer 2018 Artists-in-Residence, Clara Herbage and Rosalie Lingo,

G. INFORMATION

2018–2019 Planning, Budget, and Assessment Calendar

Miriam Scharer reported the annual calendar, which includes 2018–2019 planning, is a detailed listing of internal activities related to the planning, budget and assessment cycle. She drew attention to the gray shaded items which relate to board review or action. A separate budget calendar will be presented in April.

Minutes
November 21, 2018

Meeting Minutes
Chemeketa Board of Education
October 17, 2018
Page 5

Results of the 2017 Certification and Licensure Examinations

Johnny Mack thanked faculty for working with students in achieving the high pass rates. Faculty do not teach students to pass the tests, but to make them successful in their career fields. Ken Hector asked if instructors follow up with students who do not pass the certifications. Johnny said they do and they offer additional help and encouragement to re-take the test. Jim Eustrom noted the pass rate for Pharmacy Tech was low (69 percent) even though it's higher than the national average (55-58 percent). Johnny said it is a difficult exam with the various medications and mixing of medication. Johnny added, however, that an independent agency ranked Chemeketa's Pharmacy Tech program 26 out of 496 schools in the nation.

Easement to Marion County for Improvements to 45th Avenue

Tim Rogers shared the plans from Marion County Public Works to widen 45th Avenue along the length of Chemeketa's property, add sidewalks to both sides of the street, and add a middle turn lane to the campus. Approval will be requested at the November board meeting.

College Policies #1010, Role of the Chemeketa Community College Board of Education; #1110, Chemeketa Community College Board of Education; #1120, Advisory Representatives to the Chemeketa Community College Board of Education; #1130, Authority of the Chemeketa Community College Board of Education Members; #1140, Primary Responsibility of the Chemeketa Community College Board of Education; and #1170, Chemeketa Community College Budget Committee

David Hallett and a subcommittee of Ed Dodson, Diane Watson, and Jackie Franke reviewed and edited six board policies. A question arose on Policy #1110, under Disqualification of Candidate. After further research, this is not a board decision, but rather the Secretary of State's office and the Elections Division, so this section will be deleted from the policy. There were no other discussion or questions on the other five policies. Approval will be requested at the November board meeting.

H. STANDARD REPORTS

Personnel Report

David Hallett said the report stands as written. David noted a New Employee Orientation (NEO) was held this week where seven new employees attended the two-day session. David acknowledged Sheila Brown who coordinates the New Employee Orientation and all the employees who present various sections to introduce them to the college culture and environment.

Budget Status Report

Miriam Scharer referred to the Statement of Resources and Expenditures which includes summer and part of fall term tuition and fee revenue. She drew attention to the Indirect Recovery, Interest, and Miscellaneous Revenue line items which use to be lumped together. Indirect Recovery is administrative costs assessed to self-support programs, and the administrative costs range from 15–18 percent which goes to infrastructure and services that are utilized. In the Budget Status Report, the college is in line with the expected expenditures; fall term part-time contracts have not been encumbered, but will be reflected in next month's report.

Minutes
November 21, 2018

Meeting Minutes
Chemeketa Board of Education
October 17, 2018
Page 6

The Status of Investments report has some significant changes. Over the past few months the college has consulted with peer institutions on investment opportunities. The college has contracted with Piper Jaffray on some additional investments that offer higher yield rates. Funds were invested in September, the longest one being 18 months.

The Quarterly Update of Other Funds (non-general fund) was included in this month's report. This report itemizes other resources and obligations in both revenue-based and budget-based accounts. Miriam pointed out the Self-Supporting Services fund is down about \$2 million from last year due to the decline in revenue from the enrollment decline. Also, Student Financial Aid is down about \$5 million.

Purchasing Report

Miriam Scharer reviewed the two purchasing items; both are notification to the board to enter into a sole source contract for two providers—Real Estate Broker and Property Manager Certification Preparation Classes for Chemeketa Community Education Department with Superior Training Systems, Inc., of Salem, Oregon, for an initial contract period of 22 months with the option to renew the contract annually for three years for a total not-to-exceed \$250,000; and the Food Services Management, Employee Leasing, and Miscellaneous Personal and Management Services with Northwest Innovations to renegotiate and extend the current contract and to annually renegotiate one-year contract extensions thereafter subject to contract review. No board action is needed.

Capital Projects Report

Rory Alvarez said the report stands as written.

College Advancement Report July 2018–September 2018

David Hallett said the report stands as written and includes the grants submitted followed by the grants awarded, which is on the consent calendar. Peggy Greene and Dorothy Moore in the grants office were acknowledged for their work on two significant grants that were received—the Title V Developing Hispanic Serving Institution (HSI) grant for \$2,409,453 and the Child Care Access Means Parents in School (CCAMPIS) grant for \$645,788.

Chemeketa Community College Foundation Quarterly Report

David Hallett highlighted the Music in the Vineyard event raised more than \$22,000 for the music program.

Summer Term Enrollment Report

Fauzi Naas reported unduplicated headcount was down 5.8 percent; however, reimbursable FTE was down .9 percent (only 7 FTE) from last summer. The college budget is based on a 3 percent decline, and the college is hoping for increased enrollment winter and spring terms.

Recognition Report

Julie Huckestein acknowledged all the employees in the written report.

Minutes
November 21, 2018

Meeting Minutes
Chemeketa Board of Education
October 17, 2018
Page 7

President's Report

Julie Huckestein reported a new standard report has been added to the board agenda. This report will give a briefing on information from the statewide governance groups including Oregon Community College Association (OCCA), Higher Education Coordinating Council (HECC), Community Colleges and Workforce Development (CCWD), and the Oregon President's Council (OPC) where Julie is the current president of OPC.

I. SEPARATE ACTION

Approval of Presidential Search Job Description

Alice Sprague shared an update on the presidential search process. Seven forums were held—three at Salem, one at YVC, Polk, Woodburn, and with the board—plus an online link that had 137 responses, to gather input from staff, faculty, students, and community members to develop a president's profile which was used to develop a job description (attached to green sheet in the board folder). Thanks to the Marketing and Public Relations office who sent out 16 press releases to local newspapers and other large community organizations about the open forums. The first Presidential Search Advisory Committee met today to review the comments and provide feedback for the job description. Thanks to Justus Ballard, Heather McDaniel, and Miriam Scharer for their assistance in fine-tuning the final job description.

David Armstrong, Presidential Search consultant from the Association of Community College Trustees (ACCT), is optimistic and thinks there will be a lot of interest in the position. Thanks to all who attended forums and the members of the Presidential Search Advisory Committee David briefly reviewed the Essential Functions, Desirable Skills and Attributes, and Qualifications of the position as listed on the job description. Neva Hutchinson reported the proposed job description needs board approval before the position can be open and posted.

Ron Pittman said the job description looks complete and was well done. Ken Hector said the interaction with the President's Search Advisory Committee was dynamic and respectful. Diane Watson was impressed that the committee captured who Chemeketa is and put it into words that describe the next president. Ed Dodson said there were 17 equal voices.

Ken Hector moved and Jackie Franke seconded a motion to approve the Presidential Search Job Description as presented subject to grammatical adjustments.

Thanks to David Armstrong, Alice Sprague, and the Presidential Advisory Committee.

The motion CARRIED.

J. ACTION

Neva Hutchinson moved and Betsy Earls seconded a motion to approve action items No. 1–3:

1. Approval of College Policy #5135, Mandatory Student-Initiated Fee
2. Approval of Grants Awarded July 2018–September 2018
3. Acceptance of Program Donations July 1, 2018, through September 30, 2108

Minutes
November 21, 2018

Meeting Minutes
Chemeketa Board of Education
October 17, 2018
Page 8

Ron Pittman moved and Diane Watson seconded a motion to approve the consent calendar items 1-3.

The motion CARRIED.

K. APPENDICES

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

L. FUTURE AGENDA ITEMS

None were heard.

M. BOARD OPERATIONS

None were heard.

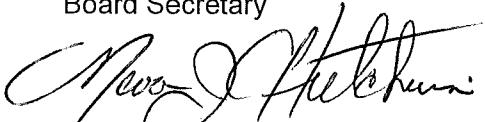
N. ADJOURNMENT

The meeting adjourned at 8:09 pm.

Respectfully submitted,



Board Secretary



Board Chair



President/Chief Executive Officer

11-21-2018

Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Riley Dunagan, ASC Executive Coordinator

ASC PAST EVENTS

ASC Sustainability Event

- Kaitlynn Young (Sustainability Coordinator) organized a campus sustainability event, which gave students the opportunity to learn about the ways students can sustain the planet and reduce carbon footprints. The Sustainability event took place on October 10, 2018, in Building 2, Student Center.

ASC Student Forums

- Simon Hobson (Political Engagement Coordinator) and Riley Dunagan (Executive Coordinator) organized two Student Forums. The first took place on October 16, 2018, with Shelaswau Crier, and the second on October 18, 2018, with Salem Commissioner Kevin Cameron. Students and Staff gathered to listen to the speakers and ask questions about what their plans are to improve the community if elected.

ASC Halloween Club Fair

- ASC Club's Coordinator Daniel Frye organized a Halloween themed Club Fair, which gave students and the public the opportunity to learn more about the clubs offered at Chemeketa and how they can get involved. The Halloween Club Fair took place on October 31, 2018, from 11 am–2 pm in the Student Center.

The Trick or Treat for Hunger Drive

- The Trick or Treat for Hunger Food Drive brought teams of students together to venture into the community and ask for donations to contribute to the Chemeketa Food Pantry. The Trick or Treat for Hunger drive occurred on October 31, 2018, from 4-6 pm.

Halloween Dance

- The Halloween Dance, which was coordinated by the Triangle Club and Video Game Club provided those who attended with games, contests, food, and music to celebrate the holiday. The Halloween Dance occurred on October 31, 2018, from 6–8 pm in Building 2, Student Center.

Night Strike

- Night Strike is coordinated by Hannah Childress (Community Engagement Coordinator) and Jerry Clark. Those who signed up to volunteer met at 5 pm on November 15, 2018, in Building 2, Room 178. Food was provided to all the volunteers before leaving for Portland to help serve the needs of the communities homeless under the Burnside Bridge.

ASC CURRENT EVENTS

Blood Drive

- Chemeketa will be hosting Red Cross for a blood drive on November 29–30, in Building 8, Room 201. Hannah Childress (Community Engagement Coordinator) is assisting in organizing this event.

MULTICULTURAL STUDENT SERVICES (MSS)

MSS PAST EVENTS

Intercultural Movie Night

- On Thursday, October 11, MSS viewed the movie, *Awake*, during Intercultural Movie Night in the Multicultural Center in Building 2. Thursdays, November 1, and November 8, 3D computer-animated movies, *Coraline* and *Coco*, were shown. All three Intercultural Movie Nights were well attended by students and community members.

Día de los Muertos

- On November 6, 2018, the MEChA (Movimiento Estudiantil Chicano de Aztlan) Club, in conjunction with MSS and ASC hosted Día de los Muertos. A live band, Mexican pastries, hot chocolate, and Day of the Dead clay figure painting brought over 100 students together throughout the day making the event a big success.

MSS CURRENT EVENTS

Indigenous People's Day

- On November 28, 2018, MSS will be hosting Indigenous People's Day from 1–4 pm in Building 2, Room 179. In attendance, will be special guest Chemawa Indian High School Performance Arts Club

Festival de Noche Buena

- On November 29, 2018, the MEChA Club, in conjunction with MSS and ASC, will host the Festival de Noche Buena. The Festival features ways Latinx celebrate the winter holidays in the U.S. and in Latin America. Free refreshments, music, games, and information about MEChA and Chemeketa will be provided to all who attend. The Festival will be located in Building 2, Student Center.

Native American Awareness Gathering

- Salem-Keizer School District is hosting the Native American Awareness Gathering on Friday, November 30, 6–9 pm in the Student Center in Building 2. This is a free family event that includes music, dancing, and storytelling.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Justus Ballard, President—Chemeketa Faculty Association

THE FACULTY SENATE

The Faculty Senate at Chemeketa held its first meeting of the year on Friday, November 2. Faculty members are elected to the senate and serve three-year terms. The faculty currently serving are:

- Marty Giovanni (Art)
- Kelsey Heater (Math)
- Cheryl Davis (Health Information Management)
- Jay Gipson-King (Theatre)
- Dorothy Moore (Grants)
- Alexis Butzner (English)
- Mariah Tillman (Science)
- Jessica Friel (Science)
- Matthew Hodgson (English)
- Layli Liss (Reading and Study Skills)
- Jonathan Hiatt (Computer Information Science)
- Sheldon Schneider (Computer-Aided Manufacturing)

The Faculty Senate was created six years ago in order to foster communication between faculty from various departments, programs, and campuses. That is an admirable mission, but it's also somewhat vague, and it took a few years for the senate to define its role and function. The senate has now defined its role to include the following:

- Coordinating with Academic Standards, Student Success and Completion Advisory Council, Curriculum Committee, CFA, and Center for Academic Innovations.
- Providing a mechanism for faculty to analyze and discuss academic issues and policies and to participate in the development, implementation, and evaluation of the educational programs of the college.
- Making recommendations to the college administration and the Board of Education on academic policies and educational standards.
- Providing faculty perspectives in response to issues raised by the Chemeketa Faculty Association, the Board of Education, the college administration, classified employees, and the student association.
- Promoting collaboration, academic innovation, and excellence in all areas of college life.

Over the past few years, the senate has consulted on universal pre-requisites and +/- grading, consulted on academic integrity, developed a document articulating best practices for online course facilitation, and gathered information and feedback about Guided Pathways initiatives. They are currently working to promote the faculty evaluation process as a consistent, meaningful, and relevant activity.

CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

Prepared by

Terry Rohse, President—Chemeketa Community College Classified Employees Association

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

Gail Williams Pickett, Director of Public Relations—Chemeketa Community College Classified
Employees Association

WELCOME NEW CLASSIFIED STAFF

- Cody Wack is the newest student services specialist for College Access Programs as of November 5, 2018.
- Walton “Wally” Wharton joined Information Technology on November 5, 2018, as a technology analyst II.

