

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

Regular Meeting

**January 19, 2022**

CHEMEKETA COMMUNITY COLLEGE  
4000 Lancaster Drive NE  
Salem, Oregon

**BOARD OF EDUCATION**



Regular Meeting

**January 19, 2022**

CHEMEKETA COMMUNITY COLLEGE  
4000 Lancaster Drive NE  
Salem, Oregon

- |  |                  |                                      |        |
|--|------------------|--------------------------------------|--------|
| <b>I. Workshop</b>   | <b>4–5 pm</b>    | <b>Web Conferencing / Livestream</b> |        |
| A. Post-Completion Outcomes<br>Michael Vargo, Vice President—Academic Affairs                                    |                  |                                      | 1      |
| <b>Workshop</b>  |                  |                                      |        |
| B. Advisory Committee Refresh and Applied Baccalaureate Degree<br>Michael Vargo, Vice President—Academic Affairs |                  |                                      | 2–3    |
| <b>II. Administration Updates</b>  | <b>5–5:45 pm</b> | <b>Web conferencing</b>              |        |
| <b>III. Regular Session</b>  | <b>6 pm</b>      | <b>Web Conferencing / Livestream</b> |        |
| A. Call to Order   |                  |                                      |        |
| B. Pledge of Allegiance  |                  |                                      |        |
| C. Chemeketa Land Acknowledgment   |                  |                                      | 4      |
| D. Roll Call   |                  |                                      |        |
| E. Comments from the Public  |                  |                                      |        |
| F. Approval of Minutes—Regular Board Meeting of December 15, 2021<br>and Board Work Session of January 7, 2022   |                  |                                      | 5–12   |
| <b>G. Reports</b>  |                  |                                      |        |
| 1. Reports from the Associations   |                  |                                      |        |
| a. Josh Wray Associated Students of Chemeketa (ASC)  |                  |                                      | 13     |
| b. Steve Wolfe Chemeketa Faculty Association   |                  |                                      | 14     |
| c. Aaron King Chemeketa Classified Employees Association   |                  |                                      | 15–16  |
| d. Megan Cogswell Chemeketa Exempt Employees Association   |                  |                                      | 17     |
| 2. Reports from the College Board of Education   |                  |                                      |        |
| <b>H. Information</b>  |                  |                                      |        |
| 1. 2022–2023 Proposed Budget Calendar<br>Aaron Hunter, Associate Vice President/Chief Financial Officer          |                  |                                      | 18–19  |
| 2. Proposed Student Tuition for 2022–2023<br>Aaron Hunter, Associate Vice President/Chief Financial Officer      |                  |                                      | 20-20b |

3.	College Policies BP#1100— <u>Chemeketa Community College's Name(s) and Trademark(s)</u> and BP#1200—Chemeketa Community College's Mission / Vision / Values / Core Themes David Hallett, Vice President—Governance and Administration	21–24
4.	Redistricting of Chemeketa Community College Zones 1, 2, 3, 4, 5, 6 and 7 David Hallett, Vice President—Governance and Administration	25–26
5.	Board of Education Diversity Statement Jackie Franke, Chair—Board of Education	27
<b>I. Standard Reports</b>		
1.	Personnel Report David Hallett, Vice President—Governance and Administration	28–29
2.	Budget Status Report Aaron Hunter, Associate Vice President/Chief Financial Officer	30–34
3.	Capital Projects Report Michael Kinkade, Associate Vice President—CIO/Operations Management	35
4.	Institutional Advancement Foundation Quarterly Report David Hallett, Vice President—Governance and Administration	36–37
5.	Grant Activities October 2021—December 2022 David Hallett, Vice President—Governance and Administration	38–39
6.	Fall Term Enrollment Report Mike Vargo, Vice President—Academic Affairs	40–42
7.	Chemeketa Community College COVID-19 Health and Safety Operational Plan Michael Kinkade, Associate Vice President—CIO/Operations Management	43
8.	Recognition Report Jessica Howard, President/Chief Executive Officer	44
<b>J. Separate Action</b>		
1.	Approval of Retirement Resolutions, No. 21-22-19, Daniel “Dan” A. Loop, and No. 21-22-20, Kristi K. Newton David Hallett, Vice President—Governance and Administration	[21-22-122] 45–47
<b>K. Action</b>		
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 Academic Calendar for 2022–2025 Mike Vargo, Vice President—Academic Affairs	[21-22-123] 48–53

