

A large, stylized graphic of a fish, likely a salmon, is positioned on the left side of the page. The fish is rendered in a dark olive green color with white outlines for its scales and fins. It is facing right and is partially cut off by the left edge of the page. The background of the entire page is a light olive green with a subtle gradient.

Regular Meeting

**December 16, 2020**

CHEMEKETA COMMUNITY COLLEGE  
4000 Lancaster Drive NE  
Salem, Oregon

**BOARD OF EDUCATION**

Regular Meeting

**December 16, 2020**

CHEMEKETA COMMUNITY COLLEGE  
4000 Lancaster Drive NE  
Salem, Oregon

<b>I. Administration Updates</b>	<b>4:30–5:15 pm</b>	<b>Web Conferencing</b>
<b>II. Regular Session</b>	<b>5:30 pm</b>	<b>Web Conferencing / Live Stream</b>
<b>A. Call to Order</b>		
<b>B. Roll Call</b>		
<b>C. Comments from the Public</b>		
<b>D. Approval of Minutes</b> —Regular Board Meeting of November 18, 2020.		1–6
<b>E. Reports</b>		
1. Reports from the Associations		
a. Samantha Brennan	Associated Students of Chemeketa (ASC)	7–8
b. Steve Wolfe	Chemeketa Faculty Association	9
c. Terry Rohse	Chemeketa Classified Association	10
d. Marshall Roache	Chemeketa Exempt Employees Association	11
2. Reports from the College Board of Education		
3. Reports from Administration		
a. Jim Eustrom		
<b>F. Information</b>		
1. Advisory Committees for 2020–2021		12–43
Jim Eustrom, Vice President—Instruction and Student Services/ Campus President, Yamhill Valley		
2. Presentation of 2019–2020 Audit Report		44
Miriam Scharer, Vice President/Chief Financial Officer		
3. Academic Calendar for 2021–2022		45–47
Jim Eustrom, Vice President—Instruction and Student Services/ Campus President, Yamhill Valley		
4. 2019–2020 Financial Aid and Veterans Services Update		48–49
Jim Eustrom, Vice President—Instruction and Student Services/ Campus President, Yamhill Valley		

- |     |  |        |
|-----|--|--------|
| 5.  | 2020–2021 Faculty Sabbatical Leave Recommendation<br>One-Term Spring 2021<br>Jim Eustrom, Vice President—Instruction and Student Services/<br>Campus President, Yamhill Valley | 50     |
| 6.  | Elementary Education Major Transfer Map (MTM)<br>Jim Eustrom, Vice President—Instruction and Student Services/<br>Campus President, Yamhill Valley                             | 51–55  |
| 7.  | Cultural Competency Update<br>Jessica Howard, President/Chief Executive Officer  | 56–60  |
| 8.  | Statement of Budget Principles 2021–2022<br>Miriam Scharer, Vice President/Chief Financial Officer   | 61–61b |
| 9.  | Student-Initiated Fee (SIF) Referendum<br>Jessica Howard, President/Chief Executive Officer  | 62–64  |
| 10. | Suspension of Hemodialysis Technician Certificate of Completion<br>Jim Eustrom, Vice President—Instruction and Student Services/<br>Campus President, Yamhill Valley           | 65     |

**G. Standard Reports**

- |    |   |       |
|----|---|-------|
| 1. | Personnel Report<br>David Hallett, Vice President—Governance and Administration   | 66    |
| 2. | Budget Status Report<br>Miriam Scharer, Vice President/Chief Financial Officer  | 67–70 |
| 3. | Purchasing Report<br>Miriam Scharer, Vice President/Chief Financial Officer   | 71    |
| 4. | Capital Projects<br>Miriam Scharer, Vice President/Chief Financial Officer  | 72    |
| 5. | Chemeketa Community College COVID-19<br>Health and Safety Operational Plan<br>Miriam Scharer, President/Chief Executive Officer | 73    |
| 6. | Recognition Report<br>Jessica Howard, President/Chief Executive Officer   | 74–75 |

**H. Action**

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

- |    |   |             |    |
|----|---|-------------|----|
| 1. | Approval of Suspension of Health Information<br>Management Program<br>Jim Eustrom, Vice President—Instruction and Student Services/<br>Campus President, Yamhill Valley | [20-21-117] | 76 |
| 2. | Acceptance of 2019–2020 Audit Report<br>Miriam Scharer, Vice President/Chief Financial Officer  | [20-21-118] | 77 |



<b>I. Appendices</b>	
1. Mission – Vision – Values – Core Themes	78
2. Campus Map	79–80
3. District Map	81
<b>J. Future Agenda Items</b>	
<b>K. Board Operations</b>	
<b>L. Adjournment</b>	

Chemeketa Community College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, protected veteran status, age, gender, gender identity, sexual orientation, pregnancy, whistleblowing, genetic information, domestic abuse victim, or any other status protected by federal, state, or local law in any area, activity or operation of the college. The college also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under federal, state, or local laws.

Under college policies, equal opportunity for employment, admission, and participation in the college's programs, services, and activities will be extended to all persons, and the college will promote equal opportunity and treatment through application of its policies and other college efforts designated for that purpose.

Persons having questions or concerns about Title IX, which includes gender based discrimination, sexual harassment, sexual violence, interpersonal violence, and stalking, contact the Title IX coordinator at 503.584.7323, 4000 Lancaster Dr NE, Salem, OR 97305, or <http://go.chemeketa.edu/titleix>. Individuals may also contact the U.S. Department of Education, Office for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.

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

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

Minutes  
December 16, 2020

**APPROVAL OF BOARD MINUTES**

**Prepared by**

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

---

Minutes of the board meeting of November 18, 2020, are submitted for review by the board.

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

Minutes  
December 16, 2020

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

November 18, 2020

**I. EXECUTIVE SESSION**

Executive Session was called to order at 4:17 pm via Zoom. Executive Session was held in accordance with ORS 192.660(2)(h) legal rights.

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

**College Administrators in Attendance:** Jessica Howard, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus; and Miriam Scharer, Vice President/Chief Financial Officer, College Support Services.

Executive Session ended at 4:40 pm.

**II. ADMINISTRATION UPDATES**

Open session reconvened at 4:40 pm via Zoom. Updates were shared or discussed with the board on a debrief of the Oregon Community College Association (OCCA) conference; attendance to the Association of Community College Trustees (ACCT) National Legislative Summit in February; President's Goals for 2020–2021; legislative and hiring updates; winter term remote process; Community Education program; staffing update; contracts update; and board agenda preview.

A recess was taken at 5:21 pm.

**III. REGULAR SESSION**

**A. CALL TO ORDER**

Ed Dodson, Chair, reconvened the board meeting via Zoom at 5:30 pm.

**B. ROLL CALL**

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

**College Administrators in Attendance:** Jessica Howard, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus; and Miriam Scharer, Vice President/Chief Financial Officer, College Support Services.

**Board Representatives in Attendance:** Samantha Brennan, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA); Terry Rohse, Chemeketa Classified Association (CCA); and Marshall Roache, Chemeketa Exempt Association (CEA).

Minutes  
December 16, 2020

Meeting Minutes  
Chemeketa Board of Education  
November 18, 2020  
Page 2

**C. COMMENTS FROM THE AUDIENCE**

None

**D. APPROVAL OF MINUTES**

Ken Hector moved and Diane Watson seconded a motion to approve the minutes of October 21, 2020.

The motion CARRIED.

**E. REPORTS**

**Reports from the Associations**

Samantha Brennan, ASC coordinator, said the report stands as written. Samantha mentioned the last event for fall term has been completed, and it went well. Ken Hector gave kudos to Samantha and Antonio Martinez for doing a good job representing Chemeketa at the legislative meetings. The board applauded their good work.

Steve Wolfe, Chemeketa Faculty Association (CFA), had two report updates. The bargaining team is set to go for January, and Chris Nord, full-time faculty and vice president for CFA, will be the chair. The bargaining team member names will be added to the December report. Also, Steve mentioned the Oregon Department of Corrections (DOC) reversed their decision to end the ABE/GED and ESOL contracts with community colleges. It will be different than before, but most faculty and staff positions will be retained. Steve thanked everyone involved in this effort.

Terry Rohse, Chemeketa Classified Association, said the classified report stands as written with one change. Reshone Dean moved to the Apprenticeship department, not program. Terry Rohse thanked the administration for all of their efforts and amazing work in reducing employee layoffs by moving employees into open positions needing to be filled.

Marshall Roache, Chemeketa Exempt Association, said the exempt report stands as written. Marshall noted Celia Nunez, Interim Executive Director of the Chemeketa Center for Business & Industry (CCBI) was selected as a candidate for Oregon Executive Leadership Academy (OELA) and is starting her second session tomorrow.

**Reports from the College Board of Education**

Ken Hector attended legislative meetings via Zoom with Representatives Teresa Alonso Leon, and Brian Clem, quarterly Cities, County and Schools breakfast meeting, two Vice President of Student Affairs interviews, and the OCCA virtual conference.

Neva Hutchinson attended a Zoom legislative meeting with Representative Teresa Alonso Leon, two Vice President of Student Affairs interviews, quarterly Zoom meeting with Jessica, the OCCA virtual conference, and the Oregon Business Plan meeting.

Ron Pittman attended the Oregon Community College Association (OCCA) virtual conference, two Vice President of Student Affairs interviews, and met with Paul Davis and Danielle Hoffman for an update on the Yamhill Valley Campus (YVC).

Minutes  
December 16, 2020

Meeting Minutes  
Chemeketa Board of Education  
November 18, 2020  
Page 3

Jackie Franke attended legislative meetings via Zoom with Representatives Teresa Alonso Leon and Brian Clem, computer training, agenda review with Ed Dodson, two Vice President of Student Affairs interviews, Council of Governments (COG) annual meeting planning session, meeting with Diane McLaran to discuss community relations, the OCCA virtual conference, and participated in the COG Executive Director search.

Diane Watson attended two Vice President of Student Affairs interviews and the OCCA virtual conference.

Ed Dodson attended two Vice President of Student Affairs interviews, two Oregon Business Plan sessions, OCCA virtual conference, agenda review, an OCCA legislative committee, a Salem Chamber webinar, and the SEDCOR Forum.

#### **F. INFORMATION**

Jim Eustrom called out two items that weren't on the agenda that occurred this week.

Jim recognized Layli Liss, associate dean of the Center for Academic Innovation, and staff for putting on a successful virtual Sara Varnum Institute for part-time faculty. There were over 50 attendees from Chemeketa and 22 from around the state attending. Also, Jim thanked Steve Wolfe for an outstanding job on the program review for geography this week.

#### **Suspension of Health Information Management Program**

Jim Eustrom introduced Marshall Roache, interim executive dean of Career and Technical Education, and Sandi Kellogg, dean of Health Sciences, who shared the proposal to suspend the Health Information Management (HIM) program.

Sandi Kellogg shared several slides that spoke to the challenges the program is going through and stated this is a temporary suspension while working through COVID issues, practicum placements, curriculum revisions, and discussions regarding what the program should look like when it comes back on board. Ed Dodson asked if this was a family wage income job. Sandi said it was because of the accreditation process. Sandi added when the students in this program are finished, they can sit for the national exam. However, due to everything changing to remote delivery in this career field and the COVID shutdown, the program needs to make updates and changes. Marshall Roache mentioned even though there are challenges facing the program, this is an opportunity to come out stronger with a re-designed program to serve the students and industry better.

Ed Dodson asked when the new program would start. Sandi said the program can be put on hold for two years. Diane Watson asked if there are students in the pipeline and if they can sit for the exam without having to meet the new requirements. Sandi replied the class that is graduating in the spring will not have to meet the new requirements. Ken Hector asked about workforce demand for these types of positions. Sandi said employers are reaching out to let Chemeketa know they need people specifically for coding, data entry, and a variety of other positions. Part of the review of the program is determining if one to two-year certificates, specific to job-related work will meet workforce needs.



Minutes  
December 16, 2020

Meeting Minutes  
Chemeketa Board of Education  
November 18, 2020  
Page 4

**G. STANDARD REPORTS**

**Personnel Report**

David Hallett said the report stands as written. David mentioned the report reflects a total of 13 hires, which may seem like a lot of activity during these budgetary times, but there was a lot of strategic work to make these hires and position changes possible. Employee jobs affected through reduction in force were matched with open vacant positions, grant-funded positions were filled to comply with grant terms, some position changes are current employees shifting to new roles in the college, and positions that deemed critical were filled.

**Budget Status Report**

Miriam Scharer referred to the Statement of Resources and Expenditures and said tuition and fee revenue is lower than this time last year based on percentage of budget. Referring to the Budget Status Report, personnel expenditures are lower than this time last year due to vacant and held positions, and lower travel costs due to the college's restrictions on travel during the pandemic. However, insurance premiums are significantly higher than last year as shared during last month's board workshop. Overall, expenses are lower as a percentage of budget than this time last year. There was nothing significant to report on the Status of Investments.

**Capital Projects Report**

Rory Alvarez said the report stands as written. Rory mentioned the Diesel program should be wrapped up by the end of December and the Agricultural Complex shortly thereafter.

**Chemeketa Community College COVID-19 Health and Safety Plan**

John McIlvain, emergency and risk manager, noted there are no significant changes to the Chemeketa Community College COVID-19 Health and Safety Plan. However, a handful of events has the college assessing the impact to the plan. The governor's two-week freeze to stop the rapid spread of COVID-19 went into effect today. The Higher Education Coordinating Commission (HECC) believes that higher education institutions appear to be largely exempted from the new restrictions, but all activities not involving instruction must adhere to the corresponding business sector.