MOVING ON AND UP

Two classified members recently left or will soon leave the college for new opportunities:

- Stephania “Steph” Fregosi, Sustainability Coordinator for Facilities and Operations, will leave Chemeketa on November 30, 2018, to take a full time sustainability coordinator position at Portland Community College. Steph will take a fierce passion for all things sustainable into this new position. Who will replace Steph to champion the many causes of paper towel usage, water harvesting, recycling rules, eco challenges and more? Steph will be missed!
- Mark Mallette’s last day was October 31, 2018. Mark, a technology analyst II in Information Technology had been with the college since 1990. Mark has also been a committed member of the Chemeketa Classified Association and served as CCA’s President from 2006–2007.

Mark came a long way at Chemeketa from early days working with the HVAC system in Facilities and Operations to Mark’s final position in Information Technology. Mark’s willingness to pursue higher education and certifications was a big part of that movement. Mark appreciated the encouragement received from former supervisor and former Director of Information Technology, Tim Rogers, to pursue certifications including project management.

It took Mark twelve years to decide to earn a first degree. By 2002, despite the challenges of raising two girls as a single parent, Mark had earned a transfer degree from Chemeketa. In 2008, Mark earned a Bachelor of Arts in Management and Organizational Leadership from George Fox University. In 2011, Mark graduated from George Fox with a Masters of Business Administration.

Report-1c
November 21, 2018

Mark has appreciated the opportunities at Chemeketa, but could not pass up the chance to put project management skills, experience and education to work for the Oregon Department of Transportation's (ODOT) office of Engineering Technology Advancement Unit whose mission is to advance automation of ODOT's engineering technology. Of course, the \$10,000 increase in salary was also a powerful inducement! Congratulations, Mark!

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Lynn Irvin, Vice President—Chemeketa Community College Exempt Association
Rory Alvarez, President—Chemeketa Community College Exempt Association

A breakfast to recognize employees for 5 and 10 years of service was held on November 19. The following exempt employees were recognized for their milestones of service:

- 5 Years: Ashley Dern, Michele Hill, Sherrie Osborn
- 10 Years: Vivi Caleffi Prichard, Cecelia Monto, Peggy Morrison, Aspen Padilla

The exempt association welcomes new member Sara Hastings. Sara is the Dual Credit Coordinator and works on the Salem campus.

ADVISORY COMMITTEES FOR 2018–2019

Prepared by

Johnny Mack, Executive Dean—Career and Technical Education
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

Advisory committees play a significant role in the development of Chemeketa’s educational programs. Each year recognized and respected specialists, representing a cross-section of their occupational fields, are recruited from throughout the college’s district to serve three-year terms on career and technical advisory committees. The members, with their understanding of the needs of employers and employees in the community, provide assistance in developing and maintaining programs and curricula which reflect the needs of the workplace. There are close to 300 community members serving on college advisory boards.

Advisory committee membership lists for the 2018–2019 academic year are provided to the College Board of Education for review prior to approval at the December Board of Education meeting.

**Chemeketa Community College
Advisory Committees
2018–2019**

Role

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

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

Advisory Committees

- Accounting
- AgriBusiness Management
- Anesthesia Technician
- Automotive Technology
- Building Inspection Technology
- Business Management
- Business Technology
- Computer Information Systems
- Criminal Justice
- Dental Assisting
- Drafting Technology
- Early Childhood Education
- Electronic Technologies and Robotics
- Emergency Medical Technology
- Fire Protection
- Health Information Management
- Hemodialysis Technician
- Horticulture
- Hospitality and Tourism Management
- Human Services
- Machining Technology
- Medical Assisting
- Nursing Education
- Occupational Skills Training
- Pharmacy Technology
- Speech Language Pathology Assistant
- Visual Communications
- Welding Technology
- Wine Studies

**Accounting Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	Jackson	Vickie	AccurAccounts, Inc.	Keizer
Vice Chair	Ray	Becky	NW Senior & Disability Services	Salem
Member	Blanchard	Michael	Johnson, Glaze & Co. CPAs, P.C.	Salem
Member	Miller	Alex	Alex Miller, CPA	Newberg
Member	Minto	Kristi	Hoots, Baker & Wiley PC	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**AgriBusiness Management Advisory Committee
2018–2019**

Non-credit Workforce Training

Role on Committee	Last Name	First Name	Organization	City
Chair	Boyle	Bob	Retired	Salem
Vice Chair	Tietze	Deke	Columbia Bank	Salem
Member	Burkhead	Jenni	J Farms, LLC	Amity
Member	Duerst	Douglas	IOKA Farms, Inc.	Silverton
Member	Dusschee	Dan	Freedom Hill Vineyard	Dallas
Member	Goddik	Arne	Arne Goddik Farms	Dayton
Member	Kuenzi	Terry	Kuenzi & Company, LLC	Salem
Member	Quiring	Ron	Quiring Farms	Rickreall
Member	Sprenkle	Donna	Linn County Farm Service Agency	Tangent
Member	Stein	Ralph	Yamhill Vineyards	Yamhill
Program Director	Sandrock	Jessica	Chemeketa Community College/Eola	Salem

**Anesthesia Technician Advisory Committee
2018–2019**

Degrees and Certificates

Anesthesia Technology Associate of Applied Science

Role on Committee	Last Name	First Name	Organization	City
Member	Bay	Nathan	Kaiser Permanente	Salem
Member	Clark	Lisa	Capalla Health	Unknown
Member	Craft	Gregory	Salem Health	Salem
Member	Douglas	Angela	Salem Health	Salem
Member	Dumanovsky	Alex	OAG PC Groups	Unknown
Member	Hoover	Denise	Salem Health	Salem
Member	Johnson	Minda	River Road Surgery Center	Salem
Member	Scott	Jeanine	Salem Health	Salem
Member	Turner	Nancy	NW Permanente Medical Group	Keizer
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Automotive Technology Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	Pastre	Chris	Capitol Auto Group	Salem
Member	Bowyer-Gottfried	Amy	Oregon State Police	Salem
Member	Gutierrez	Jose	Capital Transmission	Salem
Member	Jensen	Craig	Davison Auto Parts	Silverton
Member	Levenhagen	Dan	Capitol Toyota	Salem
Member	Lucas	Shawn	Capitol Chevrolet Cadillac	Salem
Member	Ragan	Margaret	Northwest Automotive Trades Association	Portland
Member	Sochia	Bryan	Certified Automotive Repair	Salem
Member	Stetson	Butch	Stetson Automotive	Molalla
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Building Inspection Technology Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Member	Carlson	Dan	City of Wilsonville	Wilsonville
Member	Cuno	Ted	City of Dallas	Dallas
Member	Jackson	Warren	Marion County	Salem
Member	Jones	Daryl	City of Silverton	Silverton
Member	Kennedy	Jeff	City of Independence	Independence
Member	Phelps	Jason	City of Hillsboro Building Department	Hillsboro
Member	Piercy	Janell	City of Portland, Bureau of Development Services	Portland
Member	Tamerhoulet	Rebai	City of Salem	Salem
Program Director	Miller	Glen	Chemeketa Community College/Polk	Dallas

**Business Management Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	Molyneaux	Erin	Phiz Spa	Salem
Vice Chair	Bevington	Al	New York Life Insurance	Salem
Member	Cobos	Pam	MaPS Credit Union	Salem
Member	DeSantis	Ken	DeSantis Landscapes	Salem
Member	Jackson	Jay	DAS Policy	Salem
Member	Lamb	Sue	Dallas Retirement Village	Dallas
Member	Morris	John	Oregon State University College of Business	Corvallis
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Business Technology Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	Zavala	Sara	Marion County Sheriff's Office	Salem
Member	Adkins	Michele	Salem Electric	Salem
Member	Alderin	Stefanie	Westech Engineering, INC	Salem
Member	Gregg	Mel	City of Salem - Human Resources	Salem
Member	Sime	Kathy	Salem Police Dept	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Computer Information Systems Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	Gawne	Andrew	Dept. of Consumer and Business Services	Salem
Vice Chair	Birkel	Judson	South Salem High School	Salem
Member	Bradfield	Eric	Salem Keizer Public Schools	Salem
Member	Casady	Chad	PH Tech	Salem
Member	Palacios	Dan	Dept. of Consumer and Business Services	Salem
Member	Rich	Kevin	Bookbyte	Salem
Member	Sheridan	Brian	Bookbyte	Salem
Member	Zavala	Francisco	Linn Benton Lincoln ESD	Albany
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Criminal Justice Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Vice Chair	Fergus	Levi	Newberg-Dundee Police Department	Salem
Member	Aljets	Shawn	Silverton Police Department	Silverton
Member	Collins	Tony	Willamette Valley Communications Center	Salem
Member	Cox	Steve	Oregon Department of Corrections	Salem
Member	Crabtree	Jack	McMinnville School District	McMinnville
Member	Daniel	Mark	Sherwood Police Department	Sherwood
Member	Miller	Skip	Salem Police Department	Salem
Chair	Ninman	Gary	Department of Corrections	Salem
Member	Ramsey	Jacob	Marion County Sheriff's Office	Salem
Member	Ruby	Jeremy	Yamhill County Sheriff's Office	McMinnville
Member	Tallan	Darrell	Monmouth Police Department	Monmouth
Member	Taylor	Don	Turner Police Department	Turner
Member	Thompson	Sid	OR Board of Parole & Post-Prison Supervision	Salem
Member	White	Christopher	Marion County Sheriff's Office	Salem
Program Dean	Roache	Marshall	Chemeketa Community College	Brooks

**Dental Assisting Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	Carriger	Haylee	Kaiser Permanente	Salem
Vice Chair	Snyder	Dr. Luisa	Private Practice	Salem
Member	Crawford	Tonya	Endo-Dr. Heiman-Yamhill Endodontics	Lafayette
Member	Fleeman	Sally	Dr. Weston Morrill	Dallas
Member	Mitchell	Dr. Leslie	Private Practice	Newberg
Member	Ray	Dr. Tricia	Private Practice	Salem
Member	Woolsey	Dr. Matthew	Private Practice	Dallas
Member	Zimmerman	Rachel	Dr. Eyre-Dental Practice	Salem
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Drafting Technology Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	DeLeon	Eric	OBEC Consulting Engineers	Salem
Member	Benthin	Lyndsay	Jacobs	Corvallis
Member	Costic	Katie	AC + Co Architecture Community	Salem
Member	Crabb	Sean	MSC Engineers, Inc.	Salem
Member	Dibble	Robert	Oregon Department of Transportation	Salem
Member	Galindo	Jahaziel	Lenity Architecture	Salem
Member	James	Brenda	US Dept of Fish and Wildlife	Portland
Member	Perry	Ben	Landis Consulting Engineering Services	Salem
Member	Reichelderfer PE	Barry	Evergreen Engineering, Inc.	Eugene
Member	Shanahan	Jim	Gaylord Ventilation	Tualatin
Member	Tallan	Todd	Westech Engineering	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Early Childhood Education Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	Weatherly	Cheryl	Salem-Keizer Head Start	Salem
Member	Barrows	Wendy	Mid-Willamette Valley Community Action Head Start	Salem
Member	Cagle	Mary Jane	North Salem High School	Salem
Member	Hamilton	Tanya	Family Building Blocks	Salem
Member	Harnisch	Lisa	Early Learning Hub	Salem
Member	Hawkins	Heather	Parent of student in lab school	Salem
Member	Suefert	Julie	Community Action Head Start	Salem
Member	Vandehey	Shannon	Community Action Child Care Resources	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Electronic Technologies and Robotics Advisory Committee
2018–2019**

Degrees and Certificates

Electronic Engineering Technician Associate of Applied Science
Computer Electronics Associate of Applied Science Option
Industrial Electronics Associate of Applied Science Option
Process Control Technology Associate of Applied Science Option
Renewable Energy Management Associate of Applied Science Option
Electronics Certificate of Completion
Process Control Certificate of Completion
Network Technology Essentials Certificate

Role on Committee	Last Name	First Name	Organization	City
Chair	Cunningham	Joseph	Oregon Emergency Management	Salem
Vice Chair	Grunberg	Keith	CoastCom, Inc.	Keizer
Member	Bennett	Joan	Oregon Cherry Growers	Salem
Member	Blair	Ray	CISCO Systems	Lake Oswego
Member	Haider	Laer	Oregon DHS, OHA	Salem
Member	Halleen	Eric	Fortinet	Salem
Member	Harris	Blain	Meduri Farms	Dallas
Member	Kaufman	Neil	Cascade Microtech, Inc.; Production Probe Division	Silverton
Member	Kumler	Ryan	Meduri Farms Inc	Keizer
Member	Luebbers	Dominic	Oregon State Police	Salem
Member	Pashley	Brian	Micro Systems Engineering, Inc.	Lake Oswego
Member	Rosanbalm AF7U	Michael	unknown	Aumsville
Member	Scott	John	Turitt Bros. Inc.	Salem
Member	Vargas	Eric	Oregon Department of Transportation	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Emergency Medical Technology Advisory Committee
2018–2019**

Degrees and Certificates

Paramedicine Associate of Applied Science

Role on Committee	Last Name	First Name	Organization	City
Chair	Brumfield	Todd	Dallas Fire Dept.	Dallas
Member	Benmoussa	Gabriel	City of Salem Fire Department	Salem
Member	Bohrer-Clancy	Jesse	Silverton Hospital	Silverton
Member	Grimes	Toni	Woodburn Ambulance	Salem
Member	Mauer	Adam	Santiam Hospital	Stayton
Member	Mayfield	Mike	Polk County fire District #1	Independence
Member	Mount	Dale	McMinnville Fire Department	McMinnville
Member	Pratt	Jennifer	Falck	Salem
Member	Riley	Terry	Marion County Fire District #1	Salem
Member	Russell	Ryan	Keizer Fire District	Keizer
Program Dean	Roache	Marshall	Chemeketa Community College	Brooks

**Fire Protection Technology Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	Riley	Terry	Marion County Fire District #1	Salem
Chair	Blanco	Hector	Keizer Fire District	Keizer
Member	Cane	Jason	Oregon Office of State Fire Marshall	Salem
Member	DeCarlo	Carl	Salem Fire Department	Salem
Member	Hannon	Jay	Woodburn Fire District	Woodburn
Member	Haven	Alex	Newberg Fire	Newberg
Member	Hoxie	Sean	Dallas Fire Department	Dallas
Member	Hume	Alan	Sublimity Fire District	Sublimity
Program Dean	Roache	Marshall	Chemeketa Community College	Brooks