2. Approval of 2021–2022 Faculty Sabbatical Leave Recommendation One-Term Spring 2022 Michael Vargo, Vice President—Academic Affairs	[21-22-124]	54
3. Acceptance of Program Donations October 1, 2021 through December 31, 2021 David Hallett, Vice President—Governance and Administration	[21-22-125]	55–56
4. Approval of Grants Awarded October 2021–December 2021 David Hallett, Vice President—Governance and Administration	[21-22-126]	57
5. Approval of the Board of Education Diversity Statement Jackie Franke, Chair—Board of Education	[21-22-127]	58
<b>L. Appendices</b>		
1. Mission – Vision – Values – Core Themes		59
2. Campus Map		60–61
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<b>M. Future Agenda Items</b>		
<b>N. Board Operations</b>		
<b>O. 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 of Civil Rights (OCR), 810 3<sup>rd</sup> Avenue, #750, Seattle, WA 98104, 206.607.1600.

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

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

Workshop-A  
January 19, 2022

## **POST-COMPLETION OUTCOMES**

### **Prepared by**

Heidi Gilliard, Director—Institutional Research and Reporting  
Michael Vargo, Vice President—Academic Affairs

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The workshop will focus on Institutional Metrics about employment outcomes for students who left Chemeketa in 2019, including one-year employment rate and five-year earnings growth.

This workshop will also cover supporting early momentum metrics for gateway course completion.

Workshop-B  
January 19, 2022

## **ADVISORY COMMITTEE REFRESH**

### **Prepared by**

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

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This workshop will provide an overview of Chemeketa's Advisory Committee refresh work that has been done up to this point, and the next steps and timeline in the process.

The first portion of the workshop will illustrate how work has begun to refresh the structure and administrative functions of Advisory Committees. The workgroup is underway developing a three-part implementation which includes updating outdated information, structure and literature of Advisory Committee materials. Consistency and recruitment drive the third phase of implementation by development of an outward facing presence online by creating a public website landing page that will include materials related to the recruitment and retention of knowledgeable and talented Advisory Committee members.

Workshop-B  
January 19, 2022

## **APPLIED BACCALAUREATE DEGREE**

### **Prepared by**

R. Taylor, Dean—Business and Technology, Early Childhood and Visual Communications  
Tim Ray, Dean—Agricultural Sciences and Technology  
Gaelen McAllister, Director—Institutional Grant Development  
Holly Nelson, Executive Dean—Regional Education and Academic Development  
Michael Vargo, Vice President—Academic Affairs

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This workshop will provide an overview of Chemeketa's first Applied Baccalaureate degree that is being proposed, the work that has been done up to this point, and the next steps and timeline in the process.

The team working on the development of the Applied Leadership and Management Applied Baccalaureate Degree has completed the initial steps of the process, and is currently working to put all the necessary pieces in place to accept the first cohort of students fall 2023.

The Applied Baccalaureate degree was legislatively approved to be offered in Oregon in the 2019 legislative session. Since this time, the Higher Education Coordinating Commission (HECC) has been developing a plan for community colleges to attain degree approval, including consulting with colleagues in the university system.

Chemeketa's approach thus far has been to research and collect feedback on community needs and local workforce gaps. There were several target program areas initially identified for the Applied Baccalaureate, but the team focused on one of the highest demand areas: furthering education toward management level positions across a range of local industry sectors where Career and Technical Education (CTE) Associate of Applied Science (AAS) graduates work. The new degree in Applied Leadership and Management will enhance an employee's potential to gain further growth and promotion within many career fields. It is anticipated that this degree will create a pathway to advanced education for Chemeketa's CTE graduates.



Land Acknowledgement  
January 19, 2022

## CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT

### Prepared by

Jessica Howard, President/ Chief Executive Officer  
Jackie Franke, Chair—Board of Education

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

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

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

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January 19, 2022

**APPROVAL OF BOARD MINUTES**

**Prepared by**

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

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Minutes of the board meeting of December 15, 2021, and the board work session of January 7, 2022, are submitted for review by the board.

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

Minutes  
January 19, 2022

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

December 15, 2021

**I. ADMINISTRATION UPDATES**

Jackie Franke, Chair, called Administration Updates to order at 5:07 pm in the Board Room, Building 2, Room 170, at the Salem Campus.

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

**College Administrators in Attendance:** Jessica Howard, President/Chief Executive Officer; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; Michael Kinkade, Associate Vice President, College Support Services/Operations (via Zoom); Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance; Rich McDonald, Director, Budget and Finance (via Zoom); and Katie Bunch, Director, Business Services (via Zoom).

Updates were discussed with the board regarding Oregon Community College Association (OCCA) legislative strategy for the upcoming Oregon short session, a board diversity statement, a women's softball field naming opportunity, the January board work session, Chemeketa's status with applied baccalaureate, introduction of the new CFO, an upcoming facilities master plan, the classified bargaining process which will begin in January, strategic enrollment management initiatives, and agenda preview.

