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 logo is partially obscured by a white text box.

Regular Meeting

December 19, 2018

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

December 19, 2018

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

I. A. Executive Session 4:30–5:15 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 5:15–6 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— Regular Board Meeting of November 21, 2018 1–6

F. Reports

1. Reports from the Associations

- | | | |
|-------------------|--|----|
| a. Riley Dunagan | Associated Students of Chemeketa (ASC) | 7 |
| b. Justus Ballard | Chemeketa Faculty Association | 8 |
| c. Terry Rohse | Chemeketa Classified Employees Association | 9 |
| d. Rory Alvarez | Chemeketa Exempt Employees Association | 10 |

2. Reports from the College Board of Education

3. Reports from the Administration

- a. Jim Eustrom

G. Information

1. Presentation of 2017–2018 Audit Report 11
Julie Huckestein, President/Chief Executive Officer

2. College Policies #1747—Chemeketa Gender Equity in Athletics 12–16
and #2235—Service Animal Policy
Julie Huckestein, President/Chief Executive Officer

3. Academic Calendar for 2019–2020 17–18
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

4.	2017–2018 Financial Aid and Veterans Services Update Jim Eustrom, Vice President—Instruction and Student Services/ Campus President, Yamhill Valley		19
5.	2018–2019 Faculty Sabbatical Leave Recommendation One–Term Spring 2019 Jim Eustrom, Vice President—Instruction and Student Services/ Campus President, Yamhill Valley		20
6.	Statement of Budget Principles for 2019–2020 Julie Huckestein, President/Chief Executive Officer		21–24
H. Standard Reports			
1.	Personnel Report David Hallett, Vice President—Governance and Administration		25
2.	Budget Status Report Julie Huckestein, President/Chief Executive Officer		26–29
3.	Capital Projects Report Julie Huckestein, President/Chief Executive Officer		30
4.	Recognition Report Julie Huckestein, President/Chief Executive Officer		31–33
I. Separate Action			
1.	Ratification of Chemeketa Faculty Association Nursing Faculty Compensation David Hallett, Vice President—Governance and Administration	[18-19-117]	34
2.	Approval of Retirement Resolution No. 18-19-05, Susan L. McCaffrey David Hallett, Vice President—Governance and Administration	[18-19-118]	35–36
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 Advisory Committees for 2018–2019 Jim Eustrom, Vice President—Instruction and Student Services/ Campus President, Yamhill Valley	[18-19-119]	37–67
2.	Approval of College Policies <u>#2275—College Trademark (Logo)</u> ; <u>#2470—Mandatory Child Abuse Reporting Policy</u> ; and <u>#6040—Chemeketa Community College Investment Policy</u> Julie Huckestein, President/Chief Executive Officer	[18-19-120]	68–72

- | | | | |
|----|--|-------------|-------|
| 3. | Approval of Appointment of Budget Committee Members for Zone 1, Resolution No. 18-19-06 and Zone 5, Resolution No. 18-19-07
David Hallett, Vice President—Governance and Administration | [18-19-121] | 73–75 |
| 4. | Approval of 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 College Board of Education Member</u> ; #1310— <u>Chemeketa Community College Board of Education Meetings</u> ; #1410—Duties of the Chemeketa Community College President/Chief Executive Officer as Clerk of the Board and #1420— <u>Chemeketa Community College Board of Education and President/Chief Executive Officer Relationship</u>
David Hallett, Vice President—Governance and Administration | [18-19-122] | 76–87 |
| 5. | Acceptance of 2017–2018 Audit Report
Julie Huckestein, President/Chief Executive Officer | [18-19-123] | 88 |

K. Appendices

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| 2. | Campus Map | 90–91 |
| 3. | District Map | 92 |

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
December 19, 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 November 21, 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 meeting as submitted.

Minutes
December 19, 2018

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

November 21, 2018

I. A. EXECUTIVE SESSION

There was no Executive Session. Neva Hutchinson, Chair, called the Administrative Update session to order at 5:30 pm at the Salem Campus, Building 2, Room 172.

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 Campus.

B. ADMINISTRATION UPDATES

The following updates were shared or discussed with the board: Association of Community College Trustees (ACCT) Conference debrief; ACCT National Legislative Summit attendance (Diane, Ken, Ron); shortened December 19 Board meeting; rescheduled February 20 Board meeting to February 27; board calendar; affirmed President's Goals for 2018–2019; legislative calendar; Bellwether finalist/awards on February 4–5 in San Antonio (Jackie, Neva); Strategic Plan; tuition, differential fees, partnerships, pay equity rulemaking, nursing differential; and board agenda preview.

A recess was taken at 5:55 pm.

II. REGULAR SESSION

A. CALL TO ORDER

Neva Hutchinson, Chair, reconvened the board meeting at 6 pm. The meeting was held in the Board Room, Building 2, Room 170, at the Salem Campus.

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); Terry Rohse, Chemeketa Classified Association; and Rory Alvarez, Chemeketa Exempt Association.

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D. COMMENTS FROM THE AUDIENCE

None

E. APPROVAL OF MINUTES

Ken Hector moved and Diane Watson seconded a motion to approve the minutes of October 17, 2018.

The motion CARRIED.

F. REPORTS

Reports from the Associations

Riley Dunagan, ASC executive coordinator, said his report stands as written, with one correction. The blood drive was moved from November 29–30 to November 15–16.

Terry Rohse, classified association president, and Rory Alvarez, exempt association president, said their reports stand as written; and the faculty association report stands as written.

Reports from the College Board of Education

Diane Watson attended the ACCT Conference in New York, Linda Herrera's retirement celebration, the Oregon Community College Association (OCCA) fall conference at Sun River, and the 5–10 year employee recognition breakfast.

Jackie Franke attended the ACCT Conference, the Hispanic Serving Institution (HSI) and CCAMPIS grant celebration, Linda Herrera's retirement celebration, a Council of Governments (COG) executive meeting, the 5–10 year employee breakfast, and volunteered at Hammond Elementary School.

Ken Hector attended the ACCT and OCCA fall conferences, the HSI and CCAMPIS grant celebration, a quarterly City-County schools meeting, two Silverton Chamber Business Group meetings, a monthly Emergency Management Advisory Committee meeting, the Chemeketa Ag Community forum, a SEDCOR quarterly forum, and the 5–10 year employee recognition breakfast.

Ron Pittman attended the ACCT and OCCA conferences and Linda Herrera's retirement celebration.

Ed Dodson attended the ACCT and OCCA conferences, the HSI and CCAMPIS grants celebration, 2nd annual Fall Art show, Design Thinking and Creating Cultures and Innovations event, First Thursdays, Linda Herrera's retirement, and the 5–10 year employee recognition breakfast.

Neva Hutchinson attended the ACCT and OCCA conferences, Linda Herrera's retirement celebration, and the 5–10 year employee recognition breakfast.

Reports from the Administration

Jim Eustrom had no report.

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December 19, 2018

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G. INFORMATION

Advisory Committees for 2018–2019

Johnny Mack, executive dean for Career and Technical Education, said the report stands as written. Last year all advisory committees were asked to do a walk-about in program areas and labs to ensure that equipment, technology, and facilities meet industry standards. Johnny shared the results of the survey. He noted 151 out of 281 members responded for a 53 percent return. A copy of the survey will be sent to board members and will be included with the minutes in the board file. Board action to approve the advisory committees will be requested next month.

College Policies #2275, College Trademark (Logo); #2470, Mandatory Child Abuse Reporting Policy; and #6040, Chemeketa Community College Investment Policy

Rebecca Hillyer presented three policies that were reviewed by the President's Advisory Council. She briefly reviewed the changes and additions in policies #2275 and #2470; Rich McDonald reviewed changes to policy #6040. Board action will be requested in December.