**Health Information Management Advisory Committee
2018–2019**

Degrees and Certificates

Health Information Management Associate of Applied Science

Role on Committee	Last Name	First Name	Organization	City
Chair	Brainard	Susan	Santiam Hospital	Stayton
Vice Chair	Robinson	Alice	Legacy Health	Salem
Member	Deaton	Kathy	WVP Medical Group	Dallas
Member	Irving	Loretta	OSCO/SCI/MCCF, Health Services	Salem
Member	Layton	Michelle	Salem Clinic	Salem
Member	Smith	Adriene	Salem Clinic	Salem
Member	Spears	Lisa	WVP Boulder Creek Clinic	Salem
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Hemodialysis Technician Advisory Committee
2018–2019**

Degrees and Certificates

Hemodialysis Technician Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City
Member	Beatty	Kendall	Fresenius Medical Care	Beaverton
Member	Chan	Dexter	Fresenius Medical Care	Portland
Member	Gomez	Debbie	Fresenius Medical Care	Portland
Member	Kaczor-Roach	Stacy	DaVita	Salem
Member	Mohindra	Misha	Not Listed	Corvallis
Member	Rodriguez	Trish	DaVita	Portland
Member	Sheeley	Kyle	DaVita	McMinnville
Member	Stowell	Casey	Fresenius Medical Care	Mt. Lakes/ Portland
Program Director	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville

**Horticulture Advisory Committee
2018–2019**

Degrees and Certificates

Horticulture Associate of Applied Science

Role on Committee	Last Name	First Name	Organization	City
Chair	Tancredi	Val	Retired	Salem
Chair	Zielinski	Josh	Alpha Nursery	Salem
Member	Bailey	Rod	Alder Springs Enterprises	Salem
Member	Colman	Bruce	Woodburn Nursery and Azaleas	Woodburn
Member	Fernandez-Salvador	Javier	OSU Marion County Extension	Salem
Member	Fischer	Jim	Retired	Salem
Member	Hibbard-Swanson	Jared	Marion-Polk Food Share	Salem
Member	Knobloch	Brenda	Salem-Keizer Education Foundation	Salem
Member	Stone	Jeff	Oregon Association of Nurseries	Wilsonville
Member	Weeks	Bradley	Weeks Berry Nursery	Keizer
Program Director	Sandrock	Jessica	Chemeketa Community College/Eola	Salem

**Hospitality and Tourism Management Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Member	Dodge	Ron	Oregon Department of Education	Salem
Member	Fitzgerald	Kristi	Salem Boys and Girls Club	Salem
Member	Hyland	Jillian	Residence Inn Portland South/Lake Oswego	Portland
Member	Leonard	Alisha	Oregon Garden	Silverton
Member	McColly	Marla	Salem Chamber of Commerce	Salem
Member	Popkin	Wendy	ORLA Education Foundation	Wilsonville
Member	Reynolds	Jim	FSA	Woodburn
Member	Shultz	Janet	Spirit Mountain Casino	Grande Ronde
Program Director	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville

**Human Services Advisory Committee
2018–2019**

Degrees and Certificates

Addiction Studies Associate of Applied Science
Social Services Associate of Applied Science
Addiction Counselor Certification Preparation Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City
Member	Blea	Phillip	Marion County Behavioral Health	Salem
Member	Davis	Trish	Marion County Behavioral Health	Salem
Member	Erb	Ashley	Shangri-La	Salem
Member	Jenne	Maureen	Emergence Addiction & Behavioral Therapies	Eugene
Member	Lief	Jennifer	Polk County Mental Health & Addiction Services	Dallas
Member	Northcott	Kevin	Bridgeway Recovery Services	Salem
Member	Pritt	Tanya	Milestones Family Recovery	Corvallis
Member	Walker	Che	Partnerships in Community Living, Inc.	Monmouth
Member	Winningham	Robert	Western Oregon University	Monmouth
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Machining Technology Advisory Committee
2018–2019**

Degrees and Certificates

Computer-Aided Design/Computer-Aided Manufacturing (CAD/CAM) Associate of Applied Science

Basic Manufacturing Technician Certificate of Completion

Computer-Aided Manufacturing (CAM) Fundamentals Certificate of Completion

Computer Numerically Controlled (CNC) Operator Certificate of Completion

Manual Machine Operator Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City
Chair	Domeyer	Kaleb	DWFritz Automation, Inc.	Salem
Member	Benjamin	John	SECO Tools Inc	Tualatin
Member	Burns	Ron	River City Machine	Salem
Member	Davis	Jeremiah	A-dec	Newberg
Member	Grob	Andreas	SECO Tools	Portland
Member	Harbord	Doug	DMG Mori	Wilsonville
Member	Jones	Travis	Innovative Manufacturing and Design	Salem
Member	Keyser	Mike	Hill Brothers Machine	Salem
Member	Marsh	David	DMG Mori	Wilsonville
Member	Mead	Brian	Allied Systems	Sherwood
Member	Ulven	Dan	Ulven Companies	Hubbard
Member	Ulven	Mike	Ulven Companies	Hubbard
Member	Witmer	Steve	DMG Mori	Wilsonville
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Medical Assisting Advisory Committee
2018–2019**

Degrees and Certificates

Medical Assisting Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City
Chair	Powers	Nichole	Kaiser Permanente	Salem
Vice Chair	Deaton	Kathy	WVP Medical Group	Dallas
Member	Armstrong	Janette	Salem Health	Salem
Member	Blair	Tashina	Grand Ronde	Grand Ronde
Member	Dodson	Stacie	Samaritan Health	Corvallis
Member	Easterly	Kenna	Willamette Valley Clinics	McMinnville
Member	Eldridge	Michelle	WVP Medical Group	Salem
Member	Irving	Loretta	OSCI	Salem
Member	Kennard	Pat	The Doctors' Clinic	Salem
Member	Litke	Teri	Vida Family Medicine	Salem
Member	Shedd	Pam	Salem Clinic	Salem
Member	Strong	Alexis	Silver Falls Dermatology & Allergy	Stayton
Member	Weinhold	Christy	Samaritan Health	Corvallis
Program Director	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville

**Nursing Education Advisory Committee
2018–2019**

Degrees and Certificates

Nursing Associate of Applied Science
Practical Nursing Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City
Chair	McCallum	Angi	Dallas Retirement Village	Dallas
Vice Chair	Sheets	Geralyn	Silverton High School	Silverton
Member	Blair	Damion	Oregon State Hospital	Salem
Member	Carver	Sabrina	Providence Benedictine Nursing Center	Mt. Angel
Member	Fifer	Pamela	George Fox University School of Nursing	Newberg
Member	Hutchinson	Pam	Marion County Health Department	Salem
Member	Irving	Loretta	Oregon Department of Corrections	Salem
Member	Raikes	Christopher	Oregon State Hospital	Salem
Member	Scheel	Julianne	Willamette Valley Medical Center	McMinnville
Member	Shubin	Desi	Willamette Valley Medical Center	McMinnville
Member	Stenger	Cynthia	Samaritan Health Services	Corvallis
Chair	Wolfe	Sarah	Salem Hospital	Salem
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Occupational Skills Training Advisory Committee
2018–2019**

Degrees and Certificates

Occupational Skills Training Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City
Chair	Marinos	Deborah	Adaptability for Life	Silverton
Member	Garren	Steve	Oregon DMV	Salem
Member	Gest	Priscilla	YTP	Not Listed
Member	Mallery	Elizabeth	South Salem Vocational Rehabilitation Services	Salem
Member	May	Carol	Salem-Keizer School District	Salem
Member	Nichols	Marilyn	Oregon State Hospital	Salem
Member	Persels	Dawn	Department of Corrections	Salem
Member	Robinson	Melissa	University of Western States	Portland
Member	Schreiber	Kelly	Worksource Oregon/ResCare	Salem
Member	Sisemore	Linda	North Salem Vocational Rehabilitation Services	Salem
Member	Ulrich	Marilyn	Oregon Employment Department Trade Act.	Salem
Member	Wolcott	Sherry	Oregon Employment Department	Salem
Member	Young	Cheryl	Marion-Polk Food Share	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Pharmacy Technology Advisory Committee
2018–2019**

Degrees and Certificates

Pharmacy Management Associate of Applied Science
Pharmacy Technician Certificate of Completion

Role on Committee	Last Name	First Name	Organization	City
Chair	McCain	Kristyn	Fred Meyer	Salem
Vice Chair	Free	Josh	Consonus Pharmacy	Milwaukie
Member	Aysheh	Nesreen	Pharmacy Technician	Salem
Member	Grant	Amber	Pill Box	Silverton
Member	Seifer	Alex	Pharmacy Technician	Salem
Member	Wells	Kenneth	Oregon State University	Junction City
Member	Zimmerman	Steven	Salem Hospital	Salem
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Speech-Language Pathology Assistant Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	Price	Jennie	Intermountain ESD	Pendleton
Vice Chair	Ryan	Cindy	Western Oregon University	Monmouth
Member	Grey	DebraLee	Salem Hospital	Salem
Member	Levinson	Deborah	Harrisburg School District	Harrisburg
Member	Roberts	Heidii	Clackamas Speech	Clackamas
Program Director	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville

**Visual Communications Advisory Committee
2018–2019**

Degrees and Certificates

Graphic Design Associate of Applied Science
Interactive Media Associate of Applied Science Option

Role on Committee	Last Name	First Name	Organization	City
Chair	Lyon	Jessica	Pivot	Turner
Member	Bolesky	Jeremy	Leopold Ketel & Partners	Portland
Member	Cardwell	Duane	Cardwell Creative	Salem
Member	Mair Lowery	Matt	Wire Creative	Milwaukie
Member	Schelar	Brooke	Common Era Collective	Salem
Member	Thomas	Vin	Fixel	Salem
Member	Wright	Mike	Willamette University	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Welding Technology Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Vice Chair	Johnson	Marty	Self-employed	Salem
Bender	Bender	Bob	Formerly with IWSI	Salem
Member	Fery	Eric	Ag Chains Plus, Inc.	Sublimity
Member	Jones	Douglas	Zephyr Engineering	Salem
Member	Joseph	Brian	Unknown	Salem
Member	Kintner	Ray	Industrial Welding Supply	Jefferson
Member	Torresdal	Jerald	Salem-Keizer School District-CTEC	Silverton
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Wine Studies Advisory Committee
2018–2019**

Degrees and Certificates

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

Role on Committee	Last Name	First Name	Organization	City
Chair	O'Brien	Betty	Elton Vineyards	Salem
Member	Beck	Jeanne	Crawford Beck Vineyard	Amity
Member	Boskov	Bree	Oregon Wine Board	Portland
Member	Casteel	Ted	Bethel Heights Vineyards	Salem
Member	Chambers	Marie	Oregon Wine Board	Portland
Member	Clair	Christine	Willamette Valley Vineyards	Turner
Member	Crank	Don	Hawks View Vineyards	Sherwood
Member	Davis	Andrew	The Radiant Sparkling Wine Company, LLC	Carlton
Member	Eskelsen	Nicole	Salem Keizer Public Schools	Salem
Member	Ford	Lowell	Illahe Vineyards	Salem
Member	Keegan	Eugenia	Jackson Family Wines	Yamhill
Member	Miller	John	Mahonia Vineyards	Salem
Member	Moore	Shane	Northwest Vineyard Service	Amity
Member	Olson	Mary	Airlie Winery and Dunn Forest Vineyard	Monmouth
Member	Panichkul	Victor	Stoller Family Estate	Dayton
Member	Peterson	Karen	Montinore Estate	Forest Grove
Member	Skinkis	Patricia A.	Oregon State University	Corvallis
Member	Thomson	Steve	Cristom Vineyards	Salem
Member	West	Paden	Isabelle Meunier Consulting	McMinnville
Program Director	Sandrock	Jessica	Chemeketa Community College/Eola	Salem

COLLEGE POLICIES
#2275—COLLEGE TRADEMARK (LOGO);
#2470—MANDATORY CHILD ABUSE REPORTING POLICY; AND
#6040—CHEMEKETA COMMUNITY COLLEGE INVESTMENT POLICY

Prepared by

Rebecca Hillyer, General Counsel
Julie Huckestein, President/Chief Executive Officer

COLLEGE TRADEMARK (LOGO)—POLICY #2275

This policy is new to the college. Having a policy that allows the college to control how the college “brand” is used will help in controlling the college’s image and complying with Oregon laws, which prohibit political activities or endorsements.

MANDATORY CHILD ABUSE REPORTING POLICY—POLICY #2470

This policy was last reviewed by the board in December 2015. There have been a few changes in Oregon law and these changes are reflected in the last bullet under “law enforcement agency” and the last paragraph of definitions. A request was made to add the definitions for new terms for further clarity.

CHEMEKETA COMMUNITY COLLEGE INVESTMENT POLICY—POLICY #6040

This policy was last reviewed by the board in October 2014. The last sentence in the second bullet was reworded to add clarity to the sentence. In addition, the college has produced guidelines for investments that are referenced in the fourth bullet. Lastly, Oregon law has changed the legal standard for investing the college’s funds from the “prudent person” standard to a more modern standard that is easily understood.

The proposed changes are underlined and the former language has been stricken with lines through the text. The President’s Advisory Council has reviewed the attached policies and recommends them for adoption by the College Board of Education at the December board meeting.

Administrative Series—2000

COLLEGE TRADEMARK (Logo)

Chemeketa Community College prohibits the use of its logo, images, or distinctive parts of its facilities to promote any commercial or political purpose, unless approved by the college president/chief executive officer. Distinctive parts include, but are not limited to, art panels in Building 2 that are unique to the college.

Adopted College Board of Education

Revised College Board of Education

Administrative Series—2000

MANDATORY CHILD ABUSE REPORTING POLICY

Effective January 1, 2013, all community college employees are required by Oregon law to immediately report to the Department of Human Services (DHS) or local law enforcement when he/she has “reasonable cause to believe” that any child with whom he/she comes in contact has suffered abuse, or that any person with whom he/she comes in contact has abused a child.¹

This duty is personal to the individual community college employee and applies twenty-four hours/a/day, seven days/a/week, regardless of location, whether or not the employee is on work time.