The Oregon Occupational Health and Safety Administration (OSHA) released its new Temporary Rule addressing COVID-19, which went into effect on Monday, November 16, 2020, and is expected to remain in effect until May 4, 2021. John shared some notable highlights. John and Regalada Lombardi, risk management coordinator, conducted an initial assessment of the OSHA Temporary Rule impact on the college and the COVID-19 Health and Safety Operational Plan, and the college is well on the way to accomplishing all of the requirements before the due dates. John stated the mandated COVID-19 Health and Safety Operational Plan is a workable plan that meets requirements established by the OSHA Temporary Rule.

Ed Dodson thanked John for his tremendous work effort. On a different note, Ken Hector thanked John for his outstanding leadership on the veteran's program that was put on to honor Chemeketa veterans.

Minutes  
December 16, 2020

Meeting Minutes  
Chemeketa Board of Education  
November 18, 2020  
Page 5

**Recognition Report**

Jessica Howard acknowledged all the employees in the written report.

**H. SEPARATE ACTION**

**Approval of Retirement Resolutions No. 20-21-05, Jeffrey “Jeff” L. Howard; and No. 20-21-06, Walter “Wally” J. Wharton.**

Ron Pittman read the retirement resolution for Jeffrey “Jeff” L. Howard; and Neva Hutchinson read the retirement resolution for Walter “Wally” J. Wharton.

Ron Pittman moved and Jackie Franke seconded a motion to approve Retirement Resolutions No. 20-21-05 for and No. 20-21-06.

The motion CARRIED.

**I. APPENDICES**

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

**J. FUTURE AGENDA ITEMS**

None were heard.

**K. BOARD OPERATIONS**

None were heard.

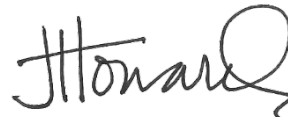
**L. ADJOURNMENT**

The meeting adjourned at 6:13 pm

Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Chair

December 16, 2020

Date

## **ASSOCIATED STUDENTS OF CHEMEKETA (ASC)**

### **Prepared by**

Samantha Brennan, ASC Executive Coordinator

---

### ASC / MSS PAST EVENTS

#### How to Navigate Campus Resources

- This is a Student Retention and College Life event that occurred twice on October 6, 11–12 am, and again from 2–3 pm. It focused on campus resources and how to access them through the online learning platforms. There was low student attendance, but the sessions were recorded and will be posted on the Student Life Canvas Page for students to access.

#### The Importance of Student Voters in Oregon

- This event took place Wednesday, October 7, at 1 pm. It was coordinated by Legislative Coordinator, Antonio Martinez. The event helped students learn their voting rights, as well as taught them how to vote, and if they were registered to vote. The event had low student attendance but was recorded and will be posted on the Student Life Canvas Page for students to access.

#### LGBTQIA+ Gender vs Sex and Pronoun Education

- This event took place Wednesday, October 14, focusing on the difference between gender and sex, and personal pronouns. It was hosted by Professor Peter Davis Jr. D.B.H, He talked about the origins of LGBTQIA rights, the different parts of the community, and the differences between sex and gender. There was a good turnout of 14–16 people, and there is a plan to repeat the event in winter term.

#### COVID-19 and Women's Health

- Kellee Borsberry, an RN and the clinical services manager and infection control officer for Northwest Human Services in Salem provided a Zoom lecture on both COVID-19 and Women's Health on October 15, from 11 am–12 pm. This was a Student Retention and College Life event.

#### Mental Health

- This event was for students to learn about mental health issues, coping mechanisms and the resources Chemeketa offers students in regards to mental health. This Zoom event was on October 20, from 11 am–12 pm. This was a Student Retention and College Life event.

#### Kahoot Trivia

- The ASC team organized a fun hour of trivia questions. Winners received a \$50 eGift card as a prize as well as an incentive to come to the event. This event took place October 21, at 1 pm via Zoom. Four students participated in this event, and though it was small, it was good and engaging.

Report-1a  
December 16, 2020

Q&A with the President

- ASC hosted an open forum for students to talk directly with President Howard. They were able to ask questions and learn more about what's going on at Chemeketa. The event took place October 28, at 1 pm in a Zoom conference. Roughly 18 students attended and actively participated in the conversation.

Post-Election Debrief

- Antonio Martinez, the legislative coordinator assembled an open forum for students to discuss the elections and the delay in ballot counting at the time. It was a safe place where students were able to practice civil discourse and discuss their opinions. It took place November 4, at 1 pm. Five students participated.

Council of Clubs

- The Council of Clubs was an opportunity for Student Clubs' coordinator Astra Underhill to meet with the different clubs and allocate club funds to each club. This event was held on October 23, via Zoom. Six clubs signed up and attended the council meeting. All clubs were awarded the club funds they asked for.

Kahoot

- The ASC team hosted a second Kahoot event; the attendance was low, but the event was good and the students who attended enjoyed it. It was offered on Zoom November 18, from 1–2 pm. Originally, the event was a Bingo game, but due to technological issues, the ASC decided to do another Kahoot event.

ASC open meetings

- During fall term, executive coordinator, Samantha Brennan, offered a monthly ASC meeting that was open to all Chemeketa staff and students. The students and staff were welcomed to speak at the meeting, and asked questions from their ASC team.

ASC / MSS FUTURE EVENTS

ASC open meetings

- Executive coordinator, Samantha Brennan, is offering a monthly ASC meeting during winter and spring terms that will be open to all Chemeketa staff and students. They will be welcome to speak during the meetings and be able to ask questions of their ASC team.

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

### **Prepared by**

Steve Wolfe, President—Chemeketa Faculty Association

---

As we near the end of fall term 2020, faculty and students look forward to winter break. It has been a challenging term, but Chemeketa instructors have worked hard to ensure students continue to receive a quality education.

### **MOU ON PAID PART-TIME OFFICE HOURS**

The College and CFA recently signed a Memorandum of Understanding (MOU) that will pay part-time and adjunct faculty for office hours. Instructors will be paid for one office hour per week per class at the required meeting rate for the remainder of the 2020–2021 academic year, provided classes are still being taught remotely. The CFA leadership appreciates the College using CARES Act funds for this purpose, since it recognizes and compensates part-time and adjunct faculty for their efforts on behalf of students. It will also help students be more successful as they have more opportunities to connect with their instructors.

### **NEW BARGAINING TEAM**

As reported last month, the current CFA Collective Bargaining Agreement is just for the 2020–2021 academic year, expiring after June 30, 2021. Bargaining a new contract is expected to resume in January 2021. In preparation for this, CFA has formed a new bargaining team and plans to survey faculty soon to determine bargaining priorities. The bargaining team includes members from various programs and areas of the college and has a good mix of full-time and adjunct faculty.

CFA bargaining team members are:

- Chris Nord (chair) – Full-time math instructor
- Amanda Knopf – Adjunct writing instructor
- Carlos Lopez – Full-time sociology instructor
- Sheldon Schnider – Full-time machining technologies instructor
- Karen Stevens – Full-time counselor
- Mariah Tilman – Adjunct geology instructor

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

### **Prepared by**

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

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

Terry Rohse, President—Chemeketa Community College Classified Employees Association

---

### **WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS**

- On November 30, 2020, Nicholas Adelman was hired for the position of Technology Analyst II in the Information Technology department.
- On December 7, 2020, Susana Garcia was hired as Student Services Specialist in the department of Academic Development. Susana is returning to Chemeketa after working outside the college, and will be joining the same department. Susana previously served as a Director of Union Stewards on the CCA Board. Welcome back, Susana!

### **“CCA CARES” FACE MASKS**

In the interest of personal safety, the association distributed 100 face masks with the logo “CCA Cares” to classified members, with the priority to those who work on campus and then to others as the supply lasted. CCA is in the process of getting 50 additional face masks because of the enthusiastic response and to give the same opportunity to the newest classified employees.

### **HOLIDAY SOCIAL DONATIONS**

The Classified Association plans to participate in the Virtual Holiday Social this year with a donation of \$500. This will provide grocery gift cards to employees and students in need this holiday season. Each year the CCA is moved by the personal stories from recipients of these gift cards. The CCA is proud to be part of this outreach to Chemeketa colleagues who are struggling this year with the hope to make things easier for them to enjoy the holidays with their families!



**CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION**

**Prepared by**

Lynn Irvin, Vice President—Chemeketa Community College Exempt Association  
Marshall Roache, President—Chemeketa Community College Exempt Association

---

An exempt association board meeting was held on Monday, November 30. Jamie Wenigmann, Director of the Chemeketa Foundation, spoke about the impact of exempt association scholarships and the importance of giving to the fund. The board spent some time brainstorming ways to encourage exempt employees to support the foundation and scholarships. They also talked about the purpose of the association, the process for enrolling new members as well as how to support all exempt employees.

**ADVISORY COMMITTEES FOR 2020–2021**

**Prepared by**

Holly Nelson, Executive Dean—Regional Education and Academic Development  
Marshall Roache, Interim 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 335 community members serving on college advisory boards.

The College Board of Education will be asked to approve the Advisory Committee membership lists for 2020–2021 at the January board meeting.

**Chemeketa Community College  
Advisory Committees  
2020–2021**

**Role**

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

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

**Advisory Committees**

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

**Accounting Advisory Committee  
2020–2021**

**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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Jackson	Vickie	AccurAccounts, Inc.	Keizer
Member	Hamilton	Robert	State of Oregon	Salem
Member	Miller	Alex	Alex Miller, CPA	Newberg
Member	Minto	Kristi	Hoots, Baker & Wiley PC	Salem
Member	Robinson	Jason	State of Oregon	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**AgriBusiness Management Advisory Committee  
2020–2021**

Non-credit Workforce Training

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Kolb	Sean	NWFCS	Salem
Member	Wymore	Nick	Columbia Bank	Salem
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	Gamroth	Dennis	Pacific Risk Management, Inc.	Salem
Member	Beilke	Terry	Beilke Family Farms	Brooks
Member	Fitts	Joseph	Aldrich Advisors	Salem
Member	Stein	Ralph	Yamhill Vineyards	Yamhill
Ex-Officio Faculty	LaVine	Phil	Chemeketa Community College	Salem
Program Director	Cheyne	Larry	Chemeketa Community College	Salem

**Anesthesia Technician Advisory Committee  
2020–2021**

**Degrees and Certificates**

Anesthesia Technology Associate of Applied Science

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Bay	Nathan	Kaiser Permanente	Salem
Member	Clark	Lisa	Willamette Valley Medical Center	McMinnville
Member	Craft	Gregory	Salem Health	Salem
Member	Douglas	Angela	Salem Health	Salem
Member	Dumanovsky	Alex	OAG PC Groups	Salem
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  
2020–2021**

**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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Pastre	Chris	Capitol Auto Group	Scio
Member	Bowyer-Gottfried	Amy	Oregon State Police	Aumsville
Member	DeLess	Steven	Capitol Toyota	Salem
Member	Gutierrez	Jose	Capital Transmission	Salem
Member	Jensen	Craig	Davison Auto Parts	Silverton
Member	Lucas	Shawn	Capitol Chevrolet Cadillac	Salem
Member	Peterson	Robert	Brooks Automotive	Brooks
Member	Ragan	Margaret	Northwest Automotive Trades Association	Portland
Member	Buchheit	Mathew	Howell Automotive	Silverton
Member	Lehman	Evan	Roberson Motors	Salem
Member	Rife	Robert	AJ's Automotive	Salem
Program Dean	Cobb	Nol	Chemeketa Community College	Salem

**Building Inspection Technology Advisory Committee  
2020–2021**

**Degrees and Certificates**

Building Inspection Technology Associate of Applied Science

Building Inspector Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Carlson	Dan	City of Wilsonville	Wilsonville
Member	Cuno	Ted	City of Woodburn	Woodburn
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
Chair	Tamerhoulet	Rebai	City of Salem	Salem
Ex-Officio	Salinas-Oliveros	Rebecca	Chemeketa CWE	Salem
Member	Scheid	Randy	Deschutes County	Redmond
Program Director	Miller	Glen	Chemeketa Community College / Polk Center	Dallas

**Business Management Advisory Committee  
2020–2021**

**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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Molyneaux	Erin	Phiz Spa	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  
 2020–2021**

**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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Adkins	Michele	Salem Electric	Salem
Member	Alderin	Stefanie	Westech Engineering, INC	Salem
Member	Gregg	Mel	City of Salem - Human Resources	Salem
Member	Kile	Sarah	Oregon Division of Financial Regulation	Salem
Member	Mendez	Susi	Keri Trask Zazarus Law Offices	Salem
Member	Noriega	Yeseria	City of Salem	Salem
Member	O'Mara	Lori	Marion County Sheriff Dept.	Salem
Member	Sime	Kathy	Salem Police Dept	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Computer Information Systems Advisory Committee  
2020–2021**

**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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
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	Conner	Shayna	State of Oregon Higher Education	Salem
Member	Dyke	Paul	State of Oregon	Salem
Member	Farris	Ammon	Helion Software, Inc.	Salem
Member	Hinds	Drew	Silver Falls School Dist.	Silverton
Member	Miller	Jordan	PH TECH	Salem
Member	Palacios	Dan	Dept. of Consumer and Business Services	Salem
Member	Rich	Kevin	Bookbyte	Salem
Member	Smith	Greg	Salem Keizer School Dist.	Salem
Member	Zavala	Francisco	Linn Benton Lincoln ESD	Albany
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Criminal Justice Advisory Committee  
2020–2021**