Appointment of Budget Committee Members for Zone 1 and Zone 5

David Hallett reported there are two budget committee vacancies for Zone 1 (Ruth Hewett) and Zone 5 (Ray Beaty). Ray Beaty, the incumbent for Zone 5, has agreed to serve another three-year term; and the college recommends Christopher D. Brantley for the Zone 1 vacancy. Board action will be requested at the December board 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

Rebecca Hillyer reviewed the changes recommended by the board subcommittee for the six board policies. Board action will be requested at the December board meeting.

H. STANDARD REPORTS

Personnel Report

David Hallett said the report stands as written.

Budget Status Report

Miriam Scharer referred to the Statement of Resources and Expenditures and noted the second of the three state appropriations has been received. Tuition and fees are down slightly from last year. The Budget Status Report reflects the college is in line with last year. The Status of Investments report shows an increase in interest rates from 2.25 last year to 2.50 this year.

Capital Projects Report

Rory Alvarez said the report stands as written. He noted the Ag Complex is a bit behind schedule.

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College Safety Activities and Planning

Tim Rogers, associate vice president of College Support Services, said the report stands as written with one correction. No. 3, the date should be changed from October 18 to October 3. Tim also drew attention to No. 5; he noted that additional Active Threat Training sessions will be scheduled for winter and spring term for faculty and staff. Emphasis on part-time and faculty training.

Tim introduced Kathleen Silva, Emergency and Risk Manager, who shared a number of college safety and emergency planning activities that the college has been involved in with the community. In July, the college partnered with Marion County Emergency Management on an integrated emergency management training course that was held in Keizer on how to respond to a train derailment carrying hazardous material. Tim Rogers, Bill Riffle, Kathleen, and facilities staff worked with Marion County on this exercise. Over 200 people participated in the simulation which was held right next to the Woodburn Center.

In October, an Emergency Preparedness Drive was held on the Salem Campus where volunteers from the college and community put together emergency preparedness starter kits. Local businesses including the Red Cross, insurance carriers SAIF and UFI, United Way, Marion County, City of Salem, and Lowe's contributed items for the kits; Lowe's donated 500 buckets for the kits. The kits will be available to students and the community at all college campuses and centers. Also, an OPB "Unprepared" video followed by a panel discussion was held in the Building 6 Auditorium. The video was a documentary on the Cascadia subduction zone and the impact a major earthquake would have around the state. The panel was made up of a local engineer, emergency managers from Marion County and the City of Salem, and Kathleen. The video and panel discussion was recorded, and Kathleen will send Jeannie a link to share with the board.

In November, Marion County held a session at the Brooks Regional Training Center on how the college can help during a disaster. Marion County brought in communications infrastructure, satellite generators, and demonstrated the operation of a mobile emergency command post.

Recognition Report

Julie Huckestein acknowledged all the employees in the written report. Ed Dodson was presented a plaque at the OCCA Fall Conference for his 20 years of dedicated service award. Neva Hutchinson added that Julie received the Excellence of Service Award nominated by her fellow Oregon community college presidents for the work and dedication she has spent assisting OCCA, individual colleges and her work at the legislature. Jackie Franke was appointed the incoming president of the Council of Government starting in January. Julie introduced Sheila Lorange, interim public safety director, who was in the audience.

I. SEPARATE ACTION

Approval of Retirement Resolutions No. 18-19-03, Russell A. Read; No. 18-19-04, Roger C. White

Ken Hector read the retirement resolution for Russell A. Read, changing the first sentence in the first paragraph to read, WHEREAS, Russell A. Read has been associated with the college as an

Minutes
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adjunct faculty member since May, 1990. Also, the first sentence of the second paragraph was changed to read WHEREAS, Russell A. Read gave has given dedicated service . . .

Ken Hector moved and Ron Pittman seconded a motion to approve Retirement Resolution No. 18-19-03 for Russell A. Read, as amended.

The motion CARRIED.

Diane Watson read the retirement resolution for Roger White.

Ken Hector moved and Jackie Franke seconded a motion to approve Retirement Resolution No.18-19-04 for Roger C. White for his 45 years and 4 months service to the college.

J. ACTION

Ron Pittman moved and Diane Watson seconded a motion to approve action item Nos. 1–2:

1. Approval of Easement to Marion County for Improvements to 45th Avenue
2. 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

The motion CARRIED.

K. APPENDICES

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

L. FUTURE AGENDA ITEMS

None were heard.

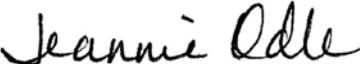
M. BOARD OPERATIONS

None were heard.


N. ADJOURNMENT

The meeting adjourned at 6:23 pm.

Respectfully submitted,


Board Secretary


Board Chair


President/Chief Executive Officer

12/19/2018

Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Riley Dunagan, ASC Executive Coordinator

ASC PAST EVENTS

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 December 6, 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.

MULTICULTURAL STUDENT SERVICES (MSS)

MSS PAST EVENTS

Día De Los Muertos/Day of the Dead Celebration

- Día De Los Muertos sponsored by Multicultural Student Services occurred on November 4, 2018, in Building 2, Student Center. Local artist Samuel Becerra created 100 Day of the Dead clay figurines called *Catrin*as and students were able to paint and decorate the individual pieces. Samuel described how important the Day of the Dead is to Latin American countries who celebrate the holiday. In addition, Tri-Cities, Washington, local musician Eddie Manzanares performed traditional Mexican music with song and instrument. There were 125 students and community members in attendance.

Indigenous People's Day Cultural Celebration

- The Indigenous Peoples Day Cultural Celebration sponsored by Multicultural Student Services occurred on November 28, 2018, in Building 2, Student Center. The Chemawa Indian High School was MSS's guest providing traditional Native American dancing, singing, and drumming. Cultural Director Marshall Burnette was the Master of Ceremonies and storyteller. Approximately 70–75 students and community members attended.

Festival de Nochebuena

- The Festival de Nochebuena sponsored by the MEChA (Movimiento Estudiantil Chicano De Aztlan) Club, Associated Students of Chemeketa, and Multicultural Student Services occurred on November 29, 2018, in Building 2. Chemeketa students came together with the campus community and celebrated Hispanic Holiday Celebrations with Mexican *Folklorico* dancing, singing, and *Loteria*. There was approximately 150 attendees in the Student and Multicultural Centers.

Salem/Keizer Native American Celebration for Students and Parents

- The Salem/Keizer Indian Education Cultural Awareness Celebration occurred on November 30, 2018, in Building 2. The event was a campus community cultural education event honoring Native American students and parents in the Salem/Keizer School District. The event featured local Native American educators facilitating the evening agenda of guest speakers, traditional singing and dancing from the students who attend various schools in the Salem/Keizer School District. This was a great event with approximately 350 people in attendance.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Justus Ballard, President—Chemeketa Faculty Association

CONTRACT MANAGEMENT

The CFA would like to express its appreciation for the positive working relationship established this year by the Contract Management Team. Discussions of contractual issues and grievances can be contentious, and some level of conflict is unavoidable. It helps to have people who are interested in solving problems, and who are open and receptive to talking through the issues that arise.

Thank you to David Hallett, Don Brase, and Alice Sprague for their professionalism and the work that they are doing.

The CFA looks forward to continuing and building upon these positive relationships in the new year.

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

A LITTLE HELP FROM FRIENDS AND CO-WORKERS

Starting in November 2018, CCA solicited nominations of Chemeketa employees in need of financial assistance. By December 9, 2018, thirty-five names were submitted. Grocery gift cards will subsequently be distributed to 28 classified employees, six part-time hourly employees and one part-time faculty employee. The Chemeketa Emergency Fund will also be accessed to assist several classified members with additional needs. Funding for the grocery gift cards came from proceeds from the Chemeketa Holiday Social, additional donations by classified and exempt employees and the CCA Emergency Fund. The challenges that these 35 Chemeketa co-workers face include chronic or life threatening medical issues of self or family members, single parenthood, unemployed spouses or partners, housing and food insecurity and low wage or limited hour jobs which make it difficult to respond to basic needs and emergencies.