CHEMEKETA-RELATED INCIDENTS (Additional Reporting Requirement)

Chemeketa Community College policy also requires all college employees, including student employees, to report any of these incidents to the vice president of Governance and Administration or the Human Resources director when the incident is in any way connected to Chemeketa. This requirement applies to cases of abuse that allegedly occur on college-owned and/or controlled property, or while employees are participating in a college-connected activity off campus. Reporting to the college vice president of Governance and Administration or the Human Resources director does not satisfy the legal duty to report to DHS or local law enforcement agency.

DEFINITIONS

“**Child**” means

- an unmarried person who is under 18 years of age; or
- is under 21 years of age and residing in or receiving care or services at a child-caring agency.

“**Law enforcement agency**” means:

- a city or municipal police department;
- a county sheriff’s office;
- the Oregon State Police; or
- a county juvenile department; or
- a police department established by a university.

“**Abuse**” means:

- ~~A~~any assault of a child and any physical injury to a child which has been caused by other than accidental means;
- ~~A~~any mental injury to a child, which shall include only observable and substantial impairment of the child’s mental or psychological ability to function caused by cruelty to the child, with due regard to the culture of the child;
- ~~R~~ape of a child, which includes but is not limited to rape, sodomy, unlawful sexual penetration, and incest;

¹ ORS 419B.005–419B.050

Administrative Series—2000

MANDATORY CHILD ABUSE REPORTING POLICY (continued)

- sexual abuse of a child, which includes, but is not limited to, a person touching a child's sexual body parts for sexual gratification;
- ~~S~~sexual exploitation, including:
 - ~~C~~ontributing to the sexual delinquency of a minor;
 - ~~A~~llowing, permitting, encouraging, or hiring a child to engage in prostitution or to patronize a prostitute;
- ~~N~~egligent treatment or maltreatment of a child;
- ~~T~~hreatened harm to a child, which means subjecting a child to a substantial risk of harm to the child's health or welfare;
- ~~B~~uying or selling a person under 18 years of age;
- ~~P~~ermitting a person under 18 years of age to enter or remain in or upon premises where methamphetamines are being manufactured; ~~ø~~
- ~~U~~nlawful exposure to a controlled substance, as defined in ORS 475.005, that subjects a child to a substantial risk of harm to the child's health or safety-;

“Abuse” does not mean reasonable discipline unless the discipline results in

- any assault of a child and any physical injury to a child which has been caused by other than accidental means;
- any mental injury to a child, which shall include only observable and substantial impairment of the child's mental or psychological ability to function caused by cruelty to the child, with due regard to the culture of the child.

December 19, 2012

Adopted College Board of Education

December 16, 2015

Revised College Board of Education

Business Operations Series—6000

CHEMEKETA COMMUNITY COLLEGE INVESTMENT POLICY

College Board of Education policy 1540 designates the college president/chief executive officer or designee as the custodian of funds of the district. Responsibilities regarding investments include:

- Ensuring the preservation and protection of capital, maintaining the liquidity needed to meet cash requirements and maximizing the rate of return on investments.
- Ensuring compliance with the U.S. Internal Revenue Service Codes, all applicable Oregon Revised Statutes (ORS), all applicable legislative and administrative rule updates since the adoption of this policy, College Board of Education policies, as well as the College Board of Education guidelines.

To meet the objectives of this policy the custodian of funds shall ensure that the following functions are carried out when performing investments:

- Managing the investment portfolio to ensure that sufficient funds are available to meet immediate cash requirements.
- ~~Invest excess funds.~~ Investing excess funds in securities with maturities up to three years, in accordance with the college's investment guidelines.¹
- Acting in the best interest of the college and taxpayers by applying the "prudent person" ~~standard~~ prudence, discretion, and intelligence when investing funds.²
- Diversifying the investment portfolio to prevent incurring avoidable risks regarding specific instruments, individual financial institutions, or maturities.
- Reporting to the College Board of Education regarding the status of investments.

March 15, 2006

Adopted College Board of Education

March 16, 2011

Revised College Board of Education

October 15, 2014

Reviewed College Board of Education

¹ ORS 294.035–294.048 and 294.125–294.155

² ORS 294.835. See also 294.805 et al

APPOINTMENT OF BUDGET COMMITTEE MEMBERS FOR ZONE 1 AND ZONE 5

Prepared by

David Hallett, Vice President—Governance and Administration

Budget committee positions for Zones 1 and 5 expired June 30, 2018. In compliance with Board Policy No. 1170, the appointment of budget committee members are made by the College Board of Education.

Upon advertisement, one application was received and reviewed for Zone 1. Christopher D. Brantley indicated a commitment to serve a three-year term for Zone 1.

The incumbent for Zone 5, Ray Beaty, has agreed to serve another three-year term.

The board will be asked to appoint Christopher D. Brantley, Zone 1, and reappoint Ray Beaty, Zone 5, each to a three-year term as representatives to the budget committee at the December Board of Education meeting.

COLLEGE POLICIES

#1210—OFFICERS OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION; #1220—DUTIES OF OFFICERS OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION; #1230—RESPONSIBILITIES OF THE INDIVIDUAL CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEMBER; #1310—CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS; #1410—DUTIES OF THE CHEMEKETA COMMUNITY COLLEGE PRESIDENT/CHIEF EXECUTIVE OFFICER ~~AS CLERK OF THE BOARD~~; AND #1420—CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION AND PRESIDENT/CHIEF EXECUTIVE OFFICER RELATIONSHIP

Prepared by

Rebecca Hillyer, General Counsel
David Hallett, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

**OFFICERS OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION—
POLICY #1210**

This policy was last reviewed by the board in June 2014. “Chemeketa Community” was added to the board title in the Chairperson section to maintain consistency for the appropriate name of the board.

**DUTIES OF OFFICERS OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF
EDUCATION—POLICY #1220**

This policy was last reviewed by the board in June 2014. “Chemeketa Community” was added to the board title in the Chairperson section to maintain consistency for the appropriate name of the board. Text was changed for consistency of policies #1110 and #1610.

**RESPONSIBILITIES OF THE INDIVIDUAL CHEMEKETA COMMUNITY COLLEGE BOARD OF
EDUCATION MEMBER—POLICY #1230**

This policy was last reviewed by the board in June 2014. “Chemeketa Community” was added to the title to maintain consistency for the appropriate name of the board. The language for guideline number 5 was changed to more positive phrasing.

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEMBERS—POLICY #1310

This policy was last reviewed by the board in June 2014. “Chemeketa Community” was added to the title to maintain consistency for the appropriate name of the board. Written notification wording has been omitted from the General Procedure section and added to the different types of meetings sections for better clarity. Additional protected status groups were added.

DUTIES OF THE CHEMEKETA COMMUNITY COLLEGE PRESIDENT/CHIEF EXECUTIVE OFFICER AS CLERK OF THE BOARD—POLICY 1410

This policy was last reviewed by the board in June 2014. “As Clerk of the Board” was omitted per Oregon Law. “Chemeketa Community College” and “College Board of Education” were added throughout this policy to maintain consistency for the appropriate name of the board.

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION AND PRESIDENT/CHIEF EXECUTIVE OFFICER RELATIONSHIP—POLICY 1420

This policy was last reviewed by the board in June 2014. “Chemeketa Community” was added to the title and throughout this policy to maintain consistency for the appropriate name of the board.

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

These policies will be recommended for approval by the College Board of Education at the December board meeting.

College Board of Education Series—1000

**OFFICERS OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF
EDUCATION**

Chairperson

By a majority vote of its members, the Chemeketa Community College Board of Education at its first meeting in July shall elect one of its members to serve as chairperson.¹

Vice Chairperson

By a majority vote of its members, the College Board of Education at its first meeting in July shall elect one of its members to serve as vice chairperson.²

Term Limitation

No member of the College Board of Education shall be elected to serve as chairperson for more than two (2) years in succession.

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009;

June 25, 2014

Revised College Board of Education

¹ ORS 341.283

² ORS 341.283

College Board of Education Series—1000

DUTIES OF OFFICERS OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION¹

Chairperson

1. Preside at all meetings of the Chemeketa Community College Board of Education.
2. Appoint or provide for the election of all College Board of Education committees.
3. Call special meetings as required.
4. ~~Act on~~ Approve all out-of-state travel requests of members of the College Board of Education.²
5. Perform ~~such~~ other duties as may be prescribed by law or by action of the College Board of Education.
6. Approve and sign the minutes of all regular, special, or executive meetings of the College Board of Education and such other documents as required by law.
7. Act as the official spokesperson for the College Board of Education.

Vice Chairperson

1. Preside at all meetings in the absence of the chairperson.
2. Fulfill ~~such~~ other duties as required in the chairperson's absences.

Absence of Officers

In the absence of both chairperson and vice chairperson, the immediate past chairperson or if absent then the most senior College Board of Education member in service present at the meeting shall preside.

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009

June 25, 2014

Revised College Board of Education

¹ ORS 341.283, 341.290

² (See also Policy # 1110 and 1610.)

College Board of Education Series—1000

**RESPONSIBILITIES OF THE INDIVIDUAL CHEMEKETA COMMUNITY COLLEGE
BOARD OF EDUCATION MEMBER**

The Chemeketa Community College Board of Education member accedes to a truly nonpartisan position and is responsible to all the voters of the district—irrespective of political, fraternal, social, religious, or other affiliation.¹

The basic function of a College Board of Education member is policy-making and not administrative.² The college president/chief executive officer will execute policy and determine the methods used to enforce the provisions of the policy.

A College Board of Education member should take into consideration the following guidelines as proper college practice:

1. Request the opinion of others and support the principle of “majority rule” in College Board of Education decisions.
2. ~~Refer~~ **Refer complaints and/or** ~~complaints and/or~~ criticism of any college operation directly to the college president/chief executive officer.
3. Require all college business transactions be on an ethical basis.
4. Refuse to use or permit the use of a College Board of Education member’s position for personal gain.
5. ~~Decline to interject personal problems into College Board of Education consideration.~~
College Board shall focus on college business rather than personal issues.
6. Comply with all open meetings laws and executive session requirements.

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009;

June 25, 2014

Revised College Board of Education

¹ ORS ~~Chapter~~ Community College Statute 341.290 and ~~Chapter~~ Ethics Statute 244.010(5)

² See Policy #1010

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS

A. General Procedure

The Chemeketa Community College Board of Education will provide for the time and place of its meetings, at any of which it may adjourn to the next succeeding regular meeting or to some specified time prior thereto.¹ ~~Upon written notice at least 24 hours in advance or in case of an actual emergency whatever time is appropriate due to the circumstances, special meetings may be convened by the chairperson at the request of a College Board of Education officer, four members of the College Board of Education, or the college president/ chief executive officer serving as clerk to the Board of Education.~~²

- ~~1. Except as otherwise provided by law, the meetings of the College Board of Education shall be open to the public. All persons shall be permitted to attend any meetings except as otherwise provided.~~³
12. No quorum of the College Board of Education shall meet in private for the purpose of deciding on or deliberating toward a decision on any matter except as otherwise provided by law.⁴
- ~~23. The College Board of Education shall not hold a meeting at any place where discrimination on the basis of race, color, religion, sex, age, marital status, disability, sexual orientation, gender identity, national and ethnic origin, citizenship, protected veterans status, tobacco usage during working hours, victim of domestic violence, genetic information, pregnancy and related conditions, ~~or~~ family relationship, or whistle blowing is practiced.~~⁵³
34. The College Board of Education shall provide for and give public notice, reasonably calculated to give actual notice to interested persons, of the time and place for holding regular meetings. If an executive session only will be held, the notice shall be given to the members of the College Board of Education and to the general public stating the specific provision of law authorizing the executive session.⁴

¹ ORS 192.404~~630~~

² ORS 192.640~~31~~, 641.357(2)

³ ORS 192.630 [1]

⁴ ORS 192.630[2]

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS
(Continued)

a. **Regular Board of Education Meetings**⁷⁵

All regular College Board of Education meetings shall be open to the public and held within college district boundaries.⁶ All persons shall be permitted to attend any meetings except as otherwise provided.

b. **Special and Emergency Board Meeting.**⁷

May be called by the College Board of Education as college business requires. ~~In case of actual emergency, a meeting may be held upon such notice as is appropriate under the circumstances.~~

i. **Special Board Meeting**

The chairperson of the College Board of Education may convene a Special Board Meeting at the request of a College Board of Education officer, four members of the Board, or the president/chief executive officer. Notice of the special meeting must be submitted at least 24 hours before the meeting. The College Board of Education must contact the media and any interested parties of the meeting.

ii. **Emergency Board Meeting**

Is a Special Board Meeting called with less than 24 hours' notice. In case of actual emergency, a meeting may be held upon such notice as is appropriate under the circumstances. The College Board of Education must attempt to contact the media and any interested parties of the meeting. When the College Board of Education waives any notice requirement, in matters of an emergency nature, the minutes shall show the justification for the waiver.

c. **Telephonic Meetings**⁸

Any meetings, including an executive session, may be held using a telephone or other electronic communication. All such meetings shall comply with Oregon Public Meetings Laws.

d. **Executive Sessions**⁹

When meeting to discuss matters of employment, real estate transactions, legal matters, or other matters exempt from public records, the College Board of Education shall meet in executive session. The public is excluded from executive sessions meetings.¹

⁵ ORS 192.630[3]

⁶ ORS 192.640(1)

⁷ ORS 630-640

⁸ ORS 192.640

⁹ ORS 192.670

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS
(Continued)

B. Rules for Conducting College Board of Education Meetings

The College Board of Education shall conduct meetings using the following rules in descending order: Relevant Oregon Revised Statutes, recent edition of Robert's Rules of Order along with College Board of Education adopted procedures.