**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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Daniel	Mark	Mt. Angel Police Department	Mt. Angel
Member	Arthur	Dylan	Oregon Board of Parole & Post-Prison Supervision	Salem
Member	Haines	Isaiah	Monmouth Police Department	Monmouth
Member	Hightower	Tracie	Oregon Youth Authority	Salem
Member	Landers	Jeremy	Marion County Sheriff's Office	Salem
Member	Miller	Skip	Salem Police Department	Salem
Member	Plummer	Teresa	Oregon Department of Corrections	Salem
Member	Taylor	Don	Turner Police Department	Turner
Program Dean	Roache	Marshall	Chemeketa Community College	Brooks



**Dental Assisting Advisory Committee  
2020–2021**

**Degrees and Certificates**

Dental Hygiene Bachelor of Science (Oregon Institute of Technology partnership)

Dental Assisting Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Carriger	Haylee	Kaiser Permanente	Salem
Vice Chair	Estrada	Melissa	NW Dental Arts & Sleep Therapy	Salem
Member	Frankel	Jennifer	NW Dental Arts & Sleep	Salem
Member	Ray	Dr. Tricia	Private Practice	Salem
Member	Woolsey	Dr. Matthew	Private Practice	Dallas
Member	Zimmerman	Rachel	Dr. Eyre-Dental Practice	Salem
Member	Hendrix	Paula	OIT Dental Hygiene Program	Salem
Member	Rollins	Abigail	OIT Dental Hygiene Program	Salem
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Drafting Technology Advisory Committee  
2020–2021**

**Degrees and Certificates**

Computer-Assisted Drafting (CAD) Associate of Applied Science

Architectural Drafting Certificate of Completion

Computer-Assisted Drafting (CAD) Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	DeLeon	Eric	Otak	Portland
Member	Benthin	Lyndsay	Jacobs	Corvallis
Member	Crabb	Sean	MSC Engineers, Inc.	Salem
Member	Dibble	Robert	Oregon Department of Transportation	Salem
Member	Galindo	Jahaziel	Galindo Drafting & Design LLC	Salem
Member	Merritt	Josh	Lenity Architecture	Salem
Member	Tallan	Todd	Westech Engineering	Salem
Member	Washburn	Christopher	Valley Fabrication Corp.	Brooks
Program Dean	Cobb	Nol	Chemeketa Community College	Salem

**Early Childhood Education Advisory Committee  
2020–2021**

**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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Judge	Megan	Parent advisory representative	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	Suefert	Julie	Community Action Head Start	Salem
Member	Vandehey	Shannon	Community Action Child Care Resources	Salem
Student	Vargas	Elvia	Chemeketa Student	Salem
Member	Weatherly	Cheryl	Salem-Keizer Head Start	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Electronic Technologies and Robotics Advisory Committee  
2020–2021**

**Degrees and Certificates**

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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Cunningham	Joseph	Oregon Department of Transportation	Salem
Vice Chair	Grunberg	Keith	Hunter Communications	Keizer
Member	Bailey	Scott	Test Products International	Beaverton
Member	Bennett	Joan	Retired Industry Member	Salem
Member	Blair	Ray	CISCO Systems	Lake Oswego
Member	Haider	Laer	Oregon DHS, OHA	Salem
Member	Halleen	Eric	Fortinet	Salem
Member	Harris	Blain	Dallas Glass	Dallas
Member	Hughes	David	FLIR Systems	Wilsonville
Member	Luebbers	Dominic	Oregon State Police	Salem
Member	Pashley	Brian	Micro Systems Engineering, Inc.	Lake Oswego
Member	Rosanbalm	Michael	unknown	Aumsville
Member	Scott	John	Truitt Bros. Inc.	Salem
Member	Vargas	Eric	Oregon Department of Transportation	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Emergency Medical Technology Advisory Committee  
2020–2021**

**Degrees and Certificates**

Paramedicine Associate of Applied Science

Emergency Medical Technician Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Brumfield	Todd	Dallas Fire Department	Dallas
Member	Bauscher	Will	Corvallis Fire Department	Corvallis
Member	Black	Matt	Falck Ambulance	Salem
Member	Bohrer-Clancy	Jesse	Silverton Hospital	Silverton
Member	Fleck	Don	Public Member	Mt. Angel
Member	Grimes	Toni	Woodburn Ambulance	Woodburn
Member	Hanifan	Amy	McMinnville Fire Department	McMinnville
Member	Mauer	Adam	Santiam Hospital	Stayton
Member	Mayfield	Mike	Polk County Fire District #1	Independence
Member	McMann	Kyle	Marion County Fire District #1	Salem
Member	Russell	Ryan	Keizer Fire District	Keizer
Member	Schulze	Damon	Sheridan Fire District	Sheridan
Program Dean	Roache	Marshall	Chemeketa Community College	Brooks

**Fire Protection Technology Advisory Committee  
2020–2021**

**Degrees and Certificates**

Fire Prevention Associate of Applied Science

Fire Suppression Associate of Applied Science

Fire Service Supervision and Management Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Blanco	Hector	Keizer Fire District	Keizer
Member	Cane	Jason	Oregon Office of State Fire Marshal	Salem
Member	Hadley	Greg	Salem Fire Department	Salem
Member	Haven	Alex	Newberg Fire	Newberg
Member	Hoxie	Sean	Dallas Fire Department	Dallas
Member	Hume	Alan	Sublimity Fire District	Sublimity
Member	McMann	Kyle	Marion County Fire District #1	Salem
Member	Olsen-Fink	Julie	DPSST	Salem
Member	Schulze	Damon	Sheridan Fire District	Sheridan
Program Dean	Roache	Marshall	Chemeketa Community College	Brooks



Information-1  
December 16, 2020

**Health Information Management Advisory Committee  
2020–2021**

**Degrees and Certificates**

Health Information Management Associate of Applied Science

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Brainard	Susan	Santiam Hospital	Stayton
Chair	Robinson	Alice	Legacy Health	Salem
Member	Burkett	Floyd	Department of Corrections OSCI/SCI/MCCF/OSP-M	Salem
Member	Deaton	Kathy	WVP Medical Group	Dallas
Member	Layton	Michelle	Salem Clinic	Salem
Vice Chair	Spears	Lisa	WVP Boulder Creek Clinic	Salem
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Hemodialysis Technician Advisory Committee  
2020–2021**

**Degrees and Certificates**

Hemodialysis Technician Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Beatty	Kendall	Fresenius Medical Care	Beaverton
Member	Kaczor-Roach	Stacy	DaVita	Salem
Member	Rodriguez	Trish	DaVita	Portland
Member	Mayer	Joanne	Fresenius Medical Care	Tualatin
Member	Levesque	Di	Fresenius Medical Care	Albany
Member	Fiegi	Linda	Fresenius Medical Care	West Salem
Member	Brown	Melissa	DaVita	McMinnville
Program Director	Davis	Paul	Chemeketa Community College/ Yamhill Valley Campus	McMinnville

**Horticulture Advisory Committee  
2020–2021**

**Degrees and Certificates**

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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Tancredi	Val	Retired Irrigation Consultant	Salem
Chair	Zielinski	Josh	Alpha Nursery	Salem
Member	Bailey	Rod	Alder Springs Enterprises	Salem
Member	Burk	Taylor	Heritage Seedling Service	Salem
Member	Hibbard-Swanson	Jared	Marion-Polk Food Share	Salem
Member	Ray	Tim	Dallas School District	Dallas
Member	Knobloch	Brenda	Salem-Keizer Education Foundation	Salem
Member	Stone	Jeff	Oregon Association of Nurseries	Wilsonville
Member	Smith	Brian	City of Salem Parks	Salem
Ex-Officio Faculty	Schilling	Joleen	Chemeketa Community College	Salem
Ex-Officio Faculty	Hensel	Kaley	Chemeketa Community College	Salem
Program Director	Cheyne	Larry	Chemeketa Community College	Salem

**Hospitality and Tourism Management Advisory Committee  
2020–2021**

**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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Campuzano	Kara	Salem Conference Center	Salem
Member	Dodge	Ron	Oregon Department of Education	Salem
Member	Erickson	John	MERC	Portland Metro
Member	Fahey	Ryan	Spirit Mountain	Grand Ronde
Member	Fitzgerald	Kristi	Confetti Cupcake	McMinnville
Member	Huey	Sean	Spirit Mountain	Grand Ronde
Member	Jaworski	Chris	COHO Services	Willamette Valley
Member	Knapp	Jeff	Visit McMinnville	McMinnville
Member	McColly	Marla	ORLA	Wilsonville
Member	Neskahi	Kinji	Hilton	Salem
Member	Nieto-Centeno	Courtney	Independence Hotel	Independence
Member	Paraskevas	Alex	Sedcor	Independence
Member	Thompson	Krista	Kiwanda Hospitality Group	Pacific City
Member	Bakun	Irena	ORLA	Wilsonville
Member	Perle	Ben	Atticus Hotel	McMinnville
Member	Popkin	Wendy	ORLA	Wilsonville
Member	Sittisuphachoke	Jeff	Spirit Mountain	Grand Ronde
Member	Tzeo	Meuy	Holiday Inn Express	Keizer
Director	Davis	Paul	Chemeketa Community College/ Yamhill Valley Campus	McMinnville

**Human Services Advisory Committee  
2020–2021**

**Degrees and Certificates**

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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Blea	Phillip	Marion County Behavioral Health	Salem
Member	Deets	Kyle	Catholic Community Services	Salem
Member	Erb	Ashley	Shangri-La	Salem
Member	Hill	Beth	Shangri-La	Salem
Member	Jenne	Maureen	Emergence Addiction & Behavioral Therapies	Eugene
Member	Lief	Jennifer	Polk County Mental Health & Addiction Services	Dallas
Member	Miller	Kyle	Family Services Specialist MWVCAA Head Start and EHS	Salem
Member	Northcott	Kevin	Bridgeway Recovery Services	Salem
Member	Pritt	Tanya	Milestones Family Recovery	Corvallis
Member	Salazar-Allen	Jackie	Partnerships in Community Living, Inc.	
Member	Winningham	Robert	Western Oregon University	Monmouth
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Machining Technology Advisory Committee  
2020–2021**

**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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Benjamin	John	SECO Tools, LLC	Tualatin
Member	Amsden	Chris	Allied Systems	Sherwood
Member	Davis	Jeremiah	A-dec	Newberg
Member	Hickman	Jim	West Salem Machinery	Salem
Member	Jones	Travis	Innovative Manufacturing and Design	Silverton
Member	Keyser	Mike	Hill Brothers Machine	Salem
Member	Mead	Brian	Allied Systems	Sherwood
Member	Witmer	Steve	DMG Mori	Salem
Program Dean	Cobb	Nol	Chemeketa Community College	Salem

**Medical Assisting Advisory Committee  
2020–2021**

**Degrees and Certificates**

Medical Assisting Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Powers	Nichole	Kaiser Permanente	Salem
Vice Chair	Deaton	Kathy	WVP Medical Group	Dallas
Member	Blair	Tashina	Grand Ronde	Grand Ronde
Member	Easterly	Kenna	Willamette Valley Clinics	McMinnville
Member	Eldridge	Michelle	WVP Medical Group	Salem
Member	Irving	Loretta	OSCI	Salem
Member	Kunis	Debbie	West Hills Healthcare	McMinnville
Member	Opitz	Heather	West Hills Healthcare	McMinnville
Member	Pollard	Kimberly	Salem Clinic	Salem
Member	Turnidge	Pearl	Willamette ENT	Salem
Member	Lares	Judy	Woodburn Pediatric	Woodburn
Member	Martinez	Celina	Woodburn Pediatric	Woodburn
Member	King	Marcie	WVMC	McMinnville
Member	Alinari	Shelli	Santiam Health	Corvallis
Member	Bone	Michael	WVMC	McMinnville
Member	Albers	Melissa	Cascade Foot Center	Salem
Member	McGregor	Wendy	WVP Health	Salem
Member	Behrend	Lisa	PMC	McMinnville
Member	Maxwell	Bailie	PMC	McMinnville
Member	Nichols	Caitlin	Silver Falls Dermatology	Salem
Member	Yang	Linda	Silver Falls Dermatology & Allergy	Salem
Member	Koepplin	Tracie	PMC	McMinnville
Member	Konzelman	Megan	Samaritan Health	Corvallis
Member	Croxford	Cristen	PMC	McMinnville

Information-1  
December 16, 2020

Member	Rosenwig	Tamantha	PMC	McMinnville
Member	Nelson	BillieJo	Providence	Newberg
Member	Kenaston	Alicia	Santiam Health	Stayton
Member	Detrick	Harmony	Santiam Health	Stayton
Member	Fraser	Linda	Santiam Health	Stayton
Program Director	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville



**Nursing Education Advisory Committee  
2020–2021**

**Degrees and Certificates**

Nursing Associate of Applied Science  
Practical Nursing Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	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
Chair	Irving	Loretta	Oregon Department of Corrections	Salem
Member	Luco	Tess	Samaritan Health Services	Corvallis
Member	Raikes	Christopher	Oregon State Hospital	Salem
Member	Rivera	Amanda	McKay High School Health Occupations	Salem
Member	Rothenberger	Katrina	Marion County Health Department	Salem
Member	Scheel	Julianne	Willamette Valley Medical Center	McMinnville
Member	Schoenthal	Dawne	Samaritan Health Services	Corvallis
Member	Shaw	Roxanne	Samaritan Health Services	Corvallis
Member	Shubin	Desi	Willamette Valley Medical Center	McMinnville
Chair	Wolfe	Sarah	Salem Hospital	Salem
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Occupational Skills Training Advisory Committee  
2020–2021**