A recess was taken at 5:49 pm.

**II. REGULAR SESSION**

**A. CALL TO ORDER**

Jackie Franke, Chair, reconvened the board meeting at 6 pm.

**B. PLEDGE OF ALLEGIANCE**

**C. CHEMEKETA LAND ACKNOWLEDGEMENT**

Jackie Franke read the land acknowledgement.

**D. ROLL CALL**

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

**College Administrators in Attendance:** Jessica Howard, President/Chief Executive Officer; Mike Vargo, Vice President, Academic Affairs; David Hallett, Vice President, Governance and Administration; Bruce Clemetsen, Vice President, Student Affairs; Michael Kinkade, Associate Vice President, College Support Services/Operations (via Zoom); Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance; Rich McDonald, Director,

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Budget and Finance (via Zoom); and Katie Bunch, Director, Business Services (via Zoom).

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

**E. COMMENTS FROM THE PUBLIC**

None.

**F. APPROVAL OF MINUTES**

Ed Dodson moved and Betsy Earls seconded a motion to approve the College Board of Education minutes from November 17, 2021.

The motion CARRIED.

**G. SEPARATE ACTION**

**Approval of Retirement Resolution No. 21-22-18, Patricia “Patti” M. Sessions**

Ron Pittman read Patti Sessions’ retirement resolution and noted her 28 years and 3-month association with Chemeketa. R. Taylor, Dean of Business & Technology, ECE, and Visual Communications shared a letter on Patti’s behalf.

Ken Hector moved and Ed Dodson seconded a motion to approve the retirement resolution as noted above.

The motion CARRIED.

**H. REPORTS**

**Reports from the Associations**

Sam Brennan, Associated Students of Chemeketa (ASC), provided a verbal report and discussed fall term events and upcoming events occurring during winter term.

Steve Wolfe, Chemeketa Faculty Association, Aaron King, Chemeketa Classified Association, and Marshall Roache, Chemeketa Exempt Association, said their reports stand as written. Marshall welcomed new exempt employees and noted Celia Nunez, Executive Director, Center for Business and Industry (CCBI) was leaving to take a position with the Higher Education Coordinating Commission (HECC) and thanked Celia for her contributions.

**Reports from the College Board of Education**

Ed Dodson attended the Court Appointed Special Advocates (CASA) luncheon, the Oregon Community College Association (OCCA) forum, the OCCA board meeting, the college’s Fire Suppression graduation, the Oregon Student Success Center (OSSC) advisory committee, the Chemeketa choir concert, the Salem Chamber forum speaker series, the Diversity, Equity and Inclusion (DEI) committee review, and the SEDCOR annual awards presentation.

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Ken Hector attended two Silverton Chamber business group meetings and two Silverton Rotary meetings.

Neva Hutchinson attended the Chemeketa Cellars Nouveau presentation, the SEDCOR annual awards presentation, and the Salem Holiday Market, and she thanked staff and students for their great work at the event.

Ron Pittman attended agenda review, met with Paul Davis and Danielle Hoffman at YVC for an update, and attended the SEDCOR annual awards presentation.

Diane Watson attended a quarterly meeting with Woodburn Center staff via Zoom, the Chemeketa Holiday Social, the SEDCOR annual awards presentation, and the Salem Holiday Market, and she mentioned that the Chemeketa program brochures at the event were well-done.

Betsy Earls noted she took a basic accounting online course at Chemeketa this term and mentioned her appreciation for the professor. Also, she stated that the Chemeketa Instagram posts have been terrific.

Jackie Franke attended the CASA annual lunch, the East Salem Rotary meeting, agenda review, the Chemeketa Holiday Social, the Mid-Willamette Valley Council of Governments (MWVCOG) executive committee meeting and board meeting, the wildfire roundtable with Representative Schrader and Secretary of Agriculture Tom Vilsack, and the SEDCOR annual awards presentation.

## **I. INFORMATION**

### **Presentation of 2020-2021 Audit Report**

Katie Bunch, Director of Business Services, thanked Business Services accounting staff Kela Kruse, Nancy Espinoza, Andrea Schamp, Ann Marie Swearingen, Brad Tedrow, and all other business services and budget and finance staff members who worked throughout the year to ensure the audit report was clean. Katie introduced Ken Kuhns, auditor, for Kenneth Kuhns & Company and thanked Ken and his staff.