C. Public Participation in Board of Education Meetings

1. College Board of Education meetings shall comply with Oregon Public Meetings Law.¹⁰ Oregon Public Meetings Laws are designed to inform the public of deliberations and decisions of the College Board of Education—they are a public attendance law not a public participation law. The College Board of Education may allow public comment under terms and conditions established by the college guidelines established by the College Board of Education. When the public comment portion of the College Board of Education meeting is opened, the presiding officer will read the college guidelines for public comment (time limit, etc.).
2. The presiding officer of the College Board of Education has the authority to keep order and impose any reasonable restrictions for the efficient and orderly conduct of the meeting. Any person who fails to comply with the rules of conduct or disrupts the meeting may be asked or required to leave the meeting. Individuals who fail to leave the meeting upon request become trespassers and are therefore subject to criminal prosecution. Examples of disruptive behavior are, but not limited to, the following:
 - Interrupts or disrupts the orderly meeting process;
 - Speaks without being recognized by the presiding officer;
 - Uses abusive or obscene language;
 - Conducts oneself in a manner which constitutes a violation of college policies or is a crime under Oregon law.
3. ~~All meetings of the Board of Education are open to the public, except for executive sessions. The College Board of Education may consider items during the meetings under the agenda item labeled "Questions or comments from the audience." In the case of special meetings, notice must be submitted at least 24 hours before the meeting.¹ The College Board of Education may waive the time requirement in matters of an emergency~~

¹⁰ ORS 192.610-192.710

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS
(Continued)

~~nature, but the minutes should show justification.~~[†] Citizen discussion time may be limited by the College Board of Education chairperson. Public discussion of any agenda items may be permitted by the chairperson with the consent of the College Board of Education. In the event there are more citizens wishing to attend a meeting than can be accommodated, the College Board of Education may defer the item of interest to a future meeting scheduled at another time in a larger facility.

D. Minutes of College Board of Education Meetings¹¹

The College Board of Education shall provide for the taking of written minutes of all its meetings. Neither a full transcript nor a recording of the meeting is required, except as otherwise provided by law, but the written minutes must give a true reflection of the matters discussed at the meeting and the views of the participants. All minutes shall be available to the public within a reasonable time after the meeting, and shall include at least the following information:

1. All members of the College Board of Education present or those with excused or unexcused absence.
2. All motions, proposals, resolutions, orders, ordinances, and measures proposed and their disposition.
3. The results of all votes. In recording votes for any meeting, the recording secretary shall designate members by name who cast votes on the non-prevailing side or who abstain, all members voting with the majority shall not be designated.
4. The substance of any discussion on any matter.
5. Late arrivals or early departures by College Board of Education members.
6. A reference to any document discussed at the meeting.
7. Minutes of executive sessions may be limited.¹²

¹¹ ORS 192.650

¹² ORSS192.660650(2)

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS
(Continued)

E. Order of Business and Procedure

1. Four College Board of Education members will constitute a quorum for holding a meeting. An affirmative vote of the majority of all College Board of Education members will be required for the passage of a motion. The chairperson of the College Board of Education is expected to vote on all motions.
2. The agenda of the meetings will be prepared by the college president/chief executive officer ~~who also serves as the clerk to the College Board of Education~~ or, if absent, by a member of the college president/chief executive officer's staff. Any College Board of Education member may request that the College Board of Education chair include an item on the agenda. If that request is supported by two other College Board of Education members, the chair must place the item on the agenda.
3. Generally, official action will not be taken on items that are not listed on the agenda.

F. Policies

1. The college shall establish procedures for revisions in the policy manual and establishment of new policies.
2. Proposed policies shall be presented to the College Board of Education first as information and ~~later~~ at the next meeting as an action item. The College Board of Education may suspend, ~~amendment/revision procedures~~ amend, or revise enacted policies in an emergency situation.
3. The college president/chief executive officer ~~who serves as the clerk of the College Board of Education~~ shall maintain current copies of the policy manual. The policy manual shall be available on the ~~internal~~ external college ~~W~~website, as well as available in the college president/chief executive officer's office for inspection. Policies will be reviewed periodically to maintain accuracy.

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS
(Continued)

G. Communications Exempt From Disclosure

The college president/chief executive officer or chairperson shall have the right of confidential communication either by writing or in person with the College Board of Education whenever, in the discretion of the college president/chief executive officer or the chairperson of the College Board of Education, such confidential communication is deemed necessary as allowable under the statutes relating to executive session matters.¹³

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009; June 25, 2014

Revised College Board of Education

¹³ ORS 192.501-192.505

Board of Education Series—1000

**DUTIES OF THE CHEMEKETA COMMUNITY COLLEGE PRESIDENT/CHIEF
EXECUTIVE OFFICER AS ~~CLERK OF THE BOARD~~**

The president/chief executive officer will ~~serve as the clerk to the board and~~ perform the following duties and other duties as specified by the ~~board~~ College Board of Education or as required by statute.¹

1. Sign the minutes of all regular, special, or executive meetings of the ~~board~~ College Board of Education; and ~~to~~ sign all other official documents of the ~~board~~ College Board of Education.
2. Serve as custodian of district funds.
3. Have recorded and distributed the minutes of the meetings of the board College Board of Education.
4. Have custodial responsibility for all records, proceedings, and documents of the ~~board~~ College Board of Education.
5. Furnish and file all financial reports as requested by the ~~board~~ College Board of Education and as required by law.

June 26, 1991
Adopted College Board of Education
February 15, 2006; April 15, 2009;
June 25, 2014
Revised College Board of Education

¹ ~~ORS Chapter 341~~

College Board of Education Series—1000

**CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION AND
PRESIDENT/CHIEF EXECUTIVE OFFICER RELATIONSHIP**

Members of the Chemeketa Community College Board of Education and the president/chief executive officer share at least one major characteristic: they have a total institutional perspective. The quality of the working relationship between the ~~board~~ College Board of Education and the president/chief executive officer is of critical importance to the effectiveness of each. While the ~~board~~ College Board of Education must take responsibility for the basic policies and their consequences, it must also give the president/chief executive officer the authority and flexibility to act decisively. In view of the importance of this relationship, certain principles are stated here that affect the ~~board~~ College Board of Education and its president/chief executive officer:

1. Individual prestige or gain should be subordinated to the general welfare of the college.
2. A clear delineation of functions should exist between the ~~board~~ College Board of Education and the president/chief executive officer.
3. Tolerance for differences of opinion and willingness to resolve these differences objectively should exist.
4. The necessity for the president/chief executive officer to keep the ~~board~~ College Board of Education well informed is recognized.
5. The president/chief executive officer and ~~board~~ College Board of Education must demonstrate confidence in the actions of each.
6. ~~Board~~ College Board of Education policy, planning, employment/dismissal and budget action shall take into consideration the recommendations of the president/chief executive officer.
7. The ~~board~~ College Board of Education will file a written evaluation of the president/chief executive officer's goals and performance on a yearly basis, usually June, in conformance with the evaluation procedures adopted each spring. (The evaluation process is available upon request in the president/chief executive officer's office.)
8. The president/chief executive officer's employment contract will be reviewed on a yearly basis, usually June, in conformance with the prior contract and evaluation outcomes.

June 26, 1991

Adopted College Board of Education

February 15, 2006

Reviewed College Board of Education

April 15, 2009; October 19, 2011; June 25, 2014

Revised College Board of Education

PERSONNEL REPORT

Prepared by

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

NEW HIRES AND NEW POSITIONS

Sara M. Hastings, Coordinator-Dual Credit—Accelerated Learning, Regional Education and Academic Development Division, replacement, 100 percent, 12-month assignment, Range C-2, Step 6.

Denisse Maciel, Student Services Specialist—Advising and First Year Programs, Student Development and Learning Resources Division, limited duration replacement, 100 percent, 12-month assignment, Range B-3, Step 3.

Cody R. Wack, Student Services Specialist—College Access Programs, Student Development and Learning Resources Division, replacement, 100 percent, 12-month assignment, Range B-3, Step 3.

Sean D.K. Warner, Maintenance/Trades Technician I—Liberal Arts, General Education and Transfer Studies Division, limited duration position, .75 percent, 12-month assignment, Range B-1, Step 1.

Walter J. “Wally” Wharton, Technology Analyst II—Information Technology, College Support Services Division, replacement, 100 percent, 12-month assignment, Range C-2, Step 3.

POSITION CHANGES

Barbara A. Burns, Instructor-Nursing-Clinical—Health Sciences, Career and Technical Education Division, replacement, 100 percent, Range F-9, Step 15, from Instructor-Nursing—Health Sciences, Career and Technical Education Division.

Maggi Daugherty, Financial Analyst I—Mid-Willamette Education Consortium, Career and Technical Education Division, replacement, 100 percent, Range C-1, Step 2, from Student Services Specialist-11 months—Mid-Willamette Education Consortium, Career and Technical Education Division.

RETIREMENTS

Russell A. Read, Instructor-Life Science—Science, Math, Engineering and Computer Science, General Education and Transfer Studies Division, effective December 31, 2018.

Roger C. White, Instructor-Electronics—Applied Technologies, Career and Technical Education Division, effective December 31, 2018.

Standard Report-1
November 21, 2018

SEPARATIONS

Rebecca L. Bolante, Director-Threat Management Resources—Chemeketa Center for Business and Industry, Career and Technical Education Division, effective October 31, 2018.

Stephania P. A. “Steph” Fregosi, Sustainability Coordinator—Capital Projects and Facilities, College Support Services Division, effective November 27, 2018.

Alcina K. Garcia, Student Services Specialist—Accelerated Learning, Regional Education and Academic Development Division, effective October 31, 2018.

Mark J. Mallette, Technology Analyst II—Information Technology, College Support Services Division, effective October 31, 2018.

Jonathan Tucker, Dean-High School Partnerships—Academic Development, Regional Education and Academic Development Division, effective November 1, 2018.

Amelia L. Yzaguirre, Department Technician II—Advising and First Year Program, Student Development and Learning Resources Division, effective October 12, 2018.

BUDGET STATUS REPORT

Prepared by

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

The financial reports of the general fund and investments for the period from July 1, 2018, through October 31, 2018, are attached.

The following items are included in the report:

- General Fund Revenue and Expense Statement
- General Fund Budget Status Report
- Status of Investments as of October 31, 2018

Chemeketa Community College
Statement of Resources and Expenditures
As of October 31, 2018

Standard Report-2
November 21, 2018

Fund 100000 - General Fund Unrestricted

	<u>ADJUSTED BUDGET</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>% OF BUDGET</u>	<u>VARIANCE TO BUDGET</u>
Resources:				
Property Taxes	21,250,000	691,292	3.25%	(20,558,708)
Tuition and Fees	20,200,000	9,002,533	44.57%	(11,197,467)
State Appropriations - Current	23,751,162	15,776,272	66.42%	(7,974,890)
State Appropriations - Carryover from FY18	8,028,838	8,028,838	100.00%	-
Indirect Recovery	1,970,000	521,304	26.46%	(1,448,696)
Interest	440,000	186,684	42.43%	(253,316)
Miscellaneous Revenue	200,000	95,951	47.98%	(104,049)
Transfers In	500,000	-	0.00%	(500,000)
Fund Balance	10,000,000	-	0.00%	(10,000,000)
Total Resources	86,340,000	34,302,874	39.73%	(52,037,126)
Expenditures:				
Instruction	34,022,300	8,438,294	24.80%	25,584,006
Instructional Support	12,056,093	3,784,237	31.39%	8,271,856
Student Services	7,620,513	2,377,341	31.20%	5,243,172
College Support Services	16,241,866	5,058,909	31.15%	11,182,957
Plant Operation and Maintenance	6,624,228	1,814,544	27.39%	4,809,684
Transfers and Contingency	8,275,000	2,084,192	25.19%	6,190,808
Total Expenditures	84,840,000	23,557,517	27.77%	61,282,483
Unappropriated Ending Fund Balance	1,500,000	10,745,357		

**Chemeketa Community College
Budget Status Report
As of October 31, 2018**

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	8,271,303.00	2,655,031.26	5,237,860.08	378,411.66
6120	Classified Salaries	11,682,474.00	3,671,216.06	7,373,053.45	638,204.49
6124	Part-Time Hourly & Student Wages	1,286,540.00	359,712.46	-	926,827.54
6130	Faculty Salaries	16,042,074.00	3,733,398.20	11,658,657.41	650,018.39
6132	Part-Time Faculty	6,290,259.00	1,853,494.70	1,244,839.20	3,191,925.10
6510	Fixed Fringe Benefits	9,533,139.00	2,908,252.38	-	6,624,886.62
6511	Variable Fringe Benefits	13,563,753.00	3,678,122.59	-	9,885,630.41
6512	Other Fringe Benefits	380,000.00	93,210.00	-	286,790.00
	Subtotal Personnel Services	67,049,542.00	18,952,437.65	25,514,410.14	22,582,694.21

28.27%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Supplies	1,824,803.00	218,567.38	-	1,606,235.62
720	Equipment \$500-\$4,999	266,225.00	32,409.45	-	233,815.55
7300	Legal Services	115,094.00	15,168.77	44,400.00	55,525.23
7310	Insurance	619,080.00	496,504.18	-	122,575.82
7320	Maintenance	536,145.00	81,266.08	20,589.00	434,289.92
7330	Communications	868,942.00	203,914.79	-	665,027.21
7340	Space Costs	1,848,251.00	379,727.84	40,805.50	1,427,717.66
7350	Staff Development	132,851.00	41,074.19	-	91,776.81
7360	Travel	391,299.00	47,161.65	-	344,137.35
7370	Other Services	2,754,366.00	986,169.53	230,570.82	1,537,625.65
7550	Capital Outlay	158,402.00	18,923.81	-	139,478.19
8150	Transfers Out	4,775,000.00	2,084,192.14	-	2,690,807.86
8500	Contingency	3,500,000.00	-	-	3,500,000.00
	Subtotal Non-Personnel Services	17,790,458.00	4,605,079.81	336,365.32	12,849,012.87
	Report Totals	84,840,000.00	23,557,517.46	25,850,775.46	35,431,707.08

25.89%

STATUS OF INVESTMENTS AS OF OCTOBER 31, 2018

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 10-31-2018</u>
Oregon Short-Term Fund - General	10-31-2018	On demand	\$23,361,384.61	2.50%
Oregon Short-Term Fund - Capital	10-31-2018	On demand	\$ 9,854,957.18	2.50%
<u>Other Investments</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
Discount Note – Federal Natl Mtg Assn	09-14-2018	09-12-2019	\$2,980,221.67	2.435%
Discount Note – Federal Natl Mtg Assn	09-14-2018	10-24-2019	\$2,964,416.67	2.445%
Discount Note – Federal Home Loan Bank	09-14-2018	11-15-2019	\$2,975,775.42	2.476%
Corporate Note – Wells Fargo Bank	09-14-2018	12-06-2019	\$2,997,065.83	2.737%
Corporate Note – Toyota Motor Credit Corp.	09-14-2018	01-10-2020	\$2,993,053.33	2.699%
Discount Note – Federal Home Loan Bank	09-14-2018	02-11-2020	\$2,986,763.75	2.587%
Discount Note – Federal Farm Credit Bank	09-14-2018	03-05-2020	\$2,953,665.00	2.600%

13 week Treasuries 2.29% as of 10/31/2018

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
Tim Rogers, Associate Vice President/Chief Information Officer
Julie Huckestein, President/Chief Executive Officer

PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- **Agricultural Complex**
The pre-design phase including tours, initial stakeholder meetings, and the first cost validation is complete. The college continues to meet with key partner, OSU Extension Service, to ensure proper planning and coordination for their facility needs. Facilities and the architect are working to coordinate 45th Street improvements with this project. The Capital Projects Steering Committee continues to work on cost containment of the project to stay within the approved budget as the team moves into the schematic design phase.