Report-1d
December 19, 2018

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

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

The association donated \$420 to purchase holiday meal cards on behalf of exempt employees along with a \$400 donation for the Holiday Social.

The association welcomes new exempt member Sara Hastings, Dean of High School Partnerships and Dual Credit. Congratulations to Sara!

PRESENTATION OF 2017–2018 AUDIT REPORT

Prepared by

Katie Bunch, Director—Business Services
Miriam Scharer, Associate Vice President/Chief Financial Officer
Julie Huckestein, President/Chief Executive Officer

Representatives from the audit firm of Kenneth Kuhns & Company will be in attendance to make the presentation of the college financial audit.

Action to accept the report by the College Board of Education will be requested during the December board meeting.

COLLEGE POLICIES
#1747—CHEMEKETA GENDER EQUITY IN ATHLETICS
AND #2235—SERVICE ANIMAL POLICY

Prepared by

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

CHEMEKETA GENDER EQUITY IN ATHLETICS—POLICY #1747

This policy is new to the college. The U.S. Department of Education requires a policy that states the college is committed to equal opportunity in athletic programs for all genders and also applies in the areas of equal access. In addition, the Equity in Athletics Disclosure Act Survey is a document the college has been providing to the U.S. Department of Education for years.

SERVICE ANIMAL POLICY—POLICY #2235

This policy is new to the college. The college has continued to struggle with students and members of the public bringing dogs to Chemeketa. It is anticipated that this policy will give the administration more control over what circumstances warrant an individual bringing a dog on campus as a service dog.

The President's Advisory Council has reviewed the attached policies and recommends them for adoption by the College Board of Education at the January board meeting.

College Board of Education Series—1000

CHEMEKETA GENDER EQUITY IN ATHLETICS

Chemeketa Community College is committed to providing equal opportunities for athletic participants of all genders in accordance with Title IX.¹

Title IX applies to intercollegiate athletics to assure there is gender equity in Chemeketa athletics programs, particularly in three areas: athletic participation, scholarships, and treatment of programs.

Athletic Participation: Based on the Department of Education’s Title IX Guidance, Chemeketa evaluates equitable student-athlete participation based on the percentage of registered women students to registered men students.

Scholarships and Treatment: Chemeketa’s Title IX in Athletics Committee assesses equitable treatment and scholarships of its athletics programs using the following factors:

- The provision of equipment and supplies
- Scheduling of games and practice times
- Travel and per diem allowance
- Opportunity to receive coaching and academic tutoring
- Assignment and compensation of coaches
- Provision of locker rooms, practice and competitive facilities
- Provision of medical and training facilities and services
- Provision of housing and dining facilities and services
- Publicity
- Recruitment

Equity in Athletics Disclosure Act (EADA) Survey

The Equity in Athletics Disclosure Act (EADA) is designed to make prospective students aware of a school’s commitment to providing equitable athletic opportunities for its men and women students. Any co-educational institution of higher education that participates in a federal student aid program must annually prepare an EADA report by October 30. Institutions must also report data to the U.S. Department of Education via a mandatory online survey.

¹ Title IX provides that: “no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

College Board of Education Series—1000

CHEMEKETA GENDER EQUITY IN ATHLETICS (continued)

Sexual Misconduct Prevention and Response

Chemeketa provides sexual misconduct awareness and prevention training annually to all incoming student athletes where they learn about prohibited conduct, bystander intervention methods, and reporting options. Students also have access to an online Title IX training that provides the legal background around Title IX and additional information on bystander intervention practices. Chemeketa’s sexual misconduct prevention programming also includes awareness events throughout the year.

All Chemeketa student-athletes have a right to participate in their athletic program free of discrimination, sexual harassment (including sexual assaults), and retaliation. This includes concerns of student-to-student discrimination and harassment and/or student-to-employee (faculty and staff) discrimination and harassment.

Adopted College Board of Education

Revised College Board of Education

Administrative Series—2000

SERVICE ANIMAL POLICY

Chemeketa Community College is committed to providing accessible services to all persons and does so in accordance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) as amended (2008).

In compliance with federal and state laws, Chemeketa Community College generally allows service animals, or animals approved for a particular purpose, in all areas of college-owned and/or controlled facilities, such as, but not limited to, campus, classrooms, and college sponsored events to ensure full access and participation of individuals with disabilities. Chemeketa may restrict or remove a service animal's access when the animal poses a direct threat to the health and safety of others, is not under the control of the handler, is not housebroken, or would pose a fundamental change to the class or activity.

Students requesting accommodation will contact Student Accessibility Services. College employees requesting accommodations will contact Human Resources.

The person responsible for any service animal on college-owned and/or controlled property, shall be responsible for any damage to college property, and litter removal and cleanup.

No service animal shall be left unattended on college facilities, including inside parked vehicles, for any period of time without the public safety director's approval.

Chemeketa Community College may also report to the appropriate county animal control agency an animal believed or suspected to be abused, mistreated, or noncompliant with local regulations such as those pertaining to vaccinations and registration.

Definitions

a. Handler

The person with a disability who utilizes a service animal and is responsible for the animal while on campus.

b. Service Animals

As of March 15, 2011, only dogs* are recognized as service animals under titles II and III of the ADA as amended (2008). A service animal is defined as a dog that is specifically "trained to do work or perform tasks" that are directly related to a person's disability. **A service animal is not an emotional support animal or a pet.**

Examples of service animal tasks include pulling a person's wheelchair, providing assistance with stability or balance, guiding an individual who is blind or has low vision, or retrieving items such as pens or backpacks.

Administrative Series—2000

SERVICE ANIMAL POLICY (continued)

c. Service Animal in Training

A service animal in training is a dog that is being trained to perform specific tasks or duties that are directly related to a person's disability.

*Under particular circumstances set forth in the regulations 28 CFR 35.136(i), a miniature horse may qualify as a service animal.

Adopted College Board of Education

Revised College Board of Education

ACADEMIC CALENDAR FOR 2019–2020

Prepared by

Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The proposed academic calendar for 2019–2020 continues last year’s pattern.

Summer term begins June 24. A standard eight-week session is planned from June 24 to August 17, a ten-week session from June 24 to August 31, and a five-week session from June 24 to July 27. Summer term will continue to be a four-day work week for July and August.

Fall term begins September 23. This term is eleven weeks in length ending December 7. A four-week break is planned between fall and winter terms.

Winter term begins January 6. This term is also eleven weeks in length and ending on March 21. A one-week break is planned between winter and spring terms.

Spring term begins March 30. This term is also an eleven-week term ending June 13.

With holidays and closure days, the college is closed on the following days:

July 4
September 2
November 11, 28, 29
December 23–25, 30–31
January 1
January 20
February 17
May 25

Employee inservice is September 9–20. Tuesday, September 10 is a college-wide inservice day and the college is closed.

The Chemeketa Board of Education will be asked to approve the Academic Calendar 2019–2020 at the January board meeting.