**Degrees and Certificates**

Occupational Skills Training Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Mallery	Elizabeth	South Salem Vocational Rehabilitation Services	Salem
Member	Canida	Karla	Salem-Keizer School District	Salem
Member	Garren	Steve	Oregon DMV	Salem
Member	Johnson	Neil	WorkSource Oregon	Salem
Member	Machado	Jessica	U.S. Dept. of Veterans Affairs	Eugene
Member	Marinos	Deborah	Adaptability for Live	Silverton
Member	Nichols	Marilyn	Oregon State Hospital	Salem
Member	Straub	Michaela	Youth Transition Program, Silver Falls School District	Silverton
Member	Sisemore	Linda	North Salem Vocational Rehabilitation Services	Salem
Member	Ulrich	Marilyn	Oregon Employment Department Trade Act.	Salem
Member	Young	Cheryl	Marion-Polk Food Share	Salem
Program Dean	Cobb	Nol	Chemeketa Community College	Salem

**Pharmacy Technology Advisory Committee  
2020–2021**

**Degrees and Certificates**

Pharmacy Management Associate of Applied Science

Pharmacy Technician Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Christopher	Elizabeth	Pharmacy Technician	
Member	McCain	Kristyn	Fred Meyer	Salem
Vice Chair	Aysheh	Nesreen	Pharmacy Technician	Salem
Member	Grant	Amber	Pill Box	Silverton
Member	Wells	Kenneth	Oregon State University	Junction City
Member	Zimmerman	Steven	Salem Hospital	Salem
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Speech-Language Pathology Assistant Advisory Committee  
2020–2021**

**Degrees and Certificates**

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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Price	Jennie	Intermountain ESD	Pendleton
Vice Chair	Ginley	Susan	Portland State University	Portland
Member	Eustice	Hailey	Mighty Oaks Speech Therapy Center	Albany
Member	Allman	Shannon	Hermiston School District	Hermiston
Member	Gage	Susan	Salem Keizer School District	Salem
Member	Roberts	Heidi	Shepherd Health Care System	Hermiston
Member	Regan	Valerie	Private Practice, Adjunct	Portland
Program Director	Davis	Paul	Chemeketa Community College/ Yamhill Valley Campus	McMinnville

**Visual Communications Advisory Committee  
2020–2021**

**Degrees and Certificates**

Graphic Design Associate of Applied Science

Interactive Media Associate of Applied Science Option

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Lyon	Jessica	Pivot	Turner
Member	Bolesky	Jeremy	Create Good Studio	Portland
Student	Campbell	Delaney	Chemeketa Student	Salem
Member	Cardwell	Duane	Cardwell Creative	Salem
Student	Leshchenko	Anastasiia	Chemeketa Student	Salem
Member	Lloyd	Beth	Oregon Lottery	Salem
Member	Mair Lowery	Matt	Groundwork UX	Milwaukie
Member	Peterson	Mike	5ive Marketing	Salem
Member	Schelar	Brooke	Common Era Collective	Salem
Member	Thomas	Vin	Fixel	Salem
Member	Walker	Griffin	Secretary of State's Office	Salem
Member	Wright	Mike	Willamette University	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Welding Technology Advisory Committee  
2020–2021**

**Degrees and Certificates**

Welding Fabrication Associate of Applied Science

Welding Certificate of Completion

Arc Welding Certificate of Completion

MIG Welding Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Vice Chair	Johnson	Marty	Self-employed	Salem
Member	Bender	Bob	Retired Industry Member	Salem
Member	Fery	Eric	Ag Chains Plus, Inc.	Sublimity
Member	Harris	Sam	GK Machine	Salem
Member	Jones	Douglas	Zephyr Engineering	Salem
Member	Torresdal	Jerald	Salem-Keizer School District-CTEC	Silverton
Member	Valarida	Ron	Valley Fab Corporation	Brooks
Program Dean	Cobb	Nol	Chemeketa Community College	Salem

**Wine Studies Advisory Committee  
2020–2021**

**Degrees and Certificates**

Vineyard Management Associate of Applied Science

Winemaking Associate of Applied Science

Vineyard Operations Certificate of Completion

Wine Hospitality Operations Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	O'Brien	Betty	Elton Vineyards	Salem
Member	Beck	Jeanne	Crawford Beck Vineyard	Amity
Member	Boskov	Bree	Oregon Wine Board	Portland
Ex-Officio Faculty	Brose	Johnny	Chemeketa Community College/Eola	Salem
Member	Casteel	Ted	Bethel Heights Vineyards	Salem
Member	Chambers	Marie	Oregon Wine Board	Portland
Member	Crank	Don	Hawks View Vineyards	Sherwood
Member	Spearman-Eskelsen	Nicole	Salem Keizer Public Schools	Salem
Member	Ford	Lowell	Illahé Vineyards	Salem
Recording Secretary	Jensen	Megan	Chemeketa Community College/Eola	Salem
Member	Keegan	Eugenia	Jackson Family Wines	Yamhill
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	Skinkis	Patricia A.	Oregon State University	Corvallis
Member	Thomson	Steve	Cristom Vineyards	Salem
Member	West	Paden	Isabelle Meunier Consulting	McMinnville
Member	Vidrine	Cheney	Union Wine Company	Tualatin
Member	Weichold	Karl	Stoller Family Estate	Dayton
Ex-Officio Faculty	Berenguer	Bryan	Chemeketa Community College/Eola	Salem
Program Director	Davis	Paul	Chemeketa Community College/Eola	Salem

**PRESENTATION OF 2019–2020 AUDIT REPORT**

**Prepared by**

Katie Bunch, Director—Business Services  
Miriam Scharer, Vice President/Chief Financial Officer  
Jessica Howard, 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.



## **ACADEMIC CALENDAR FOR 2021–2022**

### **Prepared by**

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

---

The proposed 2021–2022 Academic Calendar has a new format, yet continues to follow last year's pattern, with one exception: Typically, the college is closed two additional days in December for the classified contract paid non-duty days. Instead, classified and exempt staff will have one floating paid non-duty day during the month of December. This will provide continuity of services to students without an additional college closure day.

### **ACADEMIC TERMS**

Summer term intensive five-week session is June 21–July 24, the standard eighth-week session is June 21–August 14, and the ten-week session for specific programs is June 21–August 28. Summer term will continue to be a four-day work week for July and August, starting July 2.

Fall term is eleven weeks in length: September 27–December 11.

Winter term is eleven weeks in length: January 3–March 19.

Spring term is eleven weeks in length: March 28–June 11.

### **BREAKS**

A three-week break is planned between fall and winter terms.

A one-week break is planned between winter and spring terms.

### **INSERVICE**

Fall employee in-service is September 13–24. The college is closed on September 14 for the college-wide in-service day.

The college is closed on April 29 for the college-wide spring in-service day.

### **HOLIDAYS AND OTHER COLLEGE CLOSURE DAYS**

The college will be closed a total of 11 days for holidays. Those holidays are:

July 5—Independence Day

September 6—Labor Day

November 11—Veterans' Day

November 25 and 26—Thanksgiving/Day After

December 23 and 24—Christmas Eve/Day

Information-3  
December 16, 2020

December 30 and 31—New Year's Eve/Day  
January 17—Martin Luther King Day  
May 30—Memorial Day

Saturday classes will not be held July 3 and November 27 due to Independence Day and Thanksgiving Day Holidays.

The college will also be closed December 22 to recognize one of the two classified contract paid non-duty days and February 21 to recognize President's Day

The College Board of Education will be asked to approve the Academic Calendar for 2021–2022 at the January board meeting.



# 2021-2022 ACADEMIC CALENDAR

Updated November 3, 2020

**June 2021**

wk	Su	M	T	W	R	F	S
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
1	20	21	22	23	24	25	26
2	27	28	29	30			

**July 2021**

S	M	T	W	T	F	S
				1	2	3
3	4	H	6	7	8	9
4	11	12	13	14	15	16
5	18	19	20	21	22	23
6	25	26	27	28	29	30
						31

**August 2021**

S	M	T	W	T	F	S
					6	7
7	1	2	3	4	5	6
8	8	9	10	11	12	13
9	15	16	17	18	19	20
10	22	23	24	25	26	27
						28
	29	30	31			

**September 2021**

wk	S	M	T	W	T	F	S
				1	2	3	4
	5	H	7	8	9	10	11
	12	13	I	15	16	17	18
	19	20	21	22	23	24	25
1	26	27	28	29	30		

**October 2021**

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

**November 2021**

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

**December 2021\***

S	M	T	W	T	F	S
					1	2
					3	4
11	5	6	7	8	9	10
						11
						12
						13
						14
						15
						16
						17
						18
						19
						20
						21
						22
						H
						H
						25
						26
						27
						28
						29
						H
						H

**SUMMER TERM 2021**

	Intensive 5-weeks	Standard 8-weeks	Specific Programs 10-weeks
Beginning of Term	June 21	June 21	June 21
End of Term	July 24	August 14	August 28
Final Exams	During last class	During last class	During last class
Faculty Grade Input Period	July 21 - August 30 (10:00 am)	July 21 - August 30 (10:00 am)	July 21 - August 30 (10:00 am)
Summer Friday Closure	Fridays, July 2 - August 27	Fridays, July 2 - August 27	Fridays, July 2 - August 27
Other College Closures	July 3 (Saturday)	July 3 (Saturday)	July 3 (Saturday)
Holidays	July 5 (Independence Day)	July 5 (Independence Day)	July 5 (Independence Day)

**FALL TERM 2021**

Beginning of Term	September 27
End of Term	December 11
Final Exams	December 6-11
Faculty Grade Input Period	October 27 - December 13 (10:00 am)
Employee Inservice	September 13-24
College-wide Inservice	September 14 (college closed to the public)
Winter Break	December 13-31
Other College Closures	November 27 (Saturday) December 22
Holidays	September 6 (Labor Day) November 11 (Veterans' Day) November 25 & 26 (Thanksgiving/Day After) December 23 & 24 (Christmas Eve/Day) December 30 & 31 (New Years Eve/Day)

**WINTER TERM 2022**

Beginning of Term	January 3
End of Term	March 19
Final Exams	March 14-19
Faculty Grade Input Period	February 2 - March 21 (10:00 am)
Spring Break	March 21-25
Other College Closures	February 21 (Presidents Day)
Holidays	January 17 (Martin Luther King Day)

**SPRING TERM 2022**

Beginning of Term	March 28
End of Term	June 11
Final Exams	June 6-11
Faculty Grade Input Period	April 27 - June 13 (10:00 am)
College-wide Inservice	April 29 (college closed to the public)
Holidays	May 30 (Memorial Day)

Registration dates and times available at: [Enrollment Services Key Dates](#)

**Calendar Legend**

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

\*Typically the college is closed for two additional days in December to recognize the classified contract paid non-duty days. For the 2021-22 academic year, classified and exempt staff will have a floating paid non-duty day during the month of December. This will provide continuity of services to students without an additional college closure day.

**January 2022**

wk	S	M	T	W	T	F	S
							1
1	2	3	4	5	6	7	8
2	9	10	11	12	13	14	15
3	16	H	18	19	20	21	22
4	23	24	25	26	27	28	29
5	30	31					

**February 2022**

S	M	T	W	T	F	S
			1	2	3	4
			6	7	8	9
6	13	14	15	16	17	18
7	20	21	22	23	24	25
8	27	28				

**March 2022**

S	M	T	W	T	F	S
					1	2
					3	4
					5	6
10	6	7	8	9	10	11
11	13	14	15	16	17	18
						19
						20
						21
						22
						23
						24
						25
						26
1	27	28	29	30	31	

**April 2022**

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

**May 2022**

S	M	T	W	T	F	S
						1
						2
6	1	2	3	4	5	6
7	8	9	10	11	12	13
8	15	16	17	18	19	20
9	22	23	24	25	26	27
10	29	30	31			

**June 2022**

S	M	T	W	T	F	S
						1
						2
						3
						4
11	5	6	7	8	9	10
						11
						12
						13
						14
						15
						16
						17
						18
						19
						20
						21
						22
						23
						24
						25
						26
						27
						28
						29
						30

## **2019–2020 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 2019–2020, the college received 19,330 Free Application for Federal Student Aid (FAFSA) applications and 263 Oregon Student Aid Application (ORSAA) applications. This represents an 8.7 percent decrease in FAFSAs and a 3 percent increase in ORSAAs from the previous year (2018–2019). A total of 6,686 students received \$41,144,815 in financial aid from all sources. This reflects a 3 percent increase in the number of students receiving aid and a 0.3 percent decrease in the amount of financial aid dollars over the previous year. The college continues to see a decline in loan borrowing. 68.8 percent of all aid disbursed in the 2019–2020 school year was in the form of a grant, scholarship, tuition waiver or work-study.

Chemeketa's 3-year cohort default rate is currently 16.2 percent. The rate last year was 18.2 percent. While the cohort default rates (CDR) continued to improve for Chemeketa, the figure this year and for at least the next two years will be skewed by the nationwide pause in repayments that prevented any borrower from advancing further into delinquency or into default.

The Financial Aid Office adapted quickly and smoothly to remote operations and was the first large office to pilot a new and successful remote telephone technology that allowed the department to serve students via phone call from off-campus. During the spring term remote learning, Financial Aid was able to implement flexibilities afforded under the CARES Act to convert and pay student's spring term Federal Work-Study awards as grant-based funding instead, which helped those students not lose income they anticipated for spring term. Additionally, the office successfully and quickly administered \$2.7 million in CARES Emergency Grants to 3,795 students.