See Appendix–2; Campus Map pages 94–95.

COLLEGE SAFETY ACTIVITIES AND PLANNING

Prepared by

Kathleen Silva, Emergency and Risk Manager
Tim Rogers, Associate Vice President/Chief Information Officer
Julie Huckestein, President/Chief Executive Officer

The purpose of this report is to advise the College Board of Education on the safety actions taken at Chemeketa in 2018. The Chemeketa Emergency Management Committee continues to plan, test, improve, and respond with improvements on an ongoing basis.

1. Active threat training is now in all sessions of new employee orientation (NEO).
2. Specific office area and classroom trainings are scheduled on an ongoing or by request basis as part of general office safety planning. The Department Area Specific Emergency Response Plans (DASERP) are in the process of being updated. There were eight workshops conducted in June and July. There will be an additional workshop series planned in the near future to help areas update their plans.
3. On October 18, 2018, at 10:18 a.m. the federal government conducted a nationwide test of the emergency broadcast system. During this time students, employees and the public received text messages from Wireless Emergency Alert (WEA) and there was another message provided through the Integrated Public Alert and Warning System (IPAWS) and Emergency Alert System (EAS) to television and radio stations. In the near future, the college will conduct a test of the InformaCast and RAVE systems as an exercise to test our emergency plans. Information Technology (IT) and Public Safety are currently testing the InformaCast system during closed hours. The test is used to evaluate the sound volume and clarity, and overall operation functionality of the system.
4. The technological infrastructure for local lockdown capability for office suites has been expanded and training has been completed.
5. Active Threat Training was given to 169 employees, including 96 full-time faculty and 33 part-time/adjunct faculty.
6. The camera system modernization project has moved forward with the evaluation of newer technology, and test deployments of the new cameras at CCBI.
7. Public Safety employees received a refresher course on Incident Command System (ICS) 100, 200, and 700 in June.
8. In October, the Building Evacuation Coordinators (BECs) held meetings to renew and enhance the program. Opportunities will be offered to members in the future for training and exercises.
9. The college is working on a Hazard Mitigation Plan focusing on all-hazards and specifically concentrating on four lifeline sectors: water, energy, communication and transportation.

Standard Report-4
November 21, 2018

Once completed, the plan will be reviewed by the Federal Emergency Management Agency (FEMA) as an addendum to the Marion County Hazard Mitigation Plan.

10. The college Emergency Management office is in the process of updating Memorandums of Understanding (MOU's) with Marion County Emergency Management for emergency operations activities and facilities use.
11. Chemeketa's Emergency Management office hosted a week of earthquake preparedness in October. On October 16, a preparedness drive took place where emergency preparedness items (sponsored by local businesses) were collected to build 500 starter kits. On October 17, the college hosted an exercise with Marion County Emergency Management. On October 18, the college sent an Oregon Shake Out email to all students and staff with earthquake preparedness tips. On October 19, in the auditorium, the college hosted the Oregon Public Broadcasting (OPB) *Unprepared* video, followed by a panel discussion that was live streamed to employees who could not attend in person.

RECOGNITION REPORT

Prepared by

Julie Huckestein, President/Chief Executive Officer

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

KIVA LYELL and VAL CODINO, EMT faculty, participated in an event at Falls City High School on October 11. The event was both a teaching and recruiting event. Students in Kiva and Val's group were taught the components of Stop the Bleed including packing wounds, direct pressure and tourniquet use. Each student received a kit with a triangular bandage, gauze, a 4 x 4, and a pair of gloves so they could use the kits in the future to control bleeding in the event they are presented with this type of incident. *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

In partnership with Salem-Keizer Public Schools and Dutch Bros, the annual Salem-Keizer College Fair was held in Chemeketa's Building 7 gymnasium on October 30. It featured more than 80 college and career exhibitors, including Chemeketa and several CTE programs. The event also had presentations about financial aid, Oregon Promise, and scholarships in English and Spanish. An estimated 2,000 people attended. Thanks to the planning committee of JAMES McNICHOLAS, CATHY McINNIS from Salem-Keizer, and Salem-Keizer AVID staff. Chemeketa staff who participated or helped with the event were: DAVID ABDERHALDEN, ERIC AEBI, CLEO ALVAREZ, CRISTINA BARBA, ANA ANGEL, MEGAN COGSWELL, PAM DITTERICK, KAREN EDWARDS, ANDREW FRANK, LYNN GEORGE, MEGAN GONZALEZ, MIKE KELLY, BRET MALLEY, MARK MILLER, HEATHER MISENER, MOSES NAVARRO, YESICA NAVARRO, TERESA PRANGE, WENDY RILEY, CONNIE RIECKE, JOSEPH ROMERO, SHELDON SCHNIDER, CHUCK SEKAFETZ, CARMEN WATKINS, and several STUDENT LEADERS, EMERGENCY SERVICES STUDENTS, and STUDENT ATHLETES. *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

DAVID ABDERHALDEN, Athletic coordinator and Men's Basketball coach for the Health, Human Performance and Athletics Department, was a clinician speaker at the Oregon Athletic Coaches Association/Nike Basketball Coaches Clinic on October 14. His presentation was on the up-tempo offensive philosophy utilized at Chemeketa Community College. *(Core Themes: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

The Emergency Preparedness drive was held on October 15, where staff and members of the community volunteered to put together 500 emergency kits to heighten awareness for students and community members. Thanks to Kathleen Silva who organized the event along with staff volunteers including RORY ALVAREZ, TINA CLARKE, NOL COBB, BOB DENHERDER, NICHOLE DICKERSON, NANCY DUNCAN, MIKE EVANS, MEGHAN GALLOP, BRYON HALL, EARLENE HICKMAN, REBECCA HILLYER, NANCY HOWARD, LYNN IRVIN, TERRI JACOBSON, ROBERT LAHUE, SHIRLEY LAMKEY, MICHELLE LIMAS, JAMES McNICHOLAS, MIKE MORELLI, R. TAYLOR, TIM ROGERS, TAMARA TRATTNER, JAMIE

Standard Report-5
November 21, 2018

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

RASCHEL LARSEN, full-time instructor for the Health and Human Performance department, and Wellness coordinator, gave a presentation at FitProPDX. This event was held at Portland Community College on Sunday, October 21. Raschel volunteered her time to present on “Lessons From Pilates: A Mindful Approach to Core Training.” Some of the topics discussed were applying the principles of breath, control, alignment, centering and mindfulness. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

Thanks to JON TERRAZAS, Veterans Services coordinator, for his leadership in organizing the Pacific Northwest Cross Country Championship at Corban University. Four hundred and eighteen (418) runners aged 5–55+ participated in eight competitions including male and female elementary, middle and high school races, a Commanders Cup for members of the armed forces and emergency services and an open division. Proceeds raised were split between Chemeketa’s Veterans’ Services and Serving Our Veterans at Home (SOVAH). *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

On November 7, 2018, LINDA RINGO-REYNA participated as a judge on a panel for the Chemawa Indian High School Ambassador Contest (formerly known as Miss Chemawa Pageant) at Chemawa Indian High School. This contest is an important selection process for the school because the selected student will represent the school at official governmental, local and statewide events throughout the academic year. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

LINDA HERRERA, retired Diversity and Equity Officer, received the Hank and Martina Curl Award at the PCUN annual banquet on November 8. Linda was also honored at the PCUN/CAPACES Celebration on October 18 in Woodburn. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

The Oregon Community College Association (OCCA) annual fall conference, “Pathways to Prosperity: Empowering Communities” was held on November 7–9 at Sunriver. ADAM MENNIG and HOLLY NELSON presented a breakout session on “Increasing Access and Success in CTE: An Integrated Approach”; MIKE EVANS and JOHNNY MACK presented a session on “Bridges to Student Success;” and DON BRASE and JIM EUSTROM were on a panel for “Oregon Pathways Project Update from Cohort 1.” In addition, MEREDITH SCHREIBER staffed a table and sold books recommended by OCCA and had Chemeketa Press books available for sale. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

Also, at the OCCA fall conference Board member ED DODSON received a Dedicated Service Award at the Howard Cherry Awards for his 20 years of service on the Chemeketa Board of Education; and JULIE HUCKESTEIN was awarded the OCCA Excellence of Service Award. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups)*

Separate Action-1
November 21, 2018

**APPROVAL OF RETIREMENT RESOLUTIONS
NO. 18-19-03, RUSSELL A. READ; AND NO. 18-19-04, ROGER C. WHITE
[18-19-114]**

Prepared by

David Hallett, Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached are resolutions honoring Russell A. Read and Roger C. White who retire effective December 31, 2018.

It is recommended that the College Board of Education adopt Resolution No. 18-19-03, Russell A. Read; and No. 18-19-04, Roger C. White.

Separate Action-1
November 21, 2018

**RETIREMENT RESOLUTION NO. 18-19-03,
RUSSELL A. READ**

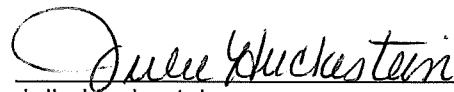
WHEREAS, Russell A. Read began his combined 6-year, 4-month association, as a salaried employee, with Chemeketa Community College in September, 2013; and

WHEREAS, Russell A. Read gave dedicated service to Chemeketa Community College currently as Instructor-Life Science, Science, Math, Engineering and Computer Science Department of General Education and Transfer Studies Division; therefore,

BE IT RESOLVED, that upon his retirement date of December 31, 2018, the College Board of Education hereby honors and commends Russell A. Read for his loyalty, dedication and personal commitment to Chemeketa Community College.



Neva Hutchinson
Board Chairperson



Julie Huckestein
President/Chief Executive Officer


Separate Action-1
November 21, 2018

**RETIREMENT RESOLUTION NO. 18-19-04,
ROGER C. WHITE**

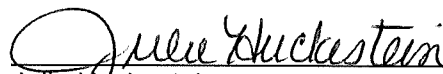
WHEREAS, Roger C. White began his 46-year, 4-month association, as a salaried employee, with Chemeketa Community College in September, 1972; and

WHEREAS, Roger C. White gave dedicated service to Chemeketa Community College currently as Instructor-Electronics, Applied Technologies Department of Career and Technical Education Division; therefore,

BE IT RESOLVED, that upon his retirement date of December 31, 2018, the College Board of Education hereby honors and commends Roger C. White for his loyalty, dedication and personal commitment to Chemeketa Community College.



Neva Hutchinson
Board Chairperson



Julie Huckestein
President/Chief Executive Officer

Action-1
November 21, 2018

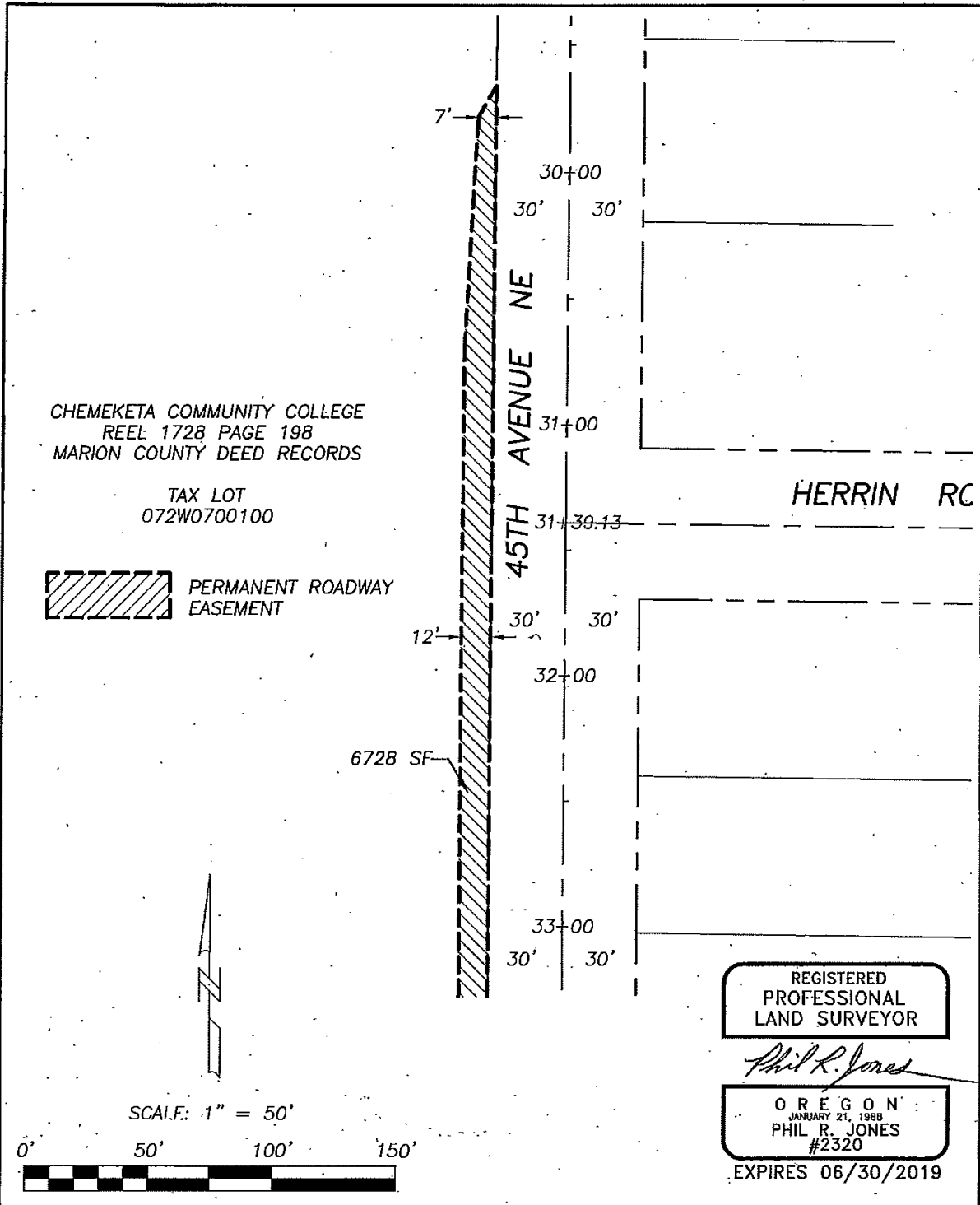
**APPROVAL OF EASEMENT TO MARION COUNTY
FOR IMPROVEMENTS TO 45TH AVENUE
[18-19-115]**