Ken Kuhns reported to the board that the records were very clean and well-kept, and discussed the three opinions in the audit. First, Ken referred to pages 11–13 of the audit report, the Independent Auditor's Report, and explained that the college is responsible for the financial statements and accounting records. Ken noted the auditors have the responsibility to audit the financial statements in accordance with generally accepted auditing standards, as well as government auditing standards. The audit was performed in accordance with those standards. Ken referred to, and read, the opinion statement on page 12. Based on the audit and the report of the foundation auditors, the financial statements were presented fairly and in all material respects. It was an unmodified opinion – a clean opinion – which is the best opinion that any entity can earn and the opinion that was earned on the financial statements that were presented for the audit.

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The second opinion, on page 110, deals with federal government auditing standards and the requirements regarding what needs to be reported. The internal controls on an entity-wide basis were reviewed to determine if the controls and procedures were sufficient to allow the college to prepare its financial statements accurately and correctly. No weaknesses were found in the controls. The other part of the report dealt with compliance concerning contractual agreements, laws, and regulations that may affect the amounts in the financial statements. No areas of non-compliance were found.

The third part of the audit, pages 114–115, deals with certain rules and requirements for the state of Oregon (e.g., local budget law, public contracts and purchasing requirements, exceeding legal debt limits, etc.). The report indicates that the college has complied with the various state laws and regulations. In summary, the college received a clean opinion on the financial statements; entity-wide controls were sound; and there were no exceptions in terms of following state rules and regulations. Ken noted that, due to federal funds received, an additional audit report is required and will be issued shortly. Jackie Franke thanked Ken for his report and staff for their work.

#### **Academic Calendar for 2022–2025**

Michael Vargo presented the 2022–2025 academic calendar and thanked Mary Scamahorn, Administrative Coordinator, for her work on it.

#### **2020–2021 Financial Aid and Veterans Services Update**

Ryan West, Financial Aid and Veterans Services Director, said the report stands as written; however, he had several highlights to share. Ryan noted there was a big decline in Federal Student AID (FAFSA) filings for 2020–2021, that the same trend is occurring for 2021–2022, and that 2022–2023 data shows the decline is leveling off. More students are filling out the Oregon Student Aid Application (ORSA), which is for students who are Oregon residents but ineligible for federal financial aid, and the cohort default rate looks great. On February 1, repayment begins on student loans nationwide which raises concerns about how many students will fall into delinquency or default. The college is working with a non-profit guarantee agency to do targeted outreach with Chemeketa students going back into repayments. Emergency grants from the \$3.1 million in Higher Education Emergency Relief (HERF) assisted students during the 2020-2021 school year, and 76 percent of Chemeketa graduates received at least one type of financial aid.

Veterans' Services has been busy working on actively supporting veterans in remote operations and with the return back to campus. Ryan thanked Angela Archer, Trio Director, who stepped in with targeted outreach to veteran students. A second grant from the Oregon Department of Veteran Affairs helped provide funding for enhancements to the Veterans Resource Center and provided funding for some remote events. 238 veterans were served during the calendar year and \$1.75 million in revenue in tuition and fees was generated.

#### **2021–2022 Faculty Sabbatical Leave Recommendation One-Term Spring 2022**

Peter Hoelter, Sabbatical Review Committee Co-Chair, reported on behalf of the committee that Aaron (Toby) Wagner, Mathematics, and Tracie Hodgson be granted a one-term sabbatical leave during spring term 2022. Board approval will be requested at the January board meeting.

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**Statement of Budget Principles 2022–2023**

Rich McDonald discussed the Budget Principles and mentioned they remain unchanged from the previous years with the exception of discussing the focus on student success and mission fulfillment in order to align with the college's strategic planning language for next year. Referring to the Resources under Financial Environment, Rich discussed the state legislative appropriation of \$703 million dollars for all community colleges, state support and distribution of resources, economic growth, enrollment impact on revenue, tuition and fee revenue, and college expenses.

**J. STANDARD REPORTS**

**Personnel Report**

Alice Sprague, Associate Vice President of Human Resources, said the report stands as written and provided a few highlights. In the new hire section there was one grant-funded position. Also, Alice thanked everyone who made the holiday social such a wonderful event and gave a special thank you to classified staff and exempt leadership for their support.

**Budget Status Reports**

Katie Bunch referred to the Statement of Resources and Expenditures and noted that property tax revenue is coming in now through June. Also, this is the first month for this year that there is an amount listed for the beginning fund balance since the audit is completed. Katie noted on the Budget Status report that the expenditures are at a reasonable level for this time of the year and that cost savings will continue in some areas such as travel.

Rich McDonald said on the Status of Investments that there were many new investments, but yields were not as high as expected. The college continues to focus on the areas that can be invested in based on the guidelines.

**Capital Projects Report**

Michael Kinkade said the report stands as written.