### **VETERANS SERVICES**

Chemeketa's Veterans Campus Grant (SB 143) ended this past year. Through this grant, the Veterans' Resource Center has been able to provide programming, guidance and opportunities for Chemeketa student Veterans related to topics such as financial planning, taxes, job and career search and available benefits for those who need assistance with expenses outside of college. Daily, the Veterans' Resource Center served between seven and fifteen Veterans by offering space to study, network with Veteran Service agencies, utilize computer stations, access to free printing, and to ultimately unwind at the reading and coffee corners. The global pandemic curtailed some of the programs planned for spring term 2020 although other programs were moved into remote formats. The college received a \$63,580 grant from the Oregon Department of Veterans' Affairs to support student Veterans during the 2020–2021 school year.

Information-4  
December 16, 2020

The Veterans' Services Department served an unduplicated count of 312 Veterans for 2019–2020 which generated over \$1.3 million in revenue in tuition and fees. Beyond maintaining eligibility for Veterans Affairs educational benefits and counseling students through the application process, the department also administers smaller benefit programs through the state of Oregon.

**2020–2021 FACULTY SABBATICAL LEAVE RECOMMENDATION  
ONE-TERM SPRING 2021**

**Prepared by**

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

---

In spring 2019, the College Board of Education approved eight (8) applications for a total of sixteen (16) terms of sabbatical leave for the 2020–2021 academic year, leaving nine (9) terms of leave for one-term spring 2021 sabbaticals. One (1) application was submitted in fall 2020 for one-term spring 2021 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 2020 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 one (1) application be approved. Members of Instruction and Student Services concurred with the committee recommendation.

The College Board of Education will be asked to approve the following sabbatical leave at the January board meeting:

Silvia Herman—Languages, 1 term (spring)  
Proposes to create a curriculum for SPN 201, SPN202, and SPN203 that will be cost-effective for community college students. Silvia will use this time to research open educational resources and free material to incorporate in the curriculum. This work will be done to help attract students to take language courses at Chemeketa.

1 applicant  
1 term  
(9 terms available)

## **ELEMENTARY EDUCATION MAJOR TRANSFER MAP (MTM)**

### **Prepared by**

Cecelia Monto, Dean—Education, Language & Social Sciences  
Don Brase, Executive Dean—General Education and Transfer Studies  
Jim Eustrom, Vice President—Instruction and Student Services/  
Campus President, Yamhill Valley

---

House Bill 2998, passed in 2017, requested general education disciplines create efficient programs of study that transfer directly to public universities in a 2+2 format called a Major Transfer Map (MTM). Education is the first program approved by the Higher Education Coordinating Commission (HECC) and signed off by all colleges and university presidents in Oregon. The initiative supports overall student success by reducing transfer confusion and providing streamlined degree attainment.

This 90-credit program of study is aligned with the Associate of Arts Oregon Transfer (AAOT) and guarantees students' junior status in the discipline at state public universities that offer a Bachelor's degree in Elementary Education. Student transcripts will show a notation for those that successfully completed the Major Transfer Map.

The College Board of Education will be asked to approve the Elementary Education Major Transfer Map at the January board meeting.



## Major Transfer Map in Elementary Education

90-100 Credits or Optimal Transfer Point

**From: All Oregon Community Colleges**

**To: All Oregon Public Universities**





<b>CORE TRANSFER REQUIREMENTS</b>		
<i>See an advisor for recommended courses and to learn about professional Elementary Education application processes</i>		
<b>Writing</b>		
1 course	WR121* <i>* A student must have eight credits of Writing to satisfy the AAOT requirements or they will need to take a third writing course</i>	3-4
<b>Arts &amp; Letters</b>		
1 <sup>st</sup> course	ENG 104, 105, or 106	3-4
2 <sup>nd</sup> course	Intro to Drawing or Intro to Design	3-4
<b>Social Sciences</b>		
1 <sup>st</sup> course	HST 201, 202, or 203	3-4
2 <sup>nd</sup> course	World/Cultural Geography or Cultural Anthropology	3-4
<b>Natural Sciences</b>		
1 <sup>st</sup> course	Biological Science w/lab (ORELA prep course, often Bio 101)	4-5
2 <sup>nd</sup> course	Earth Sciences w/lab	4-5
<b>Mathematics</b>		
1 course	MTH 211	4-5
***At least 1 Core Transfer Requirement course must also satisfy Cultural Literacy outcomes for AAOT		
**** Courses must total minimum of 30 credits, can be filled by an elective credit if needed		
<b>Core Transfer Requirement Total</b>		<b>30-35</b>
<b>ADDITIONAL GENERAL EDUCATION COURSES</b>		
<i>See an advisor for recommended courses and to learn about professional elementary education programs and application processes</i>		
<b>Writing</b>	WR 122* <i>* A student must have eight credits of Writing to satisfy the AAOT requirements or they will need to take a third writing course</i>	3-4
<b>Communications</b>	COMM 111	3-4
<b>Arts &amp; Letters</b>	Select from AAOT outcomes <ul style="list-style-type: none"> <li>• Students interested in the WOU 4 Yr. licensure program can also take linguistics</li> <li>• 200-level world languages also recommended</li> </ul>	3-4
<b>3<sup>rd</sup> Social Science</b>	American Government	3-4
<b>4<sup>th</sup> Social Science</b>	Psychology class PSY 201 or 202	3-4
<b>Natural Sciences</b>	3 <sup>rd</sup> lab Science from AAOT course list w/lab or discussion section	4-5
<b>Math</b>	MTH 212	4-5
<b>Math</b>	MTH 213	4-5
<b>Health</b>	Health and Wellness	2-3
<b>Section Total</b>		29-38



**EDUCATION COURSES\***

*\* Each public university will accept at least 3 out of the 5 courses as meeting major requirements. One of those 3 must be Education Foundations/Introduction to Education  
See an advisor for recommended courses and to learn more about professional elementary education programs and application processes*

Education Foundations/Introduction to Education	3-4
Child Development/ Learning & Development	3-4
Multicultural Education/Culturally Responsive Pedagogy	3-4
Special Education	3-4
Practicum	3
<b>Section Total</b>	<b>15-19</b>
<b>Grand Total</b>	<b>74-92</b>
<b>ELECTIVES</b>	
Elective courses to reach 90 credits (See recommended electives on page 3)	0-16
<b>MAJOR TRANSFER MAP TOTAL</b>	<b>90-100</b>

**4 Yr. Licensure and Non-Licensure Programs**

*See an advisor for recommended courses and to learn more about these programs and the application processes*

4 Yr. Licensure Programs					Other Degree Programs
SOU-4 Yr.	WOU-4 Yr.	EOU-4 Yr.	OSU Cascades-	OSU-Teaching	
Licensure & Non-licensure	Licensure	Licensure	4 Yr. Licensure	Undergraduate Major (Clinically Based Elementary) Licensure  (program available in 2021)	UO- 4 Yr. Non-licensure (to obtain a teaching license students must apply to a graduate degree and licensure program)
SOU requires a 2.75 GPA for entrance and nothing less than a C- in any required course (education or otherwise). Exceptions made on a case by case basis.	All "ED" prefix courses (or courses that sub in for ED prefix courses) must be a B- or better.  Students need to have a 2.75 by the time they apply for the "Ed program" at the end of junior year.	Preference for cumulative GPA of 3.0, exceptions made on a case by case basis. Education courses must have a C- or better to transfer.	Preference for cumulative GPA of 3.0, exceptions made on a case by case basis. Education courses must have a C or better to transfer.	Minimum course grade is a C and GPA requirement is 3.0. Exceptions may be made and students may be conditionally accepted on a case by case basis. OSU will provide conditionally accepted students support to help them reach their goals	Minimum cumulative GPA for admissions consideration is 2.75. Exceptions may be made on a case by case basis. Education courses must have a C- or better to transfer.



<b>Recommended Electives</b>					
<i>See an advisor for recommended courses and to learn more about these programs and the application processes</i>					
<b>4 Yr. Licensure Programs</b>					<b>Other Degree Programs</b>
<b>SOU-4 Yr. Licensure &amp; Non-licensure</b>	<b>WOU-4 Yr. Licensure</b>	<b>EOU-4 Yr. Licensure</b>	<b>OSU Cascades- 4 Yr. Licensure</b>	<b>OSU-Teaching Undergraduate Major (Clinically Based Elementary) Licensure (program available in 2021)</b>	<b>UO- 4 Yr. Non-licensure (to obtain a teaching license students must apply to a graduate degree and licensure program)</b>
<b>Recommended:</b> <ul style="list-style-type: none"> <li>• WR 123</li> <li>• Early Childhood Ed Courses</li> <li>• Children's Literature</li> </ul>	<b>Recommend:</b> <ul style="list-style-type: none"> <li>• Children's Lit Counts as ED 230 (needs to be a children's literature course/not literacy methods)</li> <li>• Creative arts for teachers course</li> <li>• LING 210</li> </ul>	<b>Recommended:</b> <ul style="list-style-type: none"> <li>• Early Childhood Ed Course</li> <li>• Children's Literature</li> </ul>	<b>Recommended:</b> <ul style="list-style-type: none"> <li>• Early Childhood Ed Course</li> </ul>	<b>Recommended:</b> <ul style="list-style-type: none"> <li>• Early Childhood Ed Course</li> </ul>	<b>Recommended:</b> <ul style="list-style-type: none"> <li>• Ethnic Studies</li> <li>• Early Childhood Ed Course</li> <li>• WR 123</li> </ul>

<sup>1</sup> OSU College of Education also has a double-degree licensure program. This program requires students to earn two undergraduate degrees concurrently – one in their chosen field and one in education (36 extra credits). This program may take more than four years to complete and some of the required courses differ from the course path on the MTM. Students interested in the Double Degree should seek advising from the OSU College of Education.

## **CULTURAL COMPETENCY UPDATE**

### **Prepared by**

Vivi Caleffi Prichard, Diversity and Equity Officer

---

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

The following document summarizes Chemeketa's current efforts in promoting behavioral change and practical application of cultural competence in relation to the expectations set by HB 2864.

SECTION 1			
December 31, 2020 Requirements			
<b>Text from legislation</b>	Each public institution of higher education shall establish a process for recommending, and providing oversight for the implementation of, cultural competency standards for the public institution of higher education and the institution's employees.	<b>Status (met, unmet, in development)</b>	Met
<b>Institutional Summary</b>	<p>Chemeketa's Diversity Advisory Council "advises the College President and the Chief Diversity Officer on policies, practices, programs and activities designed to sustain an environment of equity and belonging."</p> <p>A subcommittee of DAC serves in an advisory capacity to the Chief Diversity Officer in the planning of cultural competency training and events, and works collaboratively with other key stakeholders at the college to promote professional practices that foster an inclusive climate.</p> <p>In June of 2019, the college implemented the Cultural Competence Certificate, which provides recognition for Chemeketa employees who engage in professional development that builds cultural capacity. The activities under this program promote self-discovery and awareness of others, while building skills to respond effectively to people from all cultures, economic statuses, language backgrounds, races, ethnic backgrounds, disabilities, religions, genders, gender identifications, sexual orientations, veteran statuses and other characteristics in a manner that recognizes, affirms and values their worth, and preserves the dignity of individuals, families and communities.</p> <p>The program recognizes that building cultural capacity is a life-long commitment to a process of not only self-discovery and learning about others, but also de-constructing and unlearning. The educational activities are being offered based on the acknowledgement that this process is not linear and individuals are able to choose participation in activities based on their comfort level, interest and motivation to challenge themselves to address systemic barriers to equitable education.</p>		
<b>Text from legislation</b>	Include broad range of institutional perspectives and give equal weight to the perspectives of administrators, faculty members, staff and students.	<b>Status (met, unmet, in development)</b>	Met

Information-7  
December 16, 2020

<p><b>Institutional Summary</b></p>	<p>The Diversity Advisory Council includes employees from various areas of the college, including at least two student representatives, faculty, classified, and exempt staff. Current members are:</p> <p>Jessica Howard, President – sponsor          Nette Abderhalden, Administrative Coordinator – secretary          Doc Plaisance, Faculty – chair-elect          Almir Methadzovic, Instructional Specialist – co-chair          Judy Allen, Department Technician II – past-chair          Cami Cassell, Student – member          Junior Royland - member          Alissa Hattman, Faculty – member          Jon Mathis, Title IX Coordinator – member          Layli Liss, Associate Dean - member          Peter Davis, Faculty – member          Eric Colon-Cortez, faculty - member          Vivi Caleffi Prichard, Chief Diversity Officer – ex-officio          Alice Sprague, Associate Vice President of Human Resources – ex-officio          Beth Perlman, Instructional Coordinator/Analyst II – ex-officio          Karen Alexander, Student Accessibility Services Director - ex-officio          Linda Ringo-Reyna, Student Services Coordinator/Analyst - ex-officio</p> <p>There are specific operational and behavioral agreements intended to balance power and give equal weight to all perspectives.</p>		
<p><b>Text from legislation</b></p>	<p>Require that the institution provide continuing training and development opportunities that foster the ability of the institution’s faculty, staff and administration to meet cultural competency standards.</p>	<p><b>Status (met, unmet, in development)</b></p>	<p>Met</p>
<p><b>Institutional Summary</b></p>	<p>During the 2019-2020 academic year, Chemeketa offered a total of <b>160 opportunities</b> for employees to participate in professional development related to diversity, equity and inclusion (DEI).</p> <p>Activities were varied and included:</p> <ul style="list-style-type: none"> <li>● Department and project-specific trainings, such as a workshop titled “Equity-minded Practices for Guided Pathways,” and an “Intercultural Simulation” for specific departments and divisions</li> <li>● Related workshops offered through the DEI office, Employee Development, and the Center for Academic Innovation, such as: Safe Zone Plus, Inclusive Hiring Practices, White Dominant Culture, The Troubled History of Higher Education, Universal Design for Learning, Outward Mindset and much more.</li> <li>● Faculty retreat, which is a half-day event of different workshops that promote inclusive teaching practices.</li> <li>● Book discussions of Chemeketa Reads book: “The Best We Could Do” by Thi Bui.</li> </ul>		