Academic Year Calendar 2019-2020						
	Summer Term 2019			Fall Term 2019	Winter Term 2020	Spring Term 2020
	Intensive Courses 5 weeks Jun 24–Jul 27	Standard 8 weeks Jun 24–Aug 17	Specific Programs* 10 weeks Jun 24–Aug 31	Sep 23–Dec 7	Jan 6 –Mar 21	Mar 30–Jun 13
College-wide Inservice (College closed to the public)				Sep 10		
Employee Inservice				Sep 9-20		
Beginning of Term	Jun 24	Jun 24	Jun 24	Sep 23	Jan 6	Mar 30
Academic Year and Other Holidays	Jul 4	Jul 4	Jul 4	Sep 2 Nov 11 Nov 28–29 Dec 24 & 25 Dec 31 & Jan 1	Jan 20 Feb 17 - Classified	May 25
College Closure				Dec 23 & 30	Feb 17	
Summer Friday Closure	Fridays Jul 5–Aug 30	Fridays Jul 5–Aug 30	N/A			
Winter Break/Spring Break				Dec 9–Jan 3	Mar 23–Mar 27	
Review & Final Exams	Final exams given during last class period Jul 27	Final exams given during last class period Aug 17	Final exams given during last class period Aug 31	Dec 2–7	Mar 16–21	Jun 8–13
End of Term				Dec 7	Mar 21	Jun 13
*Listed on Summer Exceptions (handout)						
Graduation: TBA						

2017–2018 FINANCIAL AID AND VETERANS SERVICES UPDATE

Prepared by

Ryan West, Director—Financial Aid and Veterans Services
Manuel Guerra, Executive Dean, Student Development and Learning Resources
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

FINANCIAL AID

In 2017–2018, the college received 22,548 Free Application for Federal Student Aid (FAFSA) applications, which is a 2.6 percent increase from the previous year (2016–2017). A total of 6,374 students were awarded \$41,215,991 in financial aid from all sources. This reflects a 2.7 percent decrease in the number of students awarded and a 3 percent decrease in the amount of financial aid dollars over the previous year. The college experienced a 12 percent decline in student loan volume in this same period continuing an excellent trend of Chemeketa students borrowing less annually. Sixty-two percent of all financial aid disbursed to students was in the form of grant and scholarship assistance.

Chemeketa's three-year cohort default rate is currently 20.1 percent. The rate last year was 23.5 percent. The department is utilizing services both within the college as well as an external provider to manage the cohort default rate and ensure that it stays below 30 percent.

The work required to participate in the federal and state financial aid programs continues to grow in scope and complexity. The department has spent much of its efforts this year at reducing student wait times for financial aid and gaining efficiencies through better use of technology and automation. These efforts have been greatly assisted by having an IT embedded programmer analyst in the financial aid office to assist with both trouble-shooting as well as process enhancements.

VETERANS SERVICES

Chemketa received the Campus Veterans Resource Center grant from the state of Oregon (SB 143) and the second Round of the Kohlberg Prize grant from the Kisco Foundation. These grants have offered Chemeketa the opportunity to open up the college's first Veterans' Resource Center in Building 2, Room 116. This new facility provides study space that will allow student Veterans the chance to become more successful in the classroom and reach out to community services targeting veterans for assistance. As the center grows, so will the outreach and community engagement with veteran connectivity and community branding.

The department continues to maintain excellent compliance audit ratings. The 2017 statistics for the college carries an unduplicated student veteran count of 438 and more than \$1 million in associated benefits. The Veterans' Services Department continues to offer programming on both a recurring and as needed-basis to benefit both the veteran student population as well as the overall Chemeketa student population.

**2018–2019 FACULTY SABBATICAL LEAVE RECOMMENDATION
ONE-TERM SPRING 2019**

Prepared by

Theresa Yancey, Sabbatical Review Committee Co-Chair
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

In spring 2018, the College Board of Education approved seven (7) applications for a total of sixteen (16) terms of sabbatical leave for the 2018–2019 academic year, leaving eleven (11) terms of leave for one-term spring 2019 sabbaticals. Four (4) additional applications were submitted in fall 2018 for one-term spring 2019 sabbatical leaves. As noted in the collective bargaining agreement, “if all eligible leaves are not awarded by the April board meeting, applications for a spring leave will be accepted until October 1.”

The Sabbatical Review Committee reconvened fall 2018 and used the criteria and guidelines developed jointly by the faculty association and the college to review the applications. The committee, by consensus, recommended the four (4) applications be approved. Members of Instruction and Student Services concurred with the committee recommendation.

Board action will be requested at the January Board meeting for the following faculty:

Chris Nord—Mathematics, 1 term (spring)

Proposes drafting a free (eBook) or low-cost textbook for MTH112—Trigonometry. During his previous sabbatical in spring 2017, he drafted such a text for MTH060—Introduction to Algebra. This sabbatical allows him the opportunity to continue to collaborate with the college’s efforts to provide value and quality to students.

Teresa Prange—Business Management, 1 term (spring)

Proposes four main tasks: 1) increase skills in working on and gaining knowledge of social media platforms; 2) research the generational preferences for social media participation; 3) research social media privacy issues and develop recommendations for student privacy guidelines; and 4) provide knowledgeable instruction on social media topics, suggest generational appropriate platforms, and guide students to feel secure in social media participation.

Laura Scott—Developmental Writing/Reading, 1 term (spring)

Proposes continuing research from her first sabbatical in spring 2018, with an emphasis on mid-year accreditation recommendations provided to the developmental education program. Goal is to show how developmental courses support students’ learning all the way through to graduation, and to gain a better understanding of the connections.

Jan VanStavern—English, 1 term (spring)

Proposes investigating, engaging with, and sharing with her students and colleagues the relationship between poetry and technology for writing and for readers. Jan will create a multi-modal presentation and Annotated Bibliography of her findings for WR242 and ENG106.

STATEMENT OF BUDGET PRINCIPLES FOR 2019–2020

Prepared by

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

The Statement of Budget Principles for 2019–2020 is presented for the board’s information and review. These principles will be used in developing the 2019–2020 budget.



Budget Principles and Financial Environment
2019–2020 Fiscal Year

As stewards of public funds, the college considers budget principles and current financial environment when preparing the budget. Following are the college's budget principles and some of the key factors that affect the college's general fund resources and expenses for the 2019–2020 budget.

Budget Principles

Although it may affect programs and operations, the college's 2019–2020 budget will –

1. Ensure the college's strategic priorities and mission is fulfilled through the core themes of
 - a. Academic Quality
 - b. Access
 - c. Community Collaborations
 - d. Student Success
2. Consider decisions through the college values of
 - a. Collaboration
 - b. Diversity
 - c. Equity
 - d. Innovation
 - e. Stewardship
3. Maintain the following:
 - a. Enrollment, progression and completion targets
 - b. Staffing and facilities at sufficient levels to protect the college's infrastructure and ensure compliance with regulations and laws
 - c. Sufficient fund balance to –
 - i. Protect against unanticipated resource declines or cost increases that could jeopardize the future of Chemeketa
 - ii. Provide the flexibility to take advantage of opportunities
 - iii. Maintain a balanced operating budget to ensure the long-term fiscal health of the college
4. Invest in initiatives, strategies, programs and operations that will positively impact student completion and success.
5. Seek cost-sharing and revenue-producing opportunities that support Chemeketa's mission and strategic priorities such as grants, partnerships, self-support ventures and foundation assistance that may augment operations.

Financial Environment

Resources:

- a. State legislative appropriation: As is normal for the beginning of a new biennium, the legislative appropriation for the 2019–2021 biennium will be determined during the February to June 2019 legislative session. Currently, a wide range of funding for community colleges is being discussed; from the college’s current level of funding of \$570 million up to \$787 million. A funding level of \$787 million includes funding at the current service level of \$647 million plus two \$70 million policy option packages, one for additional student support and another for expanding the number of Career and Technology Education (CTE) diplomas and certificates. The legislature, through the Ways and Means Committee, will make the final decision on community college funding by the end of June.
- b. State support and distribution of resources (includes property taxes): The current model of enrollment-based funding and its alignment with state and institutional goals continues to be discussed at the Oregon President’s Council and the Higher Education Coordinating Commission (HECC). The HECC remains interested in exploring strategies for aligning state investments and goals across postsecondary education, though no changes are currently under consideration for the formula. Changes to the formula will impact the college’s share of state resources.
- c. Economic growth: The U.S. economic expansion continues with nearly all leading indicators suggesting continued growth. This trend is expected to continue for at least a few more years. Oregon’s economy continues to show healthy growth and has transitioned to slower, more sustainable rates of growth in the past year. The Oregon unemployment rate is slightly higher than the national average. Local unemployment rates are also very low. Marion, Polk and Linn counties are all slightly higher than statewide while Yamhill county is slightly below both the Oregon and national rates. Many employers continue to compete for qualified candidates leading to wage inflation, particularly in hard to fill positions.
- d. Enrollment: A strong economy tends to result in less enrollment as more individuals return to the workforce. Chemeketa is in the eighth consecutive year of declining enrollment. Enrollment impacts all three of the college’s major sources of revenue, tuition and fees, state funding and property taxes. Tuition and fees are impacted directly while state funding and property taxes are impacted through an enrollment-based funding distribution formula. The college budgeted for a three percent decline in enrollment for fiscal year 2018–2019. So far, the college is experiencing approximately a one percent decline in enrollment so the college is hopeful that the decline is nearing the end. The college is nearly at the same level of enrollment as in fiscal year 2005–2006 equating to a 28 percent decline since the peak enrollment levels of 2010–2011. For the 2019–2020 academic year, Chemeketa is projecting flat enrollment.