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

John McIlvain, Emergency and Risk Manager, provided an update. The college continues to watch Oregon Occupational Health and Safety Administration (OSHA) as it waits for the resolution of legal challenges from the Federal Emergency Temporary Standard that would require private employers of 100 or more to mandate COVID-19 vaccinations or weekly employee testing. In addition, the guidance from the Centers for Disease Control (CDC) and Oregon Health Authority is monitored, the college encourages vaccinations and boosters, and all health and safety protocols are followed.

**Recognition Report**

Jessica Howard acknowledged all the employees in the written report.

**K. ACTION**

Ron Pittman moved and Betsy Earls seconded a motion to approve consent calendar items No. 1–4.

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1. Acceptance of 2020–2021 Audit Report [21-22-118]
2. Approval of Advisory Committees for 2021–2022 [21-22-119]
3. Approval of Resolution No. 21-22-10, Transfer of Special Projects Fund Appropriation [21-22-120]
4. Approval of College Policies—Board of Education BP 2000 Series (Chapter 2) [21-22-121]

The motion CARRIED.

**L. APPENDICES**

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

**M. FUTURE AGENDA ITEMS**

None were heard.

**N. BOARD OPERATIONS**

None.

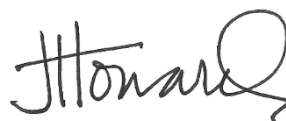
**O. ADJOURNMENT**

The meeting adjourned at 6:48 pm.

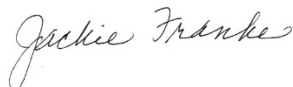
Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Chair

January 19, 2022

Date



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January 19, 2022

CHEMEKETA COMMUNITY COLLEGE

**BOARD WORK SESSION  
MEETING MINUTES**

January 7, 2021

The Board Work Session was held via Zoom on January 7, 2021. Jackie Franke, Chair, called the meeting to order at 8:27 am.

**Members in Attendance:** Ed Dodson; Jackie Franke, Chair; Ken Hector (Excused: 10:00 am–10:53 am); Neva Hutchinson; Ron Pittman, Vice Chair; and Diane Watson. Excused Absence: Betsy Earls.

**College Administrators in Attendance:** Jessica Howard, President/Chief Executive Officer; David Hallett, Vice President, Governance and Administration; and Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance.

**Guests:** Diane McLaran, Director of Community Relations; Patrick O'Connor, Oregon Department of Employment; Vivi Caleffi Prichard, Chief Diversity Officer; Sophia Tzeng, ASCETA Consultant; and Ramon Valdez, ASCETA Consultant.

**Work Session**

Jackie Franke started the work session with a welcome and review of the agenda. Jessica Howard reviewed the new annual cadence of student success data; Patrick O'Connor presented on economic projections for the Mid-Willamette Valley; Vivi Caleffi Prichard gave an update and discussed an opportunity for future engagement regarding a cultural competency non-credit training certificate for the community; Diane McLaran, with ASCETA consultants, worked with the board on a strategic planning exercise; Diane Watson, Neva Hutchinson, and Ron Pittman discussed the Board of Education diversity statement and feedback was given, and Aaron Hunter discussed the budget outlook and approach. The board asked clarifying questions throughout the work session, thanked the presenters for their work, and had good group discussions.

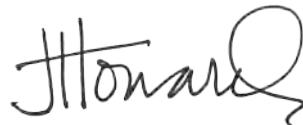
**Adjournment**

The meeting adjourned at 1:16 pm.

Respectfully submitted,



Board Secretary



President/Chief Executive Officer



Board Chair

January 19, 2022  
Date

## ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

### Prepared by

Josh Wray, ASC Legislative Coordinator  
Samantha Brennan, ASC Executive Coordinator

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### ASC / MULTICULTURAL STUDENT SERVICES (MSS) PAST EVENTS

#### Dia de Los Muertos

- The Multicultural students put together a day of the dead event on November 2. There were roughly 40 students in attendance throughout the event. They served pizza, pan dulce, and hot chocolate to the students.

#### Thanksgiving Club Fair

- The Student Clubs Coordinator, Andrea Jacho and Executive Coordinator, Sam Brennan worked to create a Thanksgiving Club Fair for the students. Eight clubs signed up, and seven clubs participated. Including club members, approximately 18 students participated. This event took place on November 15.

#### Get Yourself Tested (GYT)

- The Associated Students of Chemeketa worked with Marion county health to organize the GYT event. Approximately 30 students participated and about 15 students were tested. ASC provided pizza as an incentive for students to participate and offered volunteer hours for those who listened to the safe sex presentation.