Information-7  
December 16, 2020

	<p>The DEI Office pivoted its operations to remote due to COVID-19 and leveraged existing resources, such as the learning management system and Zoom, as well as research-based webinars and other offerings that were made available for free during the pandemic.</p> <p>Many employees indicated that they developed a sense of community through their participation in DEI online professional development during this time of physical and social distancing. Faculty were eager to implement inclusive teaching practices when adapting their courses to an online environment, which led to more engagement in the workshops being offered.</p>		
<b>Text from legislation</b>	Propose institution-wide goals that seek to improve the cultural inclusion climate for students, faculty, staff and administration from diverse backgrounds.	<b>Status (met, unmet, in development)</b>	Met
<b>Institutional Summary</b>	<p>The college established the goal that all classified and exempt employees participate in DEI-related professional development annually. The employee evaluation form was updated to reflect that requirement.</p> <p>This is the first year that the college is reporting on employee's completion of this requirement:</p> <p><b>434 employees completed</b> at least one of the DEI professional development activities offered by the college during the 2019-20 academic year:</p> <ul style="list-style-type: none"> <li>● <b>94</b> exempt (98%)</li> <li>● <b>210</b> classified (71%), and</li> <li>● <b>130</b> faculty (67%)</li> </ul> <p>The Cultural Competence Certificate was implemented in June of 2019 and even though employees were not expected to complete the certificate until 2021, 35 employees have already completed its requirements and have been awarded a certificate.</p> <p>As a result of this report, we were able to identify strategies to bring professional development to specific departments in the coming year. With this approach, we are able to provide targeted professional development that supports contextual learning.</p>		
<b>Text from legislation</b>	Recommend mechanisms for assessing how well the institution meets cultural competency standards.	<b>Status (met, unmet, in development)</b>	Met

<b>Institutional Summary</b>	<p>In March of 2020, the college conducted its first climate survey. Campus climate refers to the full range of student and employee experiences related to the learning and working environment of a college— experiences that go to the heart of whether one feels a sense of belonging and inclusion. Research indicates that social belonging is key to feeling that one can fully engage and thrive in a given environment. For students, particularly those who might perceive themselves to be in the minority, a sense of belonging is important in order for them to learn and succeed.</p> <p>Along with the survey, the college has asked students and employees to participate in focus groups. The results of the survey and focus groups are forthcoming and will inform the college’s professional development as well as strategic priorities. An equity roadmap will be created to address the relevant concerns, leverage existing strengths, and support an equitable and inclusive environment.</p> <p>The survey will also establish a baseline so we measure our progress toward a more inclusive environment over time.</p> <p>Additionally, the DEI Office reports annually to the Board the Equity Scorecard and Affirmative Action report. Positive changes in the reported measures can also be indicative of a more inclusive and culturally responsive college environment.</p>
------------------------------	--



**STATEMENT OF BUDGET PRINCIPLES 2021–2022**

Prepared by:

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

---

The Statement of Budget Principles for 2021–2022 is presented for the board's information and review. These principles will be used in developing and guiding the decisions for the 2021–2022 budget.



Budget Principles and Financial Environment  
2021–2022 Fiscal Year

The college's budget principles and financial environment are reviewed each fall as the budget cycle begins. The budget principles and some of the known key factors that affect the college's resources and expenses for the 2021–2022 budget are as follows:

**Budget Principles**

Although it may affect programs and operations, our 2021–2022 budget will –

1. Ensure the college's strategic priorities and mission are fulfilled through the core themes of Academic Quality, Access, Community Collaborations, and Student Success
2. Consider decisions through the college values of Collaboration, Diversity, Equity, Innovation, and Stewardship

The COVID-19 pandemic has further exacerbated the racial disparities that define life for so many of our students. As decisions are considered through the college values, specifically diversity and equity, racial equity is prioritized as a core principle. This is an opportunity to assess the impacts of our budget decisions and advance equity to better serve our increasingly diverse community.

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 our mission and strategic priorities such as grants, partnerships, self-support ventures and foundation assistance that may augment operations.

**Financial Environment**

**Resources:**

State legislative appropriation: Budget year 2021–2022 will be the first year of the 2021–2023 state biennium and, as is normal for the beginning of a new biennium, the legislative appropriation for the biennium will be determined during the February to June 2021 legislative session. Currently, a wide range of funding for community colleges is being proposed; from the Governor's Recommended Budget (GRB) flat funding of \$641 million to the current service level as calculated by Higher Education Coordinating Commission (HECC) and Oregon Community College Association (OCCA) at \$702 million. The GRB does include funding for the college's capital construction project that targets significant improvements to building 7. The legislature, through the Ways and Means Committee, will make the final decision on community college funding by the end of June.

State support and distribution of resources (includes property taxes): The Higher Education Coordinating Commission (HECC) remains interested in exploring strategies for aligning state investments and goals across postsecondary education, though no changes are currently under consideration for the funding formula. Any changes made to the formula would impact the college's share of state resources.

Economic growth: The state is currently in a recession, the depths of which will largely be determined by the course of the pandemic and needed restrictions on social gatherings. Current expectations are that the economic recovery will continue but that is mostly contingent on when medical treatment for the pandemic is widely available. For Oregon, many of the layoffs associated with the coronavirus restrictions have proven to be temporary with the exception of many small businesses and businesses in the hospitality and travels industries. The initial financial support at the federal level helped to keep the economy out of a severe contraction. The current expectation is for the state's labor market and economy to return to strong health by mid-2023. But, a considerable amount of uncertainty remains due to the virus and the federal government's continued policy responses.

Enrollment: Enrollment impacts all three of our 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 impact of the COVID-19 pandemic on enrollment has been significant. Prior to this academic year we were in a multi-year decline in enrollment from the peak in 2010–2011 and we were below enrollment levels of the mid 1990's. This academic year (2020–2021), consistent with community college enrollment trends in Oregon as a result of the pandemic, we have experienced enrollment loss approximating 19% to date, while having budgeted for a three percent decline in enrollment. Because of the highly unusual circumstances of such a significant enrollment decline in the current year (2020–2021), we are basing our enrollment projections for next academic year (2021–2022) on a five percent decline from our 2019–2020 academic year. The intent of basing our projections on the pre-pandemic academic year is to minimize the impact of the significant fluctuation on our enrollment forecasts with the hopes that an end is in sight for the pandemic and a return to more normal enrollment trends is imminent.

Tuition and fee revenue: The college is committed to aligning our annualized in-district tuition and fee rates to be competitive in the college's market area and with comparator colleges and we are in the third year of this alignment. For the 2020–2021 academic year the tuition rate is \$95 per credit and the universal fee rate is \$31 per credit. The college is in its second year of implementation of a differential fee of \$5 per credit on high cost programs and courses. Changes to the tuition, universal fee and differential fee rates will be recommended to the College Board of Education at the January 2021 board meeting.

In January 2021, a Student Initiated Fee, may be presented to the Board of Education on behalf of the Associated Students of Chemeketa Community College (ASCCC); which may impact current and future academic year rates.

### **Expenses:**

As with our revenues, there remains some uncertainties with our expenses. We are approaching next year's (2021–2022) budget strategically in order to readily adapt to our current and shifting circumstances. We continue to evaluate college-wide initiatives that will provide greatest benefit to our students and ensure long term financial sustainability. We are also considering lessons learned from our remote operations that may impact our planning moving forward. As the Governor's recommended budget includes the funding for the college's capital construction project, the college must ensure that sufficient funding exists to match this investment during the biennium.

In addition, the cost pressures of employee labor contracts and unfunded mandates continue to be a concern but now within a new context. Our aging facilities and infrastructure will also be a key component to an evolving operating strategy, to affordably provide high quality, state-of-the-art and redesigned learning spaces. The timing and pace of emerging from the pandemic is still uncertain. But, budget flexibility will be a necessity to ensure we can quickly adapt to rapidly changing circumstances.

## **STUDENT-INITIATED FEE (SIF) REFERENDUM**

### **Prepared by**

Mike Evans, Dean—Student Retention and College Life  
Joel Gisbert, Student Services Coordinator—Student Retention and College Life  
Sam Brennan, ASC Executive Coordinator  
Jessica Howard, President/Chief Executive Officer

---

ASC Executive Coordinator Sam Brennan will present the result of the Student-Initiated Fee (SIF) Referendum at the December Board of Education meeting.

On June 24, 2020 The Associated Students of Chemeketa (ASC) proposed a SIF (student activity fee) to the Board for approval. In light of the current pandemic, the Board directed ASC to conduct a referendum during the 2020 fall term to determine whether students supported a student activity fee.

An email was sent to all college students on October 14, 2020, providing SIF Referendum information and inviting responses through a Google survey. The survey recorded whether students supported the proposed student activity fee (Yes or No). The survey closed on November 3, 2020 with a total of 301 student responses.

### **Information Presented to Students:**

#### **Referendum—Student Activity Fee \$1.25/credit**

Hello Chemeketa Community College Students,

Chemeketa's student government, The Associated Students of Chemeketa (ASC), is conducting this survey to gather student input about their support for a new student-directed fee, to provide funding for increased student-centered support and activities.

Almost every community college in Oregon has a student fee that supports campus-based support programs, activities, and clubs to improve student engagement. Chemeketa does not have this fee and has had a very limited ability to create a vibrant student life.

The Student Fee Committee is proposing a fee of \$1.25 per credit (not applied to online, GED, or community education classes), which is lower than all other local community colleges, to support specific needs we have identified to improve the student experience for all Chemeketa students. Chemeketa's total tuition and fees would remain among the lowest in Oregon.

#### **Benefits of Activity Fee**

1. Currently, student clubs only receive \$50 at the start of the club. Under the new fee proposal, clubs would each receive \$500 per year, so they can do more activities. Larger clubs would be eligible for additional funding based on their size and proposed activities. The fee would

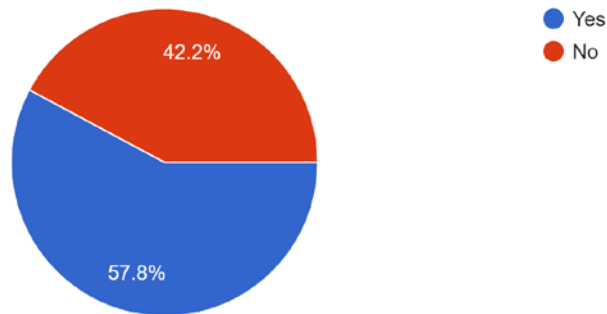
also provide funding for large campus events such as BBQs, guest speakers, intramural activities, and large student events. While working in a remote environment, this fund will help support clubs with virtual meetings activities to provide opportunities to connect with each other.

2. The current funding for student positions often only supports 10 hours/week positions. This results in students having to get a second job to make ends meet. The fee would support 10 positions to have the ability to work 20 hours/week, so students can concentrate on fulfilling the job of serving Chemeketa students. ASC also plans to support students who were laid off because of COVID-19 with these positions.
3. In addition, the fee would support four student Legislative Intern positions. This will give students the opportunity to learn about the legislative process, by serving in the office of one of Oregon's state legislators. This ensures that local legislators know about Chemeketa, and consider the needs of community college students as they work on new laws that affect students.

### **Survey Results**

Out of the 301 responses, 174 students voted "Yes," indicating their support for the student activity fee, and 127 students voted "No," indicating that they did not support the student activity fee.

Do you support the student activity fee?  
301 responses



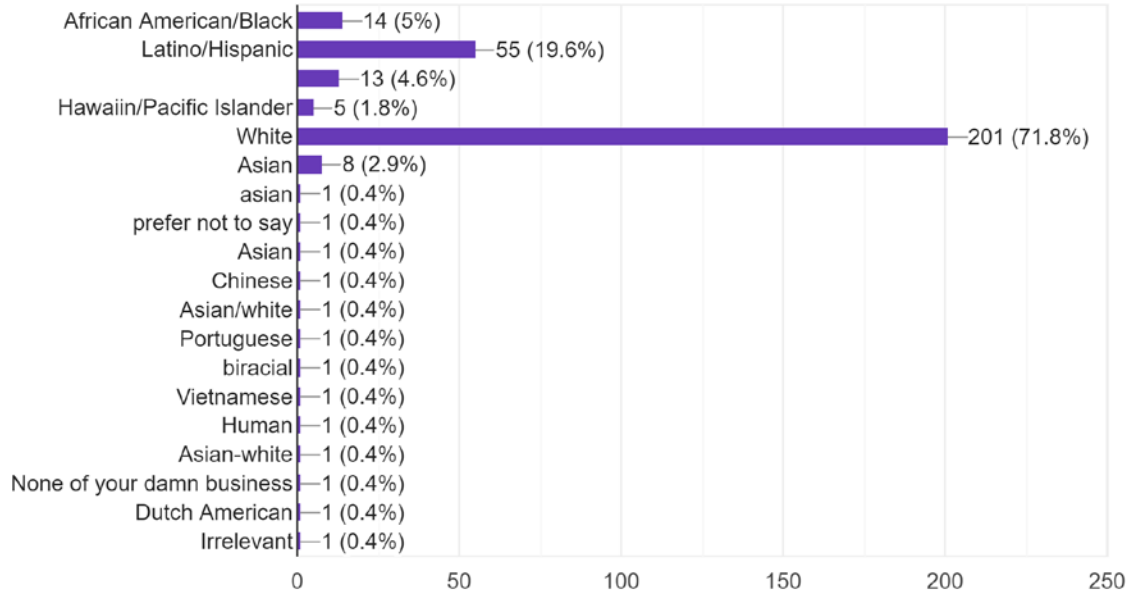
In addition to soliciting student votes, the referendum collected demographic information including race/ ethnicity, gender, and number of credits each voter was enrolled in for fall term. Some of the key findings from this data are:

- 75% of Hispanic/Latino students voted "Yes" (19.6% of respondents)
- 62% of female students voted "Yes" (65.7% of respondents)
- 57% of African American students voted "Yes" (5% of respondents)
- 80% of Native American students voted "Yes" (4.6% of respondents)

Information-9  
December 16, 2020

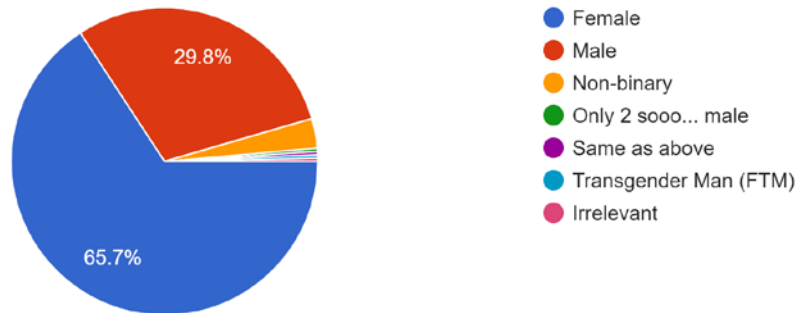
Race/Ethnicity

280 responses



Gender

289 responses



ASC is working with the college administration to explore options for implementation of a Student-Initiated Fee that will align with the proposal included in the referendum and be administratively feasible and sustainable. A recommendation will be made at the January Board meeting.