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December 19, 2018

- e. Tuition and fee revenue: For the current academic year, the per credit tuition and universal fee rates were increased by \$3 each per credit. The tuition rate is now \$87 per credit and the universal fee rate is now \$18 per credit. Chemeketa's annualized in-district cost per student remains the lowest of the 17 Oregon community colleges. The college is discussing realigning tuition and fee setting guidelines with the Board of Education and will make a recommendation for tuition and fee rates at the January 2019 board meeting.

Expenses:

Employee costs typically comprise approximately 80 percent of the college's general fund expenditures, and changes in compensation and benefits directly impact budgeting scenarios.

- a. As the college strives to retain and recruit qualified employees in this competitive labor market, wage inflation may have significant impact on costs. In addition, other unfunded mandates such as the Oregon minimum wage rate increase and House Bill 2005 pertaining to pay equity, may further impact salary costs.
- b. The college's two highest cost fringe benefits, Public Employee Retirement System (PERS) and health care, are also significant concerns.
 - i. Net employer PERS rates for the college will increase by an average of 3.1 percent of payroll for the 2019–2021 biennium. Equivalent increases are expected each biennium for the next two bienniums. The college plans to help mitigate the additional costs through more moderate rate increases and utilizing other designated reserves.
 - ii. Chemeketa's latest health insurance renewal resulted in modest increases for the current year. However, the long-term trajectory of health insurance rates is expected to grow at a higher rate than other expenses. Increased health insurance costs continue to be a concern, though the current employee contracts limit the cost increase to the college, the increases impact Chemeketa's employees.

PERSONNEL REPORT

Prepared by

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

NEW HIRES AND NEW POSITIONS

Aaron R. Baca, Maintenance/Trades Specialist—Capital Projects and Facilities, College Support Services Division, replacement, 100 percent, 12-month assignment, Range B-3, Step 1.

Bradlee J. Davis, Public Safety Officer I—Public Safety, College Support Services Division, replacement, 100 percent, 12-month assignment, Range B-2, Step 1.

Sheila R. Lorance, Interim Director-Public Safety—College Support Services Division, temporary replacement, 100 percent, 12-month assignment, Range D-1, Step 4.

Gary E. West, Instructor-Anesthesia Technician—Heather Sciences, Career and Technical Education Division, new position, 100 percent, 176 duty-day, annualized assignment, Range F-9, Step 12.

POSITION CHANGES

Viviani “Vivi” Caleffi Prichard, Diversity and Equity Officer—President’s Office Division, replacement, 100 percent, Range D-2, Step 7, from Compliance Director—Human Resources, Governance and Administration Division.

Sara M. Banning Hastings, Dean-High School Partnerships—Regional Education and Academic Development Division, replacement, 100 percent, Range D-3, Step 1, from Coordinator-Dual Credit—Regional Education and Academic Development Division.

RETIREMENTS

Susan L. McCaffrey, Coordinator-Emergency Services—Career and Technical Education Division, effective December 31, 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 November 30, 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 November 30, 2018

Chemeketa Community College
Statement of Resources and Expenditures
As of November 30, 2018

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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	16,094,882	75.74%	(5,155,118)
Tuition and Fees	20,200,000	11,543,699	57.15%	(8,656,301)
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	677,817	34.41%	(1,292,183)
Interest	440,000	248,003	56.36%	(191,997)
Miscellaneous Revenue	200,000	173,767	86.88%	(26,233)
Transfers In	500,000	-	0.00%	(500,000)
Fund Balance	10,000,000	9,921,723	99.22%	(78,277)
Total Resources	86,340,000	62,465,001	72.35%	(23,874,999)
Expenditures:				
Instruction	34,022,300	11,802,554	34.69%	22,219,746
Instructional Support	12,056,093	4,881,985	40.49%	7,174,108
Student Services	7,620,513	3,024,607	39.69%	4,595,906
College Support Services	16,241,866	6,227,627	38.34%	10,014,239
Plant Operation and Maintenance	6,624,228	2,332,795	35.22%	4,291,433
Transfers and Contingency	8,275,000	2,092,861	25.29%	6,182,139
Total Expenditures	84,840,000	30,362,429	35.79%	54,477,571
Unappropriated Ending Fund Balance	1,500,000	32,102,572		

Chemeketa Community College
Budget Status Report
As of November 30, 2018

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	8,271,303.00	3,355,478.79	4,672,656.10	243,168.11
6120	Classified Salaries	11,682,474.00	4,616,770.04	6,507,141.14	558,562.82
6124	Part-Time Hourly & Student Wages	1,286,540.00	501,159.36	-	785,380.64
6130	Faculty Salaries	16,042,074.00	5,362,765.30	10,015,098.27	664,210.43
6132	Part-Time Faculty	6,292,903.00	2,541,407.34	623,694.20	3,127,801.46
6510	Fixed Fringe Benefits	9,533,139.00	3,675,913.97	-	5,857,225.03
6511	Variable Fringe Benefits	13,564,449.00	4,863,414.51	-	8,701,034.49
6512	Other Fringe Benefits	380,000.00	125,124.00	-	254,876.00
	Subtotal Personnel Services	67,052,882.00	25,042,033.31	21,818,589.71	20,192,258.98

37.35%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Supplies	1,824,803.00	386,272.11	4,780.86	1,433,750.03
720	Equipment \$500-\$4,999	266,225.00	56,734.43	1,899.33	207,591.24
7300	Legal Services	115,094.00	15,428.77	44,400.00	55,265.23
7310	Insurance	619,080.00	498,841.18	-	120,238.82
7320	Maintenance	536,145.00	108,789.01	20,589.00	406,766.99
7330	Communications	868,942.00	291,371.37	-	577,570.63
7340	Space Costs	1,848,251.00	502,184.20	45,922.30	1,300,144.50
7350	Staff Development	132,851.00	54,408.71	-	78,442.29
7360	Travel	387,959.00	96,853.71	-	291,105.29
7370	Other Services	2,754,366.00	1,137,276.83	219,694.36	1,397,394.81
7550	Capital Outlay	158,402.00	79,373.72	-	79,028.28
8150	Transfers Out	4,775,000.00	2,092,861.23	-	2,682,138.77
8500	Contingency	3,500,000.00	-	-	3,500,000.00
	Subtotal Non-Personnel Services	17,787,118.00	5,320,395.27	337,285.85	12,129,436.88
	Report Totals	84,840,000.00	30,362,428.58	22,155,875.56	32,321,695.86

35.79%

STATUS OF INVESTMENTS AS OF NOVEMBER 30, 2018

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 11-30-2018</u>
Oregon Short-Term Fund - General	11-30-2018	On demand	\$35,967,410.93	2.50%
Oregon Short-Term Fund - Capital	11-30-2018	On demand	\$ 9,875,207.11	2.50%
<u>Other Investments</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
Discount Note – Federal Home Loan Bank	11-19-2018	06-21-2019	\$2,988,435.00	2.584%
Corporate Note – Royal Bank of Canada	11-20-2018	07-29-2019	\$2,985,786.00	2.875%
Corporate Note – Toronto Dominion Bank	11-20-2018	08-13-2019	\$2,980,370.83	2.904%
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%
Corporate Note – Bank of America	11-20-2018	04-21-2020	\$2,968,206.76	3.150%
Corporate Note – Westpac Banking Corp.	11-26-2018	05-26-2020	\$2,962,740.00	3.154%

13 week Treasuries 2.32% as of 11/30/2018

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
Work continues with partners on final design and other potential partnerships are still being explored.