Prepared by

Rory Alvarez, Director—Facilities and Operations
Tim Rogers, Associate Vice President/Chief Information Officer
Julie Huckestein, President/Chief Executive Officer

Marion County Public Works plans to widen 45th Avenue NE along the entire length of Chemeketa's property, to add sidewalks to both sides of the street and a middle turn lane to campus. Since their current easement is insufficient, an additional 6,728 square feet is required by Marion County to make these improvements. The improvements correspond with the college's new agriculture building and will enhance the accessibility for vehicles and pedestrians to the new facility. The attached drawings, from the Marion County Surveyors office, show the easement area requested.

It is recommended that the College Board of Education approve granting a permanent easement to Marion County to accommodate the new sidewalks, center turn lane and associated improvements.



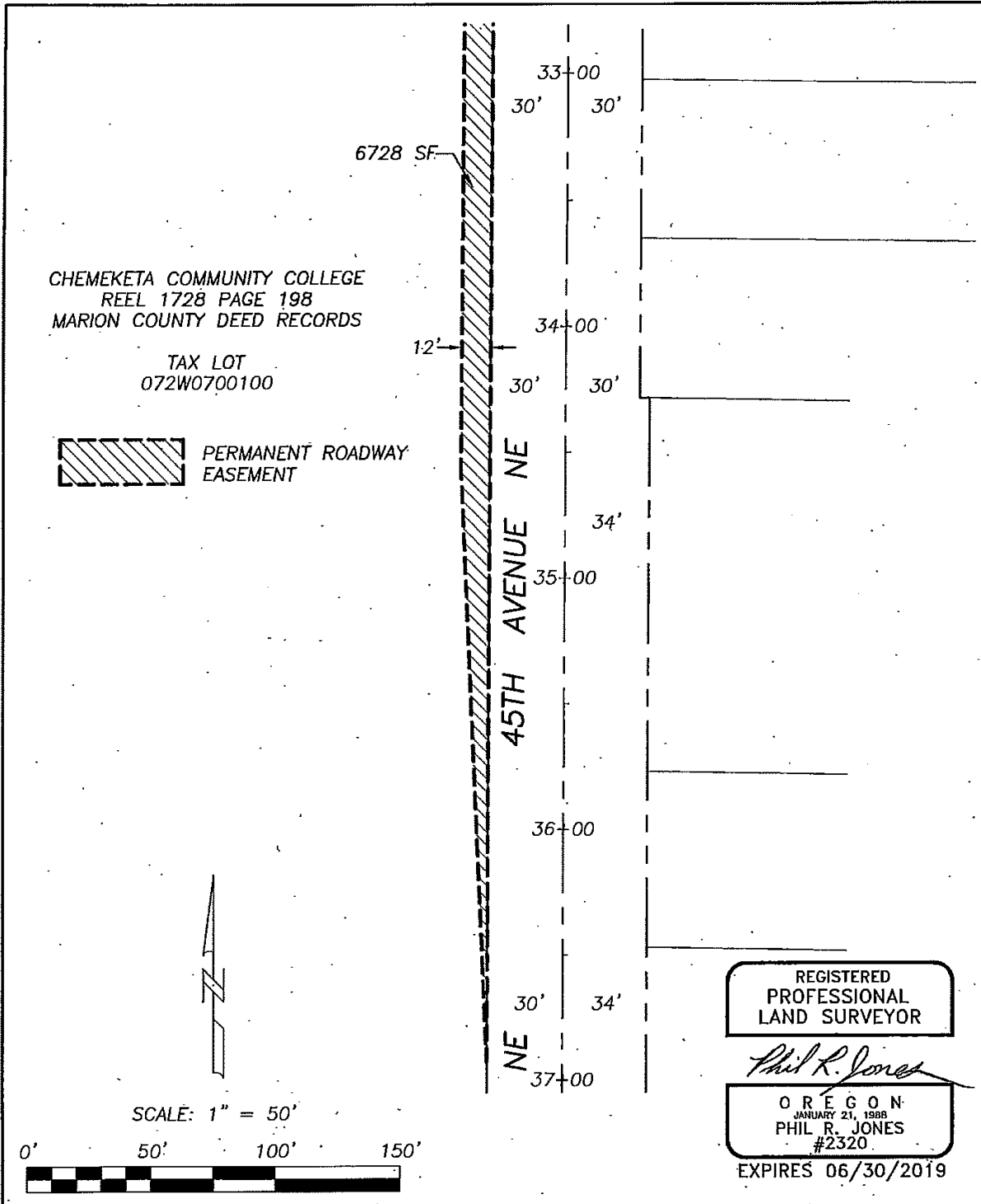
REGISTERED
PROFESSIONAL
LAND SURVEYOR

Phil R. Jones

OREGON
JANUARY 21, 1988
PHIL R. JONES
#2320

EXPIRES 06/30/2019

<p>EXHIBIT MAP PERMANENT ROADWAY EASEMENT FOR THE PROPERTY DESCRIBED IN REEL 1728, PAGE 198, MARION COUNTY DEED RECORDS. SITUATED IN THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 7 SOUTH, RANGE 2 WEST, WILLAMETTE MERIDIAN, MARION COUNTY, OREGON</p>	DATE: 10/30/2017	<p>MARION COUNTY SURVEYORS OFFICE 5155 SILVERTON ROAD SALEM, OR 97305</p>
	DRAWN BY: S. WATSON	
	CHECK BY: P. JONES	



<p align="center">EXHIBIT MAP</p> <p>PERMANENT ROADWAY EASEMENT FOR THE PROPERTY DESCRIBED IN REEL 1728, PAGE 198, MARION COUNTY DEED RECORDS. SITUATED IN THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 7 SOUTH, RANGE 2 WEST, WILLAMETTE MERIDIAN, MARION COUNTY, OREGON</p>	<p>DATE: 10/30/2017</p>	<p align="center">MARION COUNTY SURVEYORS OFFICE</p> <p>5155 SILVERTON ROAD SALEM, OR 97305</p>
	<p>DRAWN BY: S. WATSON</p>	
	<p>CHECK BY: P. JONES</p>	

APPROVAL OF COLLEGE POLICIES
#1010—ROLE OF THE CHEMEKETA COMMUNITY COLLEGE
BOARD OF EDUCATION; #1110—CHEMEKETA COMMUNITY COLLEGE
BOARD OF EDUCATION; #1120—ADVISORY REPRESENTATIVES TO THE
CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION;
#1130—AUTHORITY OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF
EDUCATION MEMBERS; #1140—PRIMARY RESPONSIBILITY OF THE CHEMEKETA
COMMUNITY COLLEGE BOARD OF EDUCATION; AND #1170—CHEMEKETA
COMMUNITY COLLEGE BUDGET COMMITTEE
[18-19-116]

Prepared by

Rebecca Hillyer, General Counsel
David Hallett, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

ROLE OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION—POLICY
#1010

This policy was last reviewed by the board in April 2014. “Chemeketa Community” was added to the title to maintain consistency for the appropriate name of the board. Text was changed or omitted to be more aligned with Oregon law. “Higher Education Coordinating Commission” was added as the overseeing authority for community colleges.

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION—POLICY #1110

This policy was last reviewed by the board in April 2014. “Chemeketa Community” was added to the title to maintain consistency for the appropriate name of the board.

ADVISORY REPRESENTATIVES TO THE CHEMEKETA COMMUNITY COLLEGE BOARD OF
EDUCATION—POLICY #1120

This policy was last reviewed by the board in April 2014. “Chemeketa Community” was added to the title to maintain consistency for the appropriate name of the board. The word “hereby” was omitted as unnecessary to the content of the policy.

AUTHORITY OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION
MEMBERS—POLICY #1130

This policy was last reviewed by the board in April 2014. “Chemeketa Community” was added to the title to maintain consistency for the appropriate name of the board. “Oregon Government Ethics Law” was added to the policy as the guide for laws or regulations for the Code of Ethics for college boards of education to follow.

Action-2
November 21, 2018

PRIMARY RESPONSIBILITY OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF
EDUCATION—POLICY 1140

This policy was last reviewed by the board in April 2014. “Chemeketa Community” was added to the title to maintain consistency for the appropriate name of the board.

CHEMEKETA COMMUNITY COLLEGE BUDGET COMMITTEE—POLICY 1170

This policy was last reviewed by the board in April 2014. “Chemeketa Community” was added to the title to maintain consistency for the appropriate name of the board. The word “registered” was added before voters to be clear on the requirement of members on the Budget Committee and “therefrom” was removed as an unnecessary word.

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

These policies are recommended for approval by the College Board of Education.

College Board of Education Series—1000

ROLE OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION

In working toward the goal of providing quality education, the ~~Board of Education~~ of Chemeketa Community College Board of Education, as duly elected representatives of the people, shall, pursuant to the statutes of Oregon and consistent with the rules of the Oregon Board of Education, have complete charge and control of all activities and programs of the district including its property, personnel, and finance.¹ It is the legal responsibility of the College Board of Education to prepare and adopt an annual budget in compliance with the Oregon budget law; to approve the expenditure of funds; to establish, maintain, and control the conduct and operation of the college ~~buildings~~ property, both for school purposes and for outside activities; ~~to hire employees~~; to establish curricula; to adopt rules and regulations for the governance of the district; and, in general, to govern the operation of Chemeketa Community College.

As a general method of operation, the College Board of Education shall retain full legislative authority over the college ~~and~~, in accordance with the statutes of the State of Oregon, and consistent with any applicable rules of the Higher Education Coordinating Commission. The College Board of Education shall delegate executive, supervisory, and instructional functions through the college president/chief executive officer and to its employees as ~~hereinafter~~ specified by board enactment.

Board policy is adopted to clarify the official college position on a variety of issues and to assist in providing guidelines for the efficient and harmonious operation of the college. All employees should be familiar with the board policies and college procedures for their own protection and the welfare of the college. ~~Employees are encouraged to discuss educational and professional topics with the administrative employees and members of the College Board of Education in order to provide quality programs for all students.~~²

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009;

February 27, 2013; April 16, 2014

Revised College Board of Education

¹ ~~ORS341.290–341.321~~

² ~~ORS 341.290–341.321~~

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION

Composition:

Chemeketa Community College Board of Education shall be composed of seven (7) qualified members elected for four (4) year terms. Members shall be elected from established zones.¹

Qualifications:

A college employee is not eligible to serve as a College Board of Education member. A member must be a qualified voter in the district, a citizen of the United States and the State of Oregon, 18 years of age, and a resident of the district and the zone. A candidate shall file a petition or a declaration of candidacy in accordance with election laws.²

Regular Term:

A regular term for a College Board of Education member shall be four (4) years.³

Vacancy:

If a vacancy occurs on the College Board of Education, a majority of the members remaining on the board shall appoint within a reasonable time a member to fill the vacancy until June 30 following the next regular district election, at which time a successor is elected to fulfill the unexpired term or begin a new full term starting July 1.⁴

~~Disqualification of Candidate:~~

~~In any election in which a person receiving a sufficient number of votes for election is not qualified, the person receiving the next largest number of votes who is qualified to be a member shall be declared elected.~~

Disqualification of College Board Member:

Disqualification will occur if the incumbent has ceased to discharge the duties of office for two consecutive months unless prevented therefrom by sickness or excused by the board chair. Additionally, if a college board member moves outside of the college district, they shall be disqualified from serving on the College Board of Education. An incumbent who moves outside of the zone from which they were elected but remains a resident of the district may serve until the next regularly scheduled election at which time a new member will be elected^{4,5}.

¹ ORS 341.275

² ORS 341.326~~275~~

³ ORS 341.326

⁴ ORS 341.335

^{4,5} ORS 341.335 and ORS 341.356

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION (Continued)

Travel

Please see separate policy addressing College Board of Education member travel.²⁴⁶

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009;

February 27, 2013; April 16, 2014

Revised College Board of Education

⁶ Policy and Procedure 1610. (See also ORS 341.283 (6))

College Board of Education Series—1000

**ADVISORY REPRESENTATIVES TO THE CHEMEKETA COMMUNITY COLLEGE
BOARD OF EDUCATION**

Composition

The Chemeketa Community College Board of Education hereby establishes the position of advisory representative to the College Board of Education. There shall be four advisory representatives designated by their respective associations as follows:

- Faculty Association president or designee
- Classified Association president or designee
- Associated Students of Chemeketa—ASC executive coordinator or designee
- Exempt Association president or designee

Vacancy

If a vacancy occurs in a position of advisory representative, it shall be filled by the association's successor for the remainder of the term in which the vacancy occurs.