## **SUSPENSION OF HEMODIALYSIS TECHNICIAN CERTIFICATE OF COMPLETION**

### **Prepared by**

Paul Davis, Director—Wine Studies and Yamhill Valley Career and Technical Education  
Holly Nelson, Executive Dean—Regional Education and Academic Development  
Jim Eustrom, Vice President—Instruction and Student Services/  
Campus President, Yamhill Valley

---

The Chemeketa Hemodialysis Technician program currently offers a certificate of completion. This certificate program was initially designed to transition the employer industry on the job training to a more formal education model. This transition has not been fully implemented by employers, making it challenging to have two different training models. Over the past few years this program has experienced a significant decrease in enrollment, despite being the only program in the state of Oregon. A critical element of the certificate is a term-long clinical training placement. The lack of available clinical placements in the college service area continues to be a problem. This was heightened during the pandemic; the college has been unable to place students in a clinical setting.

The College Board of Education will be asked to approve the suspension of the Hemodialysis Certificate of Completion at the January board meeting.

## PERSONNEL REPORT

### Prepared by

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

---

### NEW HIRES AND NEW POSITIONS

Nicholas Adelman, Technology Analyst II—Information Technology, College Support Services Division, replacement, 100 percent, 12-month assignment, Range C-2, Step 3.

Maria L. Power, Technology Analyst II—Chemeketa Cooperative Regional Library Services, Student Development and Learning Resources Division, replacement, 100 percent, 12-month assignment, Range C-2, Step 4.

### SEPARATIONS

Silverio Hernandez Hernandez, Custodian I—Capital Projects and Facilities, College Support Services Division, effective November 25, 2020.

Emily J. Miller, Department/Project Coordinator/Analyst—Foundation, Governance and Administration Division, effective December 4, 2020.



## **BUDGET STATUS REPORT**

### **Prepared by**

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

---

The financial reports of the general fund and investments for the period from July 1, 2020, through November 30, 2020, 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, 2020

**Chemeketa Community College**  
**Statement of Resources and Expenditures**  
**As of November 30, 2020**

Standard Report-2  
 December 16, 2020

Fund 100000 - General Fund Unrestricted

	<u>ADJUSTED BUDGET</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>% OF BUDGET</u>	<u>VARIANCE TO BUDGET</u>
<b>Resources:</b>				
Property Taxes	24,050,000	17,111,224	71.15%	(6,938,776)
Tuition and Fees	24,010,000	11,788,963	49.10%	(12,221,037)
State Appropriations - Current	26,033,806	17,442,013	67.00%	(8,591,793)
State Appropriations - Carryover from FY20	8,816,194	8,816,194	100.00%	-
Indirect Recovery	1,890,000	547,369	28.96%	(1,342,631)
Interest	1,200,000	281,891	23.49%	(918,109)
Miscellaneous Revenue	460,000	398,025	86.53%	(61,975)
Transfers In	100,000	-	0.00%	(100,000)
Fund Balance	10,000,000	11,918,463	119.18%	1,918,463
<b>Total Resources</b>	<b>96,560,000</b>	<b>68,304,142</b>	<b>70.74%</b>	<b>(28,255,858)</b>
<b>Expenditures:</b>				
Instruction	36,666,945	10,999,107	30.00%	25,667,838
Instructional Support	13,196,315	3,766,180	28.54%	9,430,135
Student Services	8,547,451	3,101,347	36.28%	5,446,104
College Support Services	18,735,454	6,157,800	32.87%	12,577,654
Plant Operation and Maintenance	7,313,835	2,265,183	30.97%	5,048,652
Transfers and Contingency	10,600,000	1,821,995	17.19%	8,778,005
<b>Total Expenditures</b>	<b>95,060,000</b>	<b>28,111,612</b>	<b>29.57%</b>	<b>66,948,388</b>
<b>Unappropriated Ending Fund Balance</b>	<b>1,500,000</b>			

**Chemeketa Community College**  
**Budget Status Report**  
**As of November 30, 2020**

Standard Report-2  
December 16, 2020

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	9,393,434.00	3,309,343.49	4,681,584.81	1,402,505.70
6120	Classified Salaries	13,342,498.00	4,493,887.58	6,728,956.90	2,119,653.52
6124	Part-Time Hourly & Student Wages	1,410,065.00	179,614.37	-	1,230,450.63
6130	Faculty Salaries	17,518,704.00	5,581,046.18	10,323,898.11	1,613,759.71
6132	Part-Time Faculty	6,973,969.00	1,509,648.47	384,852.20	5,079,468.33
6510	Fixed Fringe Benefits	10,127,376.00	3,665,565.14	-	6,461,810.86
6511	Variable Fringe Benefits	15,657,076.00	4,709,908.04	-	10,947,167.96
6512	Other Fringe Benefits	380,000.00	117,215.00	-	262,785.00
	<b>Subtotal Personnel Services</b>	<b>74,803,122.00</b>	<b>23,566,228.27</b>	<b>22,119,292.02</b>	<b>29,117,601.71</b>

**31.50%**

69

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,805,688.00	161,869.96	-	1,643,818.04
720	Equipment \$500-\$4,999	284,263.00	33,405.48	5,689.80	245,167.72
7300	Legal Services	106,176.00	4,168.69	41,800.00	60,207.31
7310	Insurance	629,162.00	621,580.50	-	7,581.50
7320	Maintenance	441,134.00	100,335.73	54,083.03	286,715.24
7330	Communications	948,439.00	206,593.67	-	741,845.33
7340	Space Costs	1,887,134.00	397,967.95	28,782.03	1,460,384.02
7350	Staff Development	126,991.00	11,293.68	-	115,697.32
7360	Travel	388,140.00	3,912.63	-	384,227.37
7370	Other Services	2,807,881.00	1,179,250.09	517,746.48	1,110,884.43
7550	Capital Outlay	231,870.00	3,009.82	14,273.51	214,586.67
8150	Transfers Out	5,600,000.00	1,821,995.37	-	3,778,004.63
8500	Contingency	5,000,000.00	-	-	5,000,000.00
	<b>Subtotal Non-Personnel Services</b>	<b>20,256,878.00</b>	<b>4,545,383.57</b>	<b>662,374.85</b>	<b>15,049,119.58</b>

**22.44%**

**Report Totals**

**95,060,000.00**      **28,111,611.84**      **22,781,666.87**      **44,166,721.29**      **29.57%**

**STATUS OF INVESTMENTS AS OF NOVEMBER 30, 2020**

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 11-30-2020</u>
Oregon Short-Term Fund - General	11-30-2020	On demand	\$35,605,168.61	0.75%
Oregon Short-Term Fund - Capital	11-30-2020	On demand	\$8,790,497.55	0.75%
<u>Other Investments</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
Corporate Note – Wells Fargo Bank	11-19-2019	12-07-2020	\$2,038,530.00	1.797%
Corporate Note – Westpac Banking Corp.	12-09-2019	01-25-2021	\$2,037,447.78	1.851%
Corporate Note – US Bank	12-09-2019	02-04-2021	\$2,047,433.33	1.828%
Treasury Note – United States Treasury	12-11-2019	03-31-2021	\$1,995,898.03	1.601%
Treasury Bill – United States Treasury	11-27-2020	04-22-2021	\$1,999,594.44	0.051%
Corporate Note – Royal Bank of Canada	12-09-2019	04-30-2021	\$2,045,933.33	1.774%
Corporate Note – Lloyds Bank	12-09-2019	05-07-2021	\$2,045,486.67	1.870%
Commercial Paper – Exxon Mobile	11-25-2020	05-13-2021	\$3,997,371.11	0.142%
Commercial Paper – Toyota Motor Credit	11-25-2020	05-19-2021	\$1,998,541.67	0.152%
Corporate Note-Toronto Dominion Bank	11-30-2020	06-11-2021	\$2,063,273.89	0.160%
Corporate Note – Walmart Inc.	12-20-2019	06-23-2021	\$2,074,589.17	1.647%
Corporate Note – Toyota Motor Credit Corp.	12-20-2019	07-20-2021	\$2,071,165.00	1.735%
Corporate Note – Microsoft Corp.	01-21-2020	08-08-2021	\$2,015,356.11	1.507%
Corporate Note – Shell International	01-21-2020	09-12-2021	\$2,016,661.67	1.622%
Treasury Note – United States Treasury	01-17-2020	10-31-2021	\$2,007,448.57	1.471%
Treasury Note – United States Treasury	01-17-2020	11-15-2021	\$2,060,271.92	1.473%

13 week Treasuries 0.08% as of 11/30/2020

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

## **PURCHASING REPORT**

### **Prepared by**

Mariah Dooley, Procurement Analyst  
Miriam Scharer, Vice President/Chief Financial Officer

---

### **GREENHOUSE**

An Invitation to Bid for the purchase of a Greenhouse and installation (if needed) will be advertised on the college's Procurement Services Website, the State of Oregon Procurement Information Network (ORPIN), and in the Daily Journal of Commerce in January, 2021. A recommendation for contract award will be made to the College Board of Education at the January meeting.

## CAPITAL PROJECTS REPORT

### Prepared by

Rory Alvarez, Director—Facilities and Operations  
Miriam Scharer, Vice President/Chief Financial Officer

---

### PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- Building 9 Chillers  
The college is working with Energy Trust of Oregon and RACI, an engineering consultant, on design documents so new chillers can be installed.

### CURRENT AND COMPLETED CAPITAL PROJECTS

- Agricultural Complex  
Exterior/interior framing is near completion, as well as the roof is mostly dried in. Sheetrock is now in place as well as most exterior brick finishes. Most exterior structures are now starting rough-in electrical, heating, ventilation, air conditioning (HVAC) and low voltage wiring.
- Diesel Program at Brooks Center  
The project is currently around 85 percent complete. Major outstanding items include a small ADA access ramp on the east corner of the building and the two large roll up doors on the west. Due to a selection error by the contractor the doors will not be installed until the second week of December. Facilities has been coordinating with the program to ensure this delay has no impact on equipment setup for the coming term.

See Appendix–2; Campus Map pages 79–80.

**CHEMEKETA COMMUNITY COLLEGE COVID-19  
HEALTH AND SAFETY OPERATONAL PLAN**

**Prepared by**

John McIlvain, Manager—Emergency and Risk Management  
Miriam Scharer, Vice President/Chief Financial Officer

---

As required by Governor Kate Brown's Executive Order 20-28, each public university and community college must develop a written campus health and safety plan describing how the institution will comply with the requirements. The College Board of Education must regularly review the plan that was approved at the July 22, 2020 board meeting. It was subsequently submitted to the local health authority and the Higher Education Coordinating Commission. Updates and amendments, if any, will be presented to the board at the December board meeting.