See Appendix–2; Campus Map pages 90–91.

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.

The MARKETING, PUBLIC RELATIONS, AND FOUNDATION OFFICE received awards from the National Council for Marketing and Public Relations (NCMPR) District 7 Medallion Awards event in Boise, Idaho on October 10–12. Chemeketa Community College received a Gold award for the Best Website and a Bronze award for Best Promotional Brand Video; and the Chemeketa Foundation received a Gold award for Best Annual Report (2016 report). *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

PATTI SESSIONS, program chair and instructor in Business Technology, was awarded the Oregon Business Education Association's Post-Secondary Teacher of the Year Award at the Oregon Business Education Association (OBEA) Conference on October 26th. This award recognizes Patti's many contributions here at Chemeketa, but also as a statewide leader and educator. This award also makes Patti eligible for nomination for a Western Business Education Association award. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

DON KRAUS, Computer Information Science instructor, participated in writing an article about the applied baccalaureate degree partnership with Western Oregon University that highlights Chemeketa and is soon to be published. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

TAMARA TRATTNER, Early Childhood Education instructor, led the Child Development Center students and families holding a drive for emergency supplies that she delivered with the children to the Emergency Preparedness Drive in October. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

TERESA PRANGE, Business Management instructor, presented with HEATHER MARIGER, instructional accessibility advocate, at NW eLearn about developing online courses using accessible standards in course design and document development. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

LYNN IRVIN, executive assistant for College Support Services and the current president of the Oregon Chapter of the American Association of Women in Community Colleges (AAWCC), was on a LEADERS Institute panel at the National AAWCC Conference in Orlando, Florida, on

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October 29 and presented at two workshops, “Mentors and Mentees, Partners in Success,” and “Speak Up, How to Nail your Next Presentation,” at the Oregon AAWCC Conference in Portland on November 8 and 9. MEGAN COGSWELL, Apprenticeship director, also presented a workshop entitled “Planting Seeds: Recruitment Strategies and Challenges for Skilled Trades,” and ERIKA COKER coordinated the silent auction, along with the help of WENDY BAKER, that raised \$850 for scholarships. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

Board Vice Chair Diane Watson was appointed to the Association of Community College Trustees (ACCT) Diversity, Equity, and Inclusion Committee, and Board member KEN HECTOR, was re-appointed to the Public Policy and Advocacy Committee for another year. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

TRICIA BARRETT, NOL COBB, MEGAN COGSWELL, JOE SCHOMUS, TINA SLOAN, and WAYNE WINELAND from the Apprenticeship department hosted 68 students from five schools (Willamina, Chemawa, Stayton, Woodburn, and Perrydale) on November 14 and 112 students from seven schools (Newberg, Cascade, Amity, NeahKahnie, Gervais, Silverton and Jefferson) on November 16. Apprenticeship hosted two sessions each day, one in the morning and one in the afternoon. The students also visited IEC Oregon to learn about Electrician Apprenticeship each day. All the students rotated to three stations (30 minutes each), one in the Trades Information Center in Building 33 to learn about apprenticeship and to try hands-on activities; one in the sheet metal shop to learn the specifics of the trade; and a campus tour highlighting Applied Technologies programs. Students received Chemeketa bags from Marketing with viewbooks, pencils and candy. STUDENT AMBASSADORS and partners from Salem Heating and Sheet Metal helped make the event possible. *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

Thanks to the Holiday Social Committee planning members HOLLY COOK (coordinator), KAREN COVARRUBIAS, DEE DIXON, KRISTINA FOLLIS MWEPU, IRMA GUZMAN, ASHLEY HACKETT, LYNN IRVIN, TIM KING (co-chair), LAURA LEON-CIPRIANO, AMY MCKINLEY, ADAM MENNIG, BRIAN RADER, TERRY ROHSE (co-chair), and STEVE VINCENT for organizing the Holiday Social on December 5. For the first time ever, the Holiday Social was streamed to staff at the outreach campuses and centers. Special thanks to KERRY BURTIS and the CHEMEKETA CAROLERS for providing entertainment; ADAM MENNIG, who was the emcee; and staff from FACILITIES, MEDIA SERVICES, AUDITORIUM ASSISTANT SEAN WARNER, and NORTHWEST INNOVATIONS. Food gift certificates from donations by the Classified, Faculty, and Exempt Associations, and the sale of raffle tickets were given to families in need and have a Chemeketa connection. *(Value: Collaboration)*

NANCY DUNCAN and JAMIE WENIGMANN, Foundation staff, are thanked for coordinating a benefit event with the Salem Holiday Market on Friday, December 7. This was the opening night of the three-day Holiday Market which had wine tasting, hors d’oeuvres, and early shopping specials with proceeds from admission fees going to the Chemeketa Student Relief Fund. The Chemeketa Cellars booth was staffed by JESSIE SANDROCK and MEGAN JENSEN and board chair NEVA HUTCHINSON also had a booth. Thank you to the other departments who participated throughout the weekend, including: KERRY BURTIS and the CHEMEKETA CAROLERS, MEGAN GONZALEZ and the criminal justice students who coordinated traffic, GRECIA GARCIA PEREZ and student leaders who worked ticket booths and coordinated food pantry item donations, and PAM DITTERICK and EARLY CHILDHOOD

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EDUCATION students who staffed the kids corner activity booth. (*Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.*)

Thanks to the many faculty and staff who have been heavily involved in the instructional and service area program reviews which occur on a five-year cycle and encourages programs and service areas to reflect as a group on performance in relation to the college's mission and core themes. A total of 59 program and service reviews and presentations have been completed. The program and service reviews listed below have occurred since June 2018. (*Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.*)

Horticulture Program Review developed by faculty February–September 2018. October 2018 presentation by Program Chair JOLEEN SCHILLING, Horticulture student ERIK LINDQUIST and Horticulture program graduates ELLEN SELANDER, SAM SLATER, ALISON THOMAS, and HILLERY KEAIRNES.

English for Speakers of Other Languages (ESOL) Program Review developed by faculty September 2017–September 2018. October 2018 presentation by faculty JANNIE CROSSLER-LAIRD, Program Chair, GENEVIEVE HALKETT, DINA VALDIVIA, MELODY ABARCA-MILLAN, JOHN WHITNEY, MARY HUGHES, CHRISTINE NILE, and CHEILA RAMIREZ.

High School Partnerships Program Review developed by staff and faculty February–September 2018. October 2018 presentation by Dean JONATHAN TUCKER, Program Coordinator PEGGY MORRISON, faculty JUDITH ANDERSON, JESSICA HILFIKER, JEFF MCCABE, JESSICA WRIGHT, MATT KEELING, ALEJANDRA GALLEGOS, KEVIN OLSON, KARL MEINER and students ABBY KEPFORD, BEN SIGLER, and TONY SAAVEDRA.

Automotive Technology Program Review developed by staff and faculty June–November 2018. November 2018 presentation by faculty BRIAN MCLEARN, Program Chair, SAM OLHEISER, BRIAN COVEY, and DOUG ROGERS, and staff DANIEL PERKINS.