Attendance

Advisory representatives may attend all regular and special meetings of the College Board of Education. All such participation shall be in person. In the event a special telephonic meeting is called, advisory representatives will be invited to participate.¹

Advisory representatives shall be subject to the attendance rules established for the College Board of Education.

Duties

Advisory representatives may participate in regular and special meetings of the College Board of Education without a vote.

All items for discussion proposed by advisory representatives shall be placed on the agenda in advance of meetings through the college president/chief executive officer in accordance with board policies and college procedures.

Advisory representatives may recommend to the College Board of Education that motions and resolutions be adopted or denied and, upon request, may have their opinions for or against any matter recorded in the minutes.

¹ See also Policy 1310.

College Board of Education Series—1000

**ADVISORY REPRESENTATIVES TO THE CHEMEKETA COMMUNITY COLLEGE
BOARD OF EDUCATION (Continued)**

Executive Sessions

Advisory representatives may not participate in executive sessions of the College Board of Education, except upon invitation of the board chairperson and unanimous consent of the remaining members of the College Board of Education. Advisory representatives may request admission to executive sessions. The College Board of Education may consider such requests and indicate its response.⁺²

Compensation

Advisory representatives who are College employees shall not be subject to reduction in pay for time spent in such capacity so long as their regular duties are satisfactorily performed.

Travel

Any reimbursement for travel by advisory representatives relating to board matters shall be approved in advance by the board chairperson and college president/chief executive officer.

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009;
December 15, 2010; February 27, 2013;
April 16, 2014

Revised College Board of Education

⁺²ORS 341.290(10), 192.666 (Executive Session of Boards)

College Board of Education Series—1000

AUTHORITY OF THE CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEMBERS

Chemeketa Community College Board of Education members have authority only when acting as a College Board of Education legally in session. The College Board of Education cannot be bound in any way by any statement or action of individual College Board of Education members or employees, except when such statement of action is final.

Any duty imposed upon the College Board of Education as a body must be performed at a regular or special meeting and must be made a matter of record. The consent to any particular measure obtained from individual members when not in session shall not be an act of the College Board of Education and shall not be binding upon the College Board of Education member or the district¹

Executive Session may be called by the College Board of Education chairperson at any time in accordance with state statutes.²

College Board of Education members shall be bound by the Code of Ethics pursuant to *Government Standards and Practices—Public Officers and Employees Oregon Government Ethics Law—A guide for public officials.*³ They shall declare actual or potential conflicts of interest⁴ and shall not accept honoraria.⁵

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009;

February 27, 2013; April 16, 2014

Revised College Board of Education

¹ ORS 341.283(5)

² ORS 192.660 (2), 192.685

³ ORS Chapter 244, Oregon Government Ethics, et al, 2011-2015, 2010 and as updated by Legislature

⁴ ORS 244.120-244.1350

⁵ ORS 244.042

College Board of Education Series—1000

**PRIMARY RESPONSIBILITY OF THE CHEMEKETA COMMUNITY COLLEGE
BOARD OF EDUCATION**

The Chemeketa Community College Board of Education is given primary responsibilities under Oregon Revised Statutes for the general supervision and control of the college.¹

June 26, 1991
Adopted College Board of Education
February 15, 2006; July 15, 2009;
February 27, 2013; April 16, 2014
Revised College Board of Education

¹ ORS 341.290 (See also Policy #1010.)

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BUDGET COMMITTEE

The Chemeketa Community College Budget Committee is comprised of the seven elected College Board of Education members and seven appointed registered voters of the college district, each representing one of seven zones. Appointments are made by the College Board of Education. Appointed members serve a three-year term. If an appointed member resigns prior to the completion of their three-year term, the College Board of Education will appoint a replacement to fill the remainder of the term. An incumbent committee member who has served four years or less may be reappointed without advertising for additional applicants. At the time of appointment or reappointment, the member shall reside in the zone which he or she represents.

It is the duty of the College Budget Committee to analyze the proposed college operating budget and consider carefully the recommendations of the college employees. The budget committee does not act on educational and personnel matters but only on fiscal matters. After deliberations and opportunities for public participation, the committee will approve the proposed budget, or will modify and thereafter approve the budget and forward its recommendations to the College Board of Education for final consideration.¹

Disqualification of an appointed College Budget Committee member will occur if he or she ceases to discharge the duties of office for two consecutive budget meetings unless prevented ~~therefrom~~ by sickness or excused by the College Board of Education chairperson.² A College Budget Committee member who moves outside of the zone from which they were appointed, but remains a resident of the district, may serve until the end of their term. If a College Budget member moves outside of the college district during their appointed term, they will be disqualified.

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009;

April 16, 2014

Revised College Board of Education

¹ ORS 294.3368, 294.401414, 294.4068

² ORS 294.336414(7)

MISSION • VISION • CORE THEMES • VALUES

MISSION *(Our purpose)*

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

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

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

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

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

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

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

Student Success – Students progress and complete their educational goals.

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

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

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

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

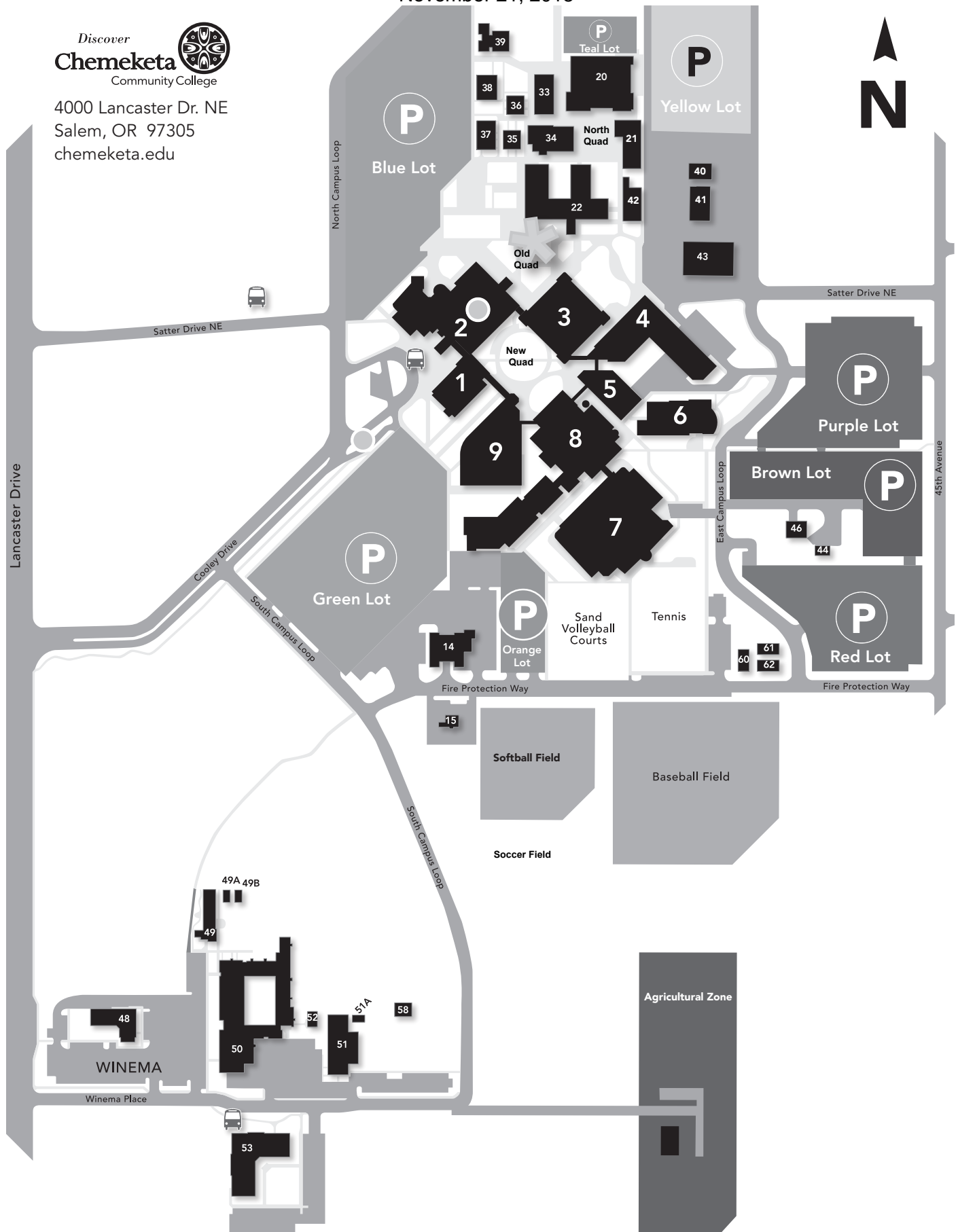
Innovation – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

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

Appendix-2
November 21, 2018



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



Building directory on reverse side

Appendix-2 November 21, 2018

Building and Primary Function(s)

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

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

Area or Service—Building/Room

- General Information
(Welcome Center)—2/110
- Public Safety—2/173—503.399.5023
- Academic Development—22/100
- Instructional & Student Services—3/272
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Chemeketa Cooperative Regional Library
Service—9/136
- Computer Labs, Library—9/Second Floor
- Convenience Store—2/180
- Cooperative Work Experience—38
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- Employee Development Center—6/218b
- English for Speakers of Other
Languages—22/100
- Enrollment Center—2/200
- Extended Learning—3/252
- Financial Aid—2/200
- First Aid—2/173
- Food Service—2/First Floor, 8, & 48
- GED—22/100
- Gymnasium—7
- Human Resources—2/214
- International Programs and Study
Abroad—2/174
- IT Help Desk—9/128
- Career Center—2/115
- Library—9/Second Floor
- Lost & Found—2/173
- Mail Room—43
- Multicultural Center—2/177A

- Northwest Innovations—42
- Online Courses—9/106
- Parking Permits—2/173
- Planetarium—2/171
- Posting Notices on Campus—2/176
- President's Office—2/216
- Public Information—2/208
- Registration—2/200
- Student Accessibility Services—2/174
- Student Center—2/179
- Student Clubs—2/176
- Student Identification Cards—1/First Floor
- Study Skills—2/210
- Television Studio—9/162
- Testing Center—2/101 (Testing
Annex—3/267)
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—2/210
- Vending Machine Refunds—Bookstore
- Veterans' Services—2/200
- Writing Center—9/210

Instructional Department Offices

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

Restrooms

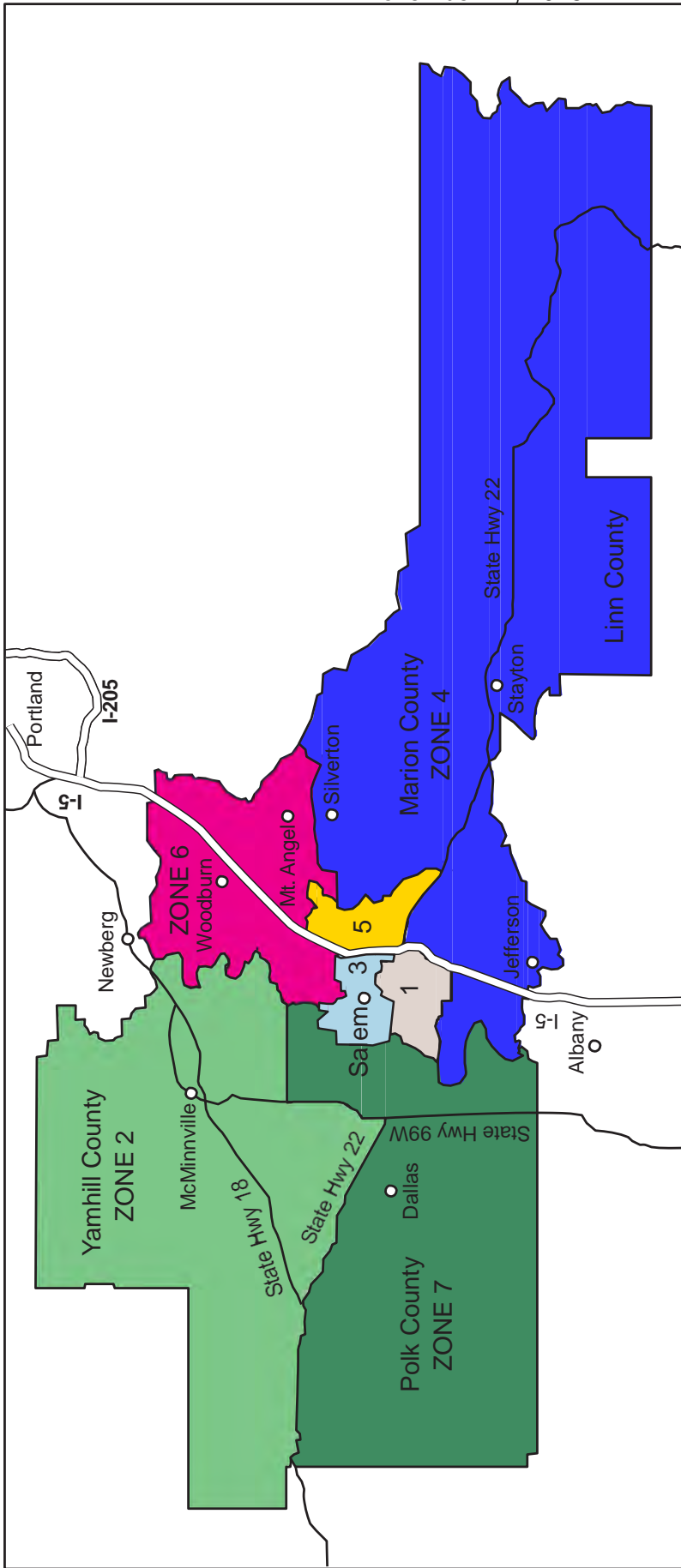
SINGLE OCCUPANCY

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

MOTHER'S ROOM

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

Chemeketa Community College
District Boundary and Board Zones



Board Members

ZONE 1	Ed Dodson
ZONE 2	Ron Pittman
ZONE 3	Neva Hutchinson, Chairperson 2018–2019
ZONE 4	Ken Hector
ZONE 5	Jackie Franke
ZONE 6	Diane Watson, Vice Chairperson 2018–2019
ZONE 7	Betsy Earls