#### ASC Movie Night

- Asha Mohamed, the International Student Representative planned and executed a movie night featuring the movie, *Howl's Moving Castle*. The event garnered over 25 people. Students were served popcorn, snacks and soda by the ASC team. By far this was the most successful event of the term.

### ASC / MSS CURRENT EVENTS

#### Coffee Cart

- Student Life has been providing free coffee outside of the Student Retention and College Life office IN Building 2 to all students.

### ASC / MSS FUTURE EVENTS

#### Omicron Variant

- With the Omicron variant of COVID-19 spreading, ASC representatives are evaluating how safe events are for students and making hard decisions to cancel most, if not all of them.

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

**Prepared by**

Steve Wolfe, President—Chemeketa Faculty Association

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**HOLIDAY SOCIAL DONATION**

Each year, Chemeketa holds a holiday party. Part of the purpose is to raise money to purchase grocery gift cards for those in need. The CFA usually budgets \$500 to donate for this purpose. The CFA Executive Board held its December monthly meeting on Monday, December 6 via Zoom. At the meeting, the board unanimously approved increasing this year's donation to \$750.

**WINTER CFA EXECUTIVE BOARD MEETINGS**

CFA Executive Board meetings this term will be held virtually on the following dates: Thursday, January 20; Tuesday, February 15; and Thursday, March 10.

## CHEMEKETA COMMUNITY COLLEGE CLASSIFIED EMPLOYEES ASSOCIATION (CCA)

### Prepared by

Tim King, Director of Public Relations—Chemeketa Community College Classified Employees Association  
Amanda Beckner, External Vice-President—Chemeketa Community College Classified Employees Association  
Aaron King, President—Chemeketa Community College Classified Employees Association

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### A MESSAGE FROM CCA PRESIDENT, AARON KING

The start of each new year is a time to reflect on the year just past and make plans for the future. It holds a special magic, with a promise of new opportunities and the possibility to change our lives for the better.

*“Tomorrow is the first blank page of a 365-page book. Write a good one.” – Brad Paisley.*

Let us write the best story for this new year, one full of new opportunities to grow, evolve, and change our lives for the better. Here’s wishing everyone the best 2022!

### WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS

- On November 22, 2021, Genisis Arevalo was hired for the position of Department Technician II in the Agriculture Sciences and Technology department.
- On November 29, 2021, Alicia Estrada De Rizo was hired for the position of Custodian I in the Capital Projects and Facilities department.
- On December 6, 2021, Katie Rupp was hired for the position of Department Technician II in the Polk Center department.
- On December 14, 2021, Maria Gasca was hired for the position of Department Technician I in the High School Partnerships department.
- On December 16, 2021, Jesus Sanchez was hired for the position of Student Services Specialist in the High School Partnerships department.
- On 12/27/2021, Milo J. Frazier Jr. was hired for the position of Career Technical Education in the Corrections Education department.
- On 1/05/2021 Zane Garver was hired for the position of Department Clerk in the Chemeketa Cooperative Regional Library Service department.

### RETIREMENTS

- On December 21, 2021, Genevieve Wittman retired after 39 years dedicated years as a Student Services Specialist in the Financial Aid and Veterans Services department.

Genevieve said, “I just have an overall impression of years of being happy to come to work and feeling supported and cared about. I never doubted that family came first with not only my immediate supervisor (and there have been a few), but also with those at the higher levels. I first came to work as a fairly young married woman.

Over my time at Chemeketa I have had two sons and now have five grandchildren. Both of my sons attended Chemeketa with one of them graduating from the automotive program. He

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too felt the support of those he interacted with. I have enjoyed not only my co-workers over the years but especially enjoyed helping students. It is after all what we do and why we want to come to work every day and strive to do our best. We are a piece of what helps put that student on the right path or to keep on going and not give up. It is a tremendous responsibility and privilege." Best luck to you, Genevieve!

- On December 21, 2021, Linda Luglan retired from her position as Financial Services II in the Bookstore and Auxiliary Services department. Linda worked as the bookstore's accountant for 15 years. Thank you, Linda, for your dedication and service!
- On December 21, 2021, Dan Loop retired from his position as Systems Analyst in the department of Integrated Technology. Dan has worked at Chemeketa in one capacity or another for 31 years. Thank you, Dan, and good luck to you!
- On December 21, 2021, Tracie Burger retired from the position of department project coordinator analyst.

Tracie said, "What a wonderful 28 1/2-year career I have had at Chemeketa! First at the bungalows at the Hill Road Campus in McMinnville, then at the "palace" across from the hospital at YVC! I have been blessed to work with four wonderful bosses, the BEST co-workers, and the MOST AWESOME instructors! My job changed from a front-line staff, to an office manager, to a campus manager and then finally to the Program Coordinator and Data Analyst I am today! There have been so many changes—going from a mainframe on the front counter where we registered students, to phone in registration, and finally to computers on every desk and internet and email!"