Separate Action-1
December 19, 2018

**RATIFICATION OF CHEMEKETA FACULTY ASSOCIATION
NURSING FACULTY COMPENSATION
[17-18-117]**

Prepared by

David Hallett, Vice President—Governance and Administration

CHEMEKETA FACULTY ASSOCIATION

The college administration and Chemeketa Faculty Association concluded negotiations on the Nursing Faculty Compensation as outlined by a Memorandum of Agreement for Article 23.A.8 of the Collective Bargaining Agreement. Details of the faculty contract have been discussed in executive session. Per Article 23.A.8 and for the duration of the 2017–2020 contract, full-time nursing faculty will be paid at the 196-day contract rate for the 2018–2019 academic year, but will only work 176 days, payment retroactive to July 1, 2018. Additionally, effective July 1, 2019, full-time nursing faculty will be paid at the 195-day contract rate but will only work 175-days.

It is recommended that the College Board of Education ratify the collective bargaining agreement with the Chemeketa Faculty Association to become effective July 1, 2018.

Separate Action-2
December 19, 2018

**APPROVAL OF RETIREMENT RESOLUTION
NO. 18-19-05, SUSAN L. MCCAFFREY
[17-18-118]**

Prepared by

David Hallett, Vice President, Executive and Governance
Julie Huckestein, President/Chief Executive Officer

The College Board of Education honors employees who retire after years of service to the college. Attached is a resolution honoring Susan L. McCaffrey, who retires effective December 31, 2018.

It is recommended that the College Board of Education adopt Resolution No. 18-19-05, Susan L. McCaffrey.

Separate Action-2
December 19, 2018

**RETIREMENT RESOLUTION NO. 18-19-05,
SUSAN L. MCCAFFREY**

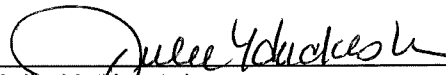
WHEREAS, Susan L. McCaffrey began her 39-year, 2-month association, as a salaried employee, with Chemeketa Community College in October, 1979; and

WHEREAS, Susan L. McCaffrey gave dedicated service to Chemeketa Community College currently as Coordinator-Emergency Services, Emergency Services Department of Career and Technical Education Division; therefore,

BE IT RESOLVED, that upon her retirement date of December 31, 2018, the College Board of Education hereby honors and commends Susan L. McCaffrey for her loyalty, dedication and personal commitment to Chemeketa Community College.



Neva Hutchinson
Board Chairperson



Julie Huckestein
President/Chief Executive Officer

Action-1
December 19, 2018

**APPROVAL OF ADVISORY COMMITTEES FOR 2018–2019
[17-18-119]**

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.

It is recommended that the College Board of Education approve the advisory committee membership lists for the 2018–2019 academic year.

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

Action-1
December 19, 2018

**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

APPROVAL OF COLLEGE POLICIES
#2275—COLLEGE TRADEMARK (LOGO);
#2470—MANDATORY CHILD ABUSE REPORTING POLICY; AND
#6040—CHEMEKETA COMMUNITY COLLEGE INVESTMENT POLICY
[18-19-120]

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.

It is recommended that the College Board of Education approve college policies #2275—College Trademark (Logo); #2470—Mandatory Child Abuse Reporting Policy; and #6040—Chemeketa Community College Investment Policy to become effective immediately.

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

Action-3
December 19, 2018

**APPROVAL OF APPOINTMENT OF BUDGET COMMITTEE MEMBERS
FOR ZONE 1, RESOLUTION NO. 18-19-06 AND ZONE 5, RESOLUTION NO. 18-19-07
[18-19-121]**

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.

It is recommended that the College Board of Education appoint Christopher D. Brantley, Zone 1, Resolution No. 18-19-06 and Ray Beaty, Zone 5, Resolution No. 18-19-07, each to a three-year term as representatives for the budget committee effective July 1, 2018.

Action-3
December 19, 2018

**RESOLUTION NO. 18-19-06
APPOINTMENT OF BUDGET COMMITTEE MEMBER FOR ZONE 1**

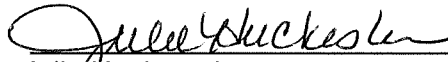
WHEREAS, the budget committee position for Zone 1 expired on June 30, 2018. In compliance with Chemeketa Community College Policy No. 1170, the College Board of Education approves appointments of members to a three-year term.

WHEREAS, the application of Christopher D. Brantley was reviewed and recommendation is made for his appointment to the Budget Committee for a three-year term.

BE IT RESOLVED, that the Board of Education appoint Christopher D. Brantley from Zone 1 to the Chemeketa Community College Budget Committee for a three-year term.



Neva Hutchinson
Chairperson



Julie Huckestein
President/Chief Executive Officer

12-19-18

Date

**RESOLUTION NO. 18-19-07
APPOINTMENT OF BUDGET COMMITTEE MEMBER FOR ZONE 5**

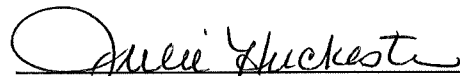
WHEREAS, the budget committee position for Zone ⁵ expired on June 30, 2018. In compliance with Chemeketa Community College Policy No. 1170, the College Board of Education approves appointments of members to a three-year term.

WHEREAS, an incumbent committee member who has served four years or less may be reappointed without advertising for additional applicants. Ray Beaty, Zone 5, has indicated a willingness to serve for another three-year term.

BE IT RESOLVED, that the Board of Education appoint Ray Beaty from Zone 5 to the Chemeketa Community College Budget Committee for a three-year term.



Neva Hutchinson
Chairperson



Julie Huckestein
President/Chief Executive Officer

12-19-18

Date

APPROVAL OF 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 [18-19-122]

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 five 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.

Action-4
December 19, 2018

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.

It is recommended that the College Board of Education approve 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 to become effective immediately.

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. ~~RR~~ 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
21. 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.⁴³
32. 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.^{5 4}
43. 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 bBoard of Education and to the general public stating the specific provision of law authorizing the executive session.^{6 5}
 - a. **Regular Board of Education Meetings**⁷⁶
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.

¹ ORS 192.404~~630~~

² ORS 192.640~~31~~, 641.357(2)

³ ORS 192.630 [1]

⁴ ORS 192.630[2]

⁵ ORS 192.630[3]

⁶ ORS 192.640(1)

⁷~~ORS 630-640~~

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS
(Continued)

b. Special and Emergency Board Meetings⁷

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 Meetings⁸

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 Sessions⁹

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.

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.

⁷ ORS 192.640

⁸ ORS 192.670

⁹ ORS 192.660

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS
(Continued)

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.²¹ The College Board of Education may waive the time requirement in matters of an emergency 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.

¹⁰ ORS 192.610, 192.710

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS
(Continued)

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

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.

¹¹ ORS 192.650

¹² ORS 192.650(2)

College Board of Education Series—1000

CHEMEKETA COMMUNITY COLLEGE BOARD OF EDUCATION MEETINGS
(Continued)

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.

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.

June 26, 1991

Adopted College Board of Education

February 15, 2006; July 15, 2009;

June 25, 2014

Revised College Board of Education

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. 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

[†]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

Action-5
December 19, 2018

**ACCEPTANCE OF 2017–2018 AUDIT REPORT
[18-19-123]**

Prepared by

Katie Bunch, Director—Business Services
Miriam Scharer, Associate Vice President/Chief Financial Officer
Julie Huckestein, President/Chief Executive Officer

The 2017–2018 college financial audit report is being submitted to the College Board of Education for approval. The approved audit report will be provided to legal counsel, executive team, and board representatives.

It is recommended that the College Board of Education accept the 2017–2018 college financial audit as submitted by Kenneth Kuhns & Company.

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.