## RECOGNITION REPORT

### Prepared by

Jessica Howard, President/Chief Executive Officer

---

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

LINDA RINGO-REYNA, student services coordinator, received the prestigious 2020 American Association for Women in Community Colleges (AAWCC) Excellence Award at the virtual AAWCC Fall Conference on Thursday, November 12. LYNN IRVIN was a workshop presenter at the conference. Her workshop was entitled 50 Things You Can Control Right Now. *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

P. KEVIN WALTHER, procurement management analyst in Business Services, received the Oregon Public Purchasing Mentor of the Year award from the Oregon Public Purchasing Association. The award recognizes his excellent mentorship and dedicated service to customers, Chemeketa, other agencies and the public, by providing solutions and working on ways to help and provide solutions to all. *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

Chemeketa Polk Center was awarded Most Creative in the Dallas downtown scarecrow contest. The Polk Center team of MICHELLE CARLSON, ZELDA EMMERT, NANCY HARPER, CY HILL, GLEN MILLER, KELLI STAHR, and EMILY SYGNEY collaborated on the idea of the project and KELLI STAHR designed the scarecrow as a wise owl, with a directional sign to find wisdom at Chemeketa. They were rewarded with a \$100 gift certificate to spend in Dallas and used the funds to purchase four gift cards for Chemeketa's local Dallas students to use during the holidays. *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

SANDI KELLOGG, dean of Health Sciences, was selected to participate in the Association for Career and Technical Education (ACTE) 2021 National Leadership Fellowship Program. Sandi is one of 24 participants. The program identifies, trains, and motivates leaders who will continue to advance efforts to support an educated, prepared, adaptable, and competitive workforce. *(Core Theme: Community Collaborations—Instruction, training, and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

Thanks to the Holiday Social Committee planning members HOLLY COOK, DEE DIXON, JOEL GISBERT, LYNN IRVIN, TIM KING, EMILY MILLER, KAREN MUNOZ, BRIAN RADER, TERRY ROHSE, MEREDITH SCHREIBER, KIMBERLY SCHNEITER, STEVE VINCENT, and JAMIE WENIGMANN, for organizing the virtual Holiday Social on December 11. (Value: Collaboration)



Standard Report-6  
December 16, 2020

Thanks to the many faculty and staff who have been heavily involved in instructional and service area program reviews. Reviews occur on six-year cycles and encourage faculty and staff to reflect on purpose and performance in relation to the college's mission, core themes, initiatives, and key performance indicators. Eighty academic and service reviews have been conducted since the process began in 2013–2014. The areas below presented their program review findings this summer/fall remotely. (*Core Theme: Academic Quality—Quality programs, instruction, and support services are provided to students.*)

**Mid-Willamette Education Consortium Program Review** developed by staff October 2019–April 2020. August 2020 presentation by Director ED WOODS, CTE Regional Coordinator DEBBIE JOHNSON, and Financial Analyst MAGGI DAUGHTERTY.

**Corrections Education Program Review** developed by faculty and staff October 2019–March 2020. October 2020 presentation by Director JORDAN BERMINGHAM, College Inside Coordinator MICHAEL BUDKE, GED Coordinators SANDRA AGUINAGA, JON ANDRUS, and LINDA LACY, Instructional Technicians ARIEL CAREAGA and RICHARD SHIRER, and faculty CHRISTA MASTERS in Special Education, EILEEN ADICHO, HEATHER GOLDBLATT, and DOC PLAISANCE in Adult Basic Skills, and WILLIAM GASTONI in Vocational Technology Automotive.

**Computer Science Program Review** developed by faculty and staff January–August 2020. October 2020 presentation by Program Chair ANDREW SCHOLER.

**College Credit Now Program Review** developed by staff October 2019–August 2020. October 2020 presentation by Dean of High School Partnerships SARA HASTINGS, Student Services Coordinator MARLENE SANDOVAL, and Academic Advisor MAIRA GARCIA.

**Counseling and Career Services Program Review** developed by staff and faculty October 2019–September 2020. October 2020 presentation by Associate Dean CHRIS POTTS, Counseling Program Chair BLANCA AGUIRRE, Student Employment Specialist KIP CARLSON, Career Coach LORI GILLESPIE, and Administrative Assistant MERCEDES WINGO.

**College Access Programs Program Review** developed by staff November 2019–September 2020. November 2020 presentation by Student Retention and College Life Dean MIKE EVANS, College Completion Program Coordinator YESICA NAVARRO, Pre-College TRIO Coordinator LINO SOLOMON, TRIO Coordinator ANGELA ARCHER, and CAMP Coordinator LILIANA LANDA-VILLALBA

**Geography Program Review** developed by faculty November 2016–September 2020. November 2020 presentation by Program Chair STEVE WOLFE.

**APPROVAL OF SUSPENSION OF HEALTH INFORMATION MANAGEMENT PROGRAM  
[20-21-117]**

**Prepared by**

Dana Nolan, Program Chair—Instructor, Health Information Management  
Sandi Kellogg, Dean—Health Sciences  
Marshall Roache, Interim Executive Dean—Career and Technical Education  
Jim Eustrom, Vice President—Instruction and Student Services/  
Campus President, Yamhill Valley

---

The Health Information Management (HIM) program and its Advisory Committee are proposing a temporary suspension of the program beginning fall 2021. The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM), allows institutions to suspend a program but stay accredited for up to two years. The program currently offers an Associate of Applied Science degree. The suspension is being recommended due to the following:

- Curriculum revisions to meet higher math requirements instituted by the CAHIIM.
- Shortage of practicum sites due to COVID.
- Decreased job placement due to COVID.
- Low enrollment and graduation numbers:
  - 2017–2018: 12 students entered; 8 graduated.
  - 2018–2019: 11 students entered the program; 6 graduated.
  - 2019–2020: 11 students entered the program; 7 graduated.
- Faculty retirement, leaving one full-time instructor. National accreditation standard requires two full-time faculty with the appropriate HIM credentials: Registered Health Information Technician (RHIT) or Registered Health Information Administrator (RHIA).

During the suspension, the program will make the following updates and changes:

- Re-write curriculum.
- Collaborate with faculty to offer math and anatomy and physiology classes online to remain competitive in the field.
- Consider options to add coding and other certificates.
- Review and integrate new textbooks into courses.
- Re-sequence classes to reflect fall cohort start, rather than spring.
- Develop marketing campaign to increase enrollment.
- Review and implement practicum software to decrease on-site face to face hours to accommodate rural and out of state students.
- Recruit more practicum sites from other areas within Oregon.

**TEACH-OUT PLAN**

Currently enrolled students would be included in a teach-out through spring term 2021.

It is recommended that the College Board of Education approve the temporary suspension of the Health Information Management Program.

Action-2  
December 16, 2020

**ACCEPTANCE OF 2019–2020 AUDIT REPORT  
[20-21-118]**

**Prepared by**

Katie Bunch, Director—Business Services  
Miriam Scharer, Vice President/Chief Financial Officer

---

The 2019–2020 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 2019–2020 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.

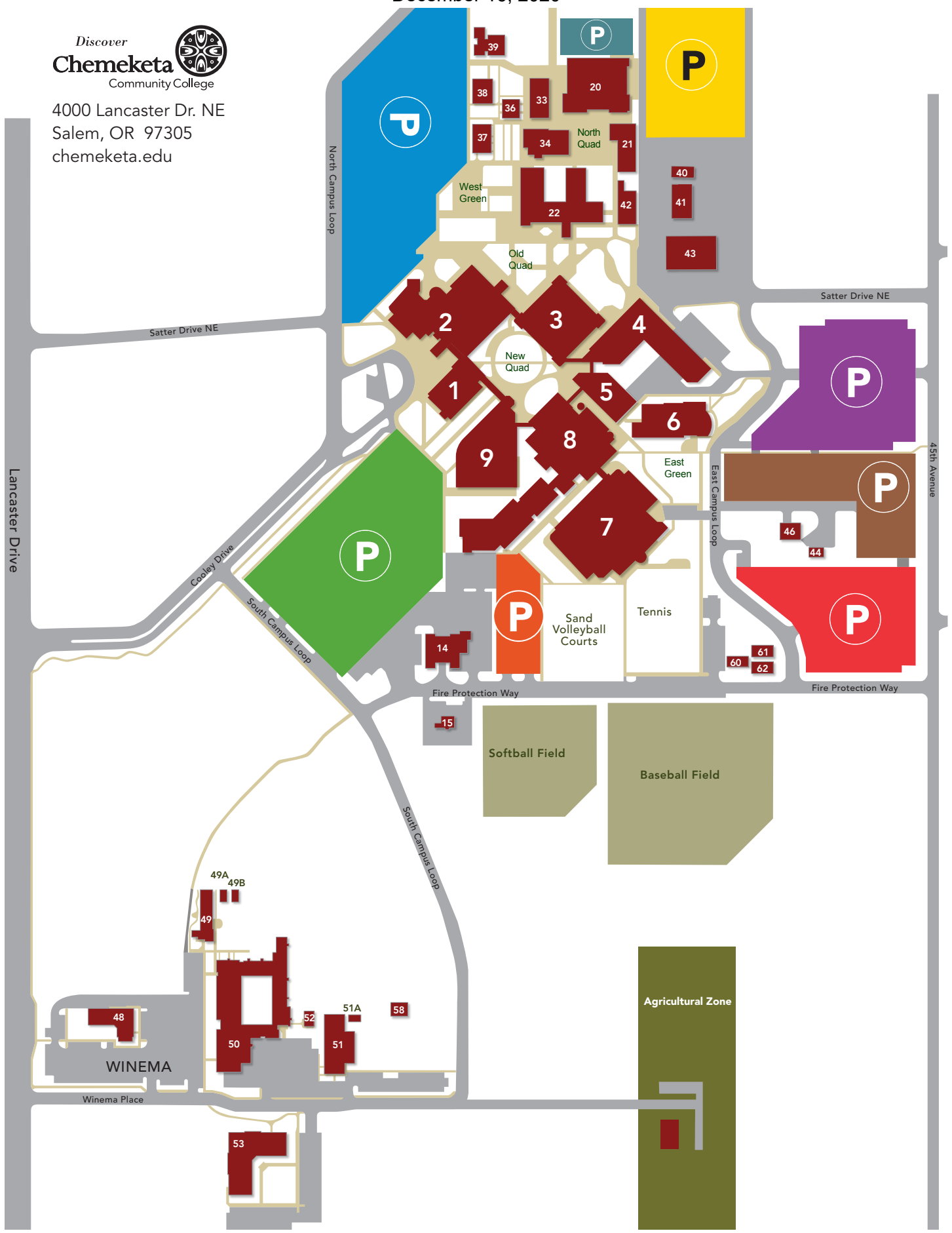
**Innovation** – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

**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 16, 2020



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



Appendix-2  
December 16, 2020

**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; Academic  
Effectiveness**; 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

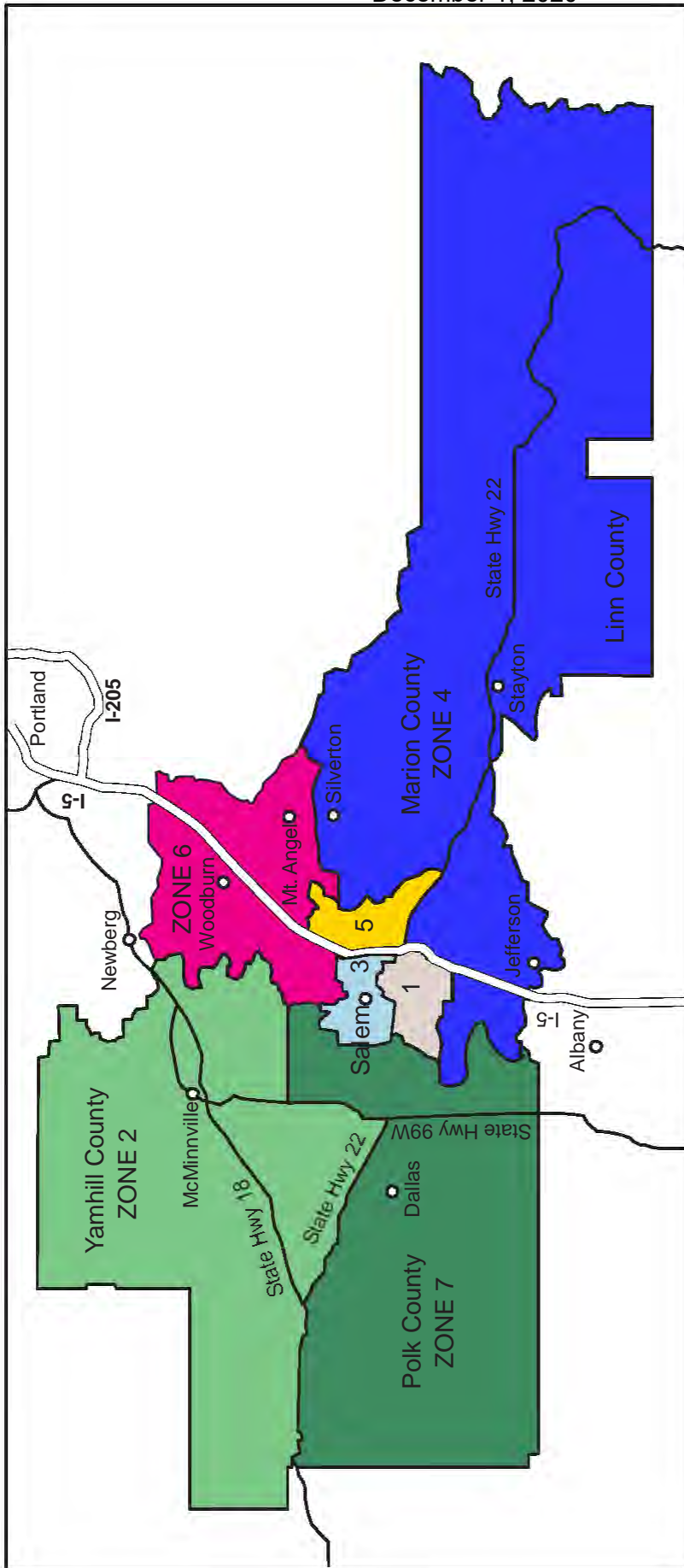
- Building 36—First floor
- Building 37—First floor
- Building 38—First floor
- Building 40—Second floor
- Building 50—First floor
- Building 51—First floor

**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, Chair 2020–2021
ZONE 2	Ron Pittman
ZONE 3	Neva Hutchinson
ZONE 4	Ken Hector
ZONE 5	Jackie Franke, Vice Chair 2020-2021
ZONE 6	Diane Watson
ZONE 7	Betsy Earls