"I have been lucky to have done so many different things and always felt challenged and NEVER bored—able to support so many people in whatever they needed—including advising and registering students, taking payments, fixing student problems, consoling hysterical students, solving all kinds of problems, talking coworkers off the wall, hitting the PANIC button once, mopping up over-run toilets, picking up teachers on the side of the road when their car broke down, helping instructors with everything from A to Z and solving more problems, going from Mainframe schedule input to Banner schedule input with the new system that came with Y2K, training, training and more training people, going from DOS and WordPerfect to Windows and Microsoft Office Suite, learning three different emails, learning about Google and all the forms, learning about keys and doors and all the problems that go along with opening a new building, and so much more, and finally learning how to work remotely from home! It was a whole new world! Never a dull moment at my job!!"

Chemeketa has been such a wonderful place for a farm wife and Mom of four to work. My bosses have always been understanding of my "Mom and Wife duties" and I have appreciated that so much. I have loved every minute of my time here and will miss my WORK FAMILY so much, but am really looking forward to spending more time with my FIRST FAMILY from my 90-year old mom down to my two-month old grandson. I am a lucky gal and really am LIVING MY DREAM with my four kids, four grandkids and mom living within a few miles!"

#### NEW EMPLOYEE LUNCHEON

Due to technical difficulties, the December New Employee luncheon has been rescheduled.

**CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION**

**Prepared by**

Lynn Irvin, Vice President—Chemeketa Community College Exempt Association  
Megan Cogswell, President—Chemeketa Community College Exempt Association

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**2021 HOLIDAY SOCIAL**

- The annual Holiday Social was held on December 10. The exempt association donated \$750 to help purchase food gift cards for employees and students in need.

**EXEMPT ASSOCIATION EXECUTIVE BOARD MEETING**

- The next Exempt Association executive board meeting will meet in late January 2022 to plan the upcoming exempt association meeting and begin planning for elections.

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**2022–2023 PROPOSED BUDGET CALENDAR**

**Prepared by**

Rich McDonald, Director—Budget and Finance  
Aaron Hunter, Associate Vice President/Chief Financial Officer

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The tentative schedule for the development and approval of the 2022–2023 budget is attached. Budget committee meetings are scheduled in April.

The calendar, with any modifications from this board meeting, will be presented for adoption at the February board meeting.

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CHEMEKETA COMMUNITY COLLEGE  
2022–2023 BUDGET CALENDAR

January 19, 2022	Board reviews budget calendar
February 16, 2022	Board approves budget calendar Board adopts resolution setting Budget Committee meeting dates
March 7, 2022 - April 1, 2022	Publish legal notices of Budget Committee meetings
April 6, 2022 (6 pm)	Budget Committee meeting: Committee charge Election of Officers President's message Presentation of Budget-General Fund (Location: TBD)
April 20, 2022 (3:30 pm)	Budget Committee meeting: Presentation of Budget-Other Funds Discussion and approval (Location: TBD)
April 27, 2022 (6 pm)	Optional Budget Committee meeting (Location: TBD)
April 18, 2022- May 13, 2022	Publish Budget Summary and Notice of Budget Hearing
May 18, 2022 (6 pm)	Public Hearing on the Budget (Location: TBD)
June 22, 2022	Board adopts the Budget Resolution Board declares Budget Committee vacancies (Location: TBD)
July 15, 2022	Certify tax levy with county assessor



## PROPOSED STUDENT TUITION AND FEES FOR 2022–2023

### Prepared by

Aaron Hunter, Associate Vice President/Chief Financial Officer  
Bruce Clemetsen, Vice President—Student Services  
Mike Vargo, Vice President—Academic Affairs  
Jessica Howard, President/Chief Executive Officer

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Each year the college reviews student tuition and fees as part of the budget development process. The recommendation is brought to the board for discussion in January. The core theme of student success continues to focus the college to support initiatives, strategies, programs and operations that will positively impact targets for completion and student success.

### Tuition and Fee-Setting Guidelines

- Balance the need for revenue to maintain levels of service with affordability for students.
- Consider the level of state funding along with anticipated tuition and fee revenues when recommending changes to the tuition and fee rates.
- Incorporate annual inflationary increases to the rates to maintain equity among cohorts and avoid the eventual necessity of large rate increases to re-align with our guidelines.
- Maintain an alignment with our comparator colleges identified as: Clackamas Community College, Lane Community College, Linn-Benton Community College, Mt. Hood Community College, and Portland Community College.