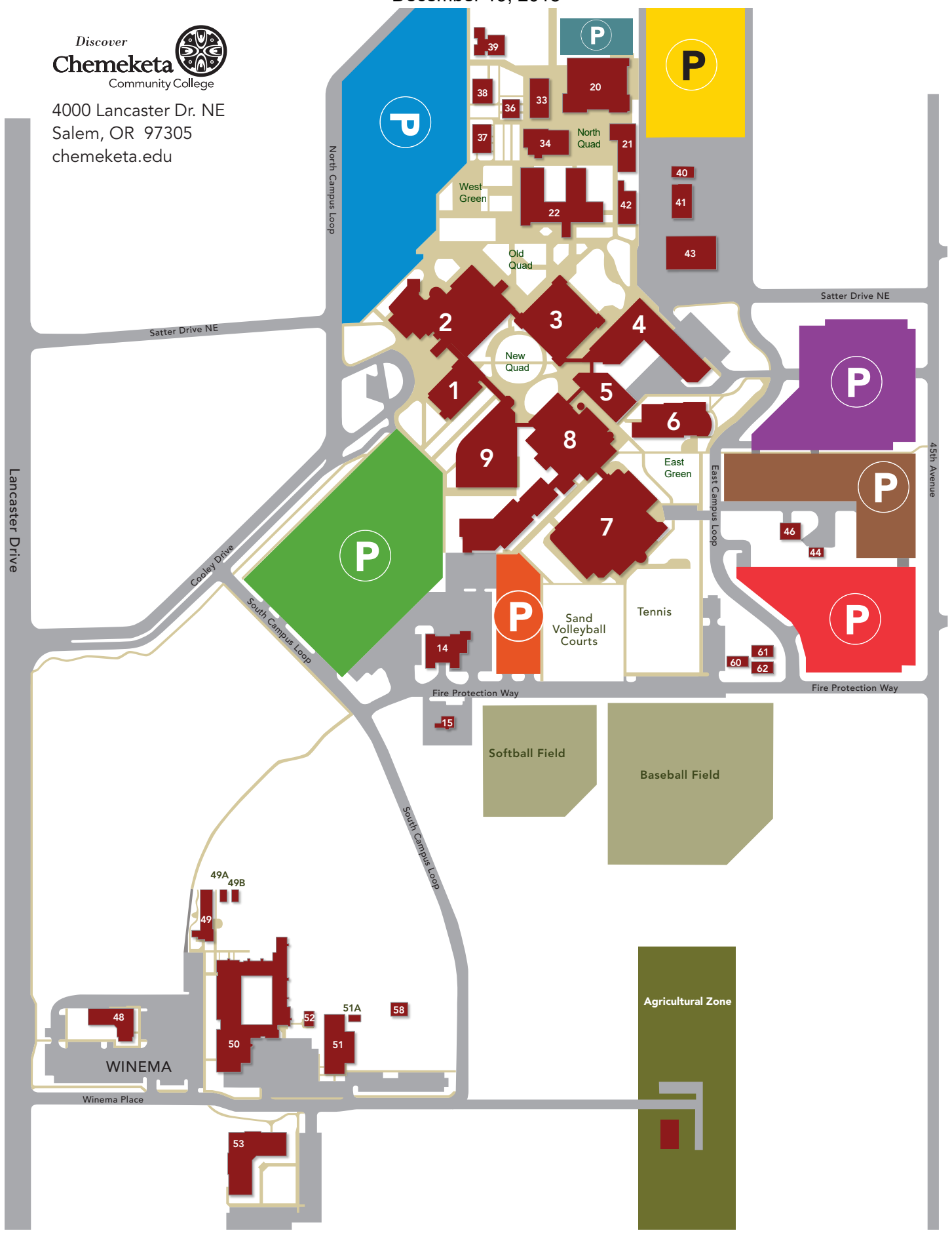
Innovation – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

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
December 19, 2018



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



Appendix-2
December 19, 2018

Salem Campus

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 Retention & College Life;
Student Support Services; Testing
Services
- 002 2nd Floor: Business Services; CAMP;
Chemeketa Completion Program;
Enrollment Center; Graduation
Services; Financial Aid; TRiO; Talent
Search; Upward Bound; Tutoring
Services; Veteran's Services; College
Support Service's; Human Resources;
Presidents Office; Public Information,
Marketing and Student Recruitment.
- 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;**
Scheduling; Television Studio
- 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
- Disability Services—2/174
- 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 Center—2/179
- Student Clubs—2/176
- Student Identification Cards—1/First Floor
- Student Accessibility Services—2/174**
- Study Skills—2/210
- 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

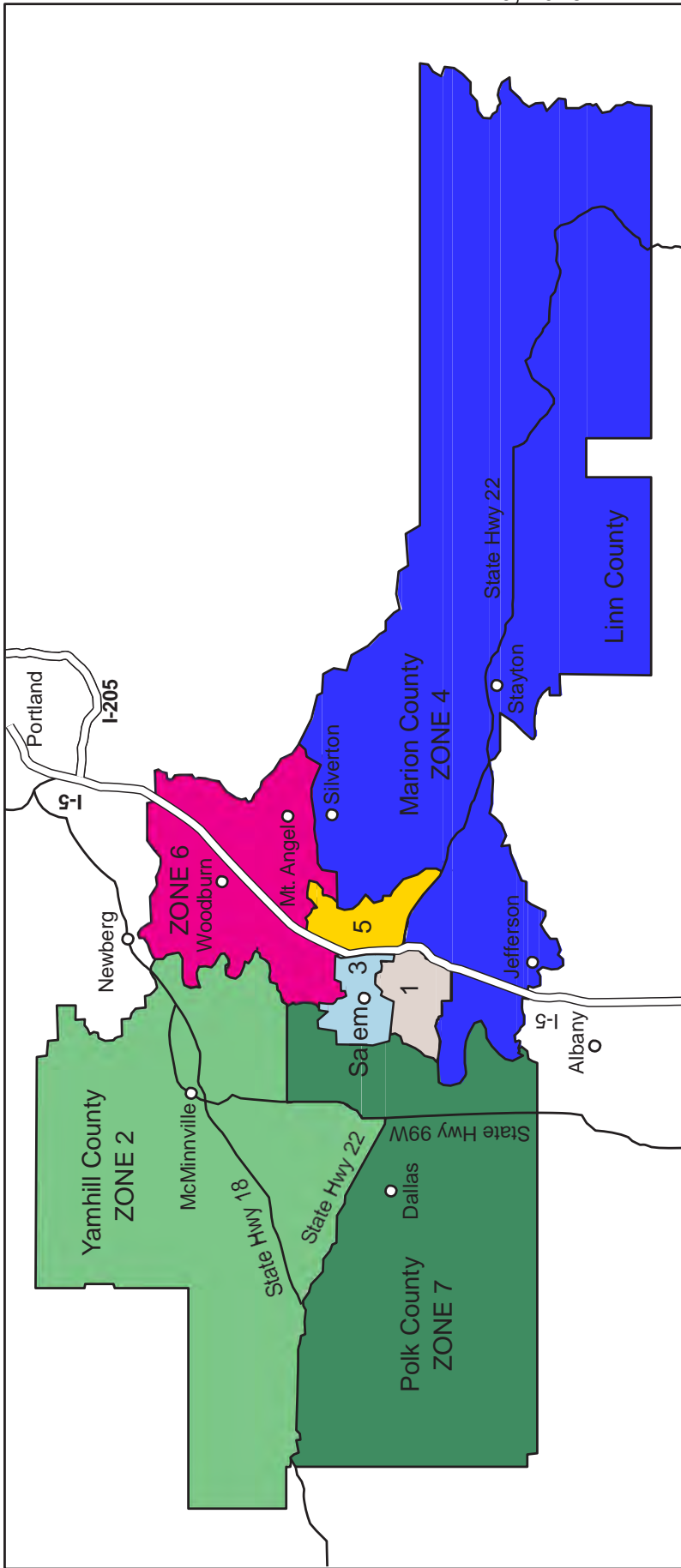
- Building 36—First floor
- Building 37—First floor
- Building 38—First floor
- Building 40—Second floor
- Building 50—First floor
- Building 51—First floor

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