### Proposed Student Tuition and Universal Fee Rates for 2022–2023

After a review of the college's projected budget for 2022–2023 and applying tuition and fee-setting guidelines, the administration is asking the Board to consider the following increases:

- Tuition increase of \$3 per credit hour
- Universal fee increases of \$3 per credit hour
- Out-of-state and international tuition increase of \$9 per credit hour
- Increase the differential fee rate of \$5 per credit hour for high-cost programs and courses to \$10 per credit hour

The following chart helps demonstrate the proposed increases:

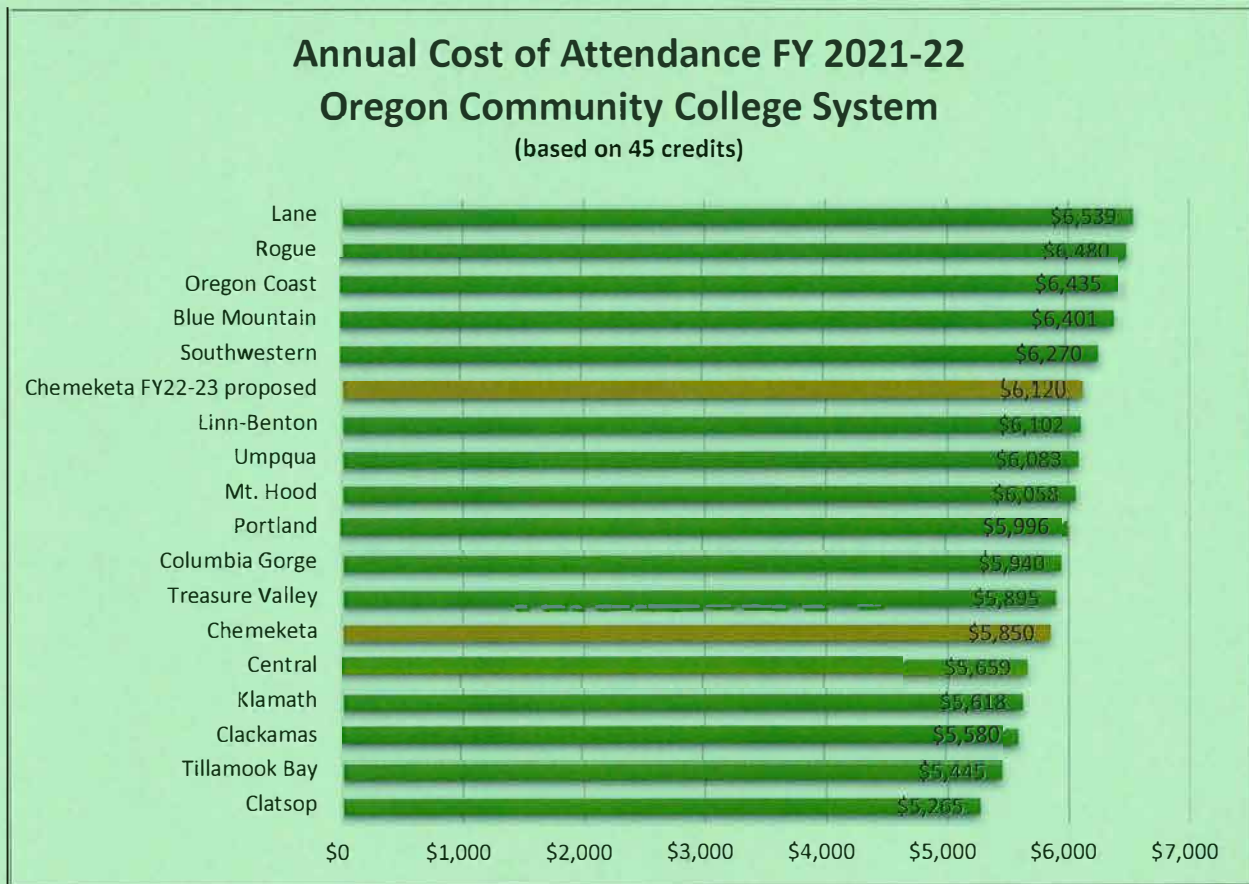
Rate	Current (2021–2022 per credit)	Increase per credit	Proposed (2022–2023 per credit)
Tuition	\$96	\$3	\$99
Universal Fee (credit courses)	\$34	\$3	\$37
Total per credit cost/increase	\$130	\$6	\$136
Total Percent Increase			4.6%

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Out-of-State & International Tuition	\$260	\$9	\$269
Differential Fee	\$5	\$5	\$10

Comparison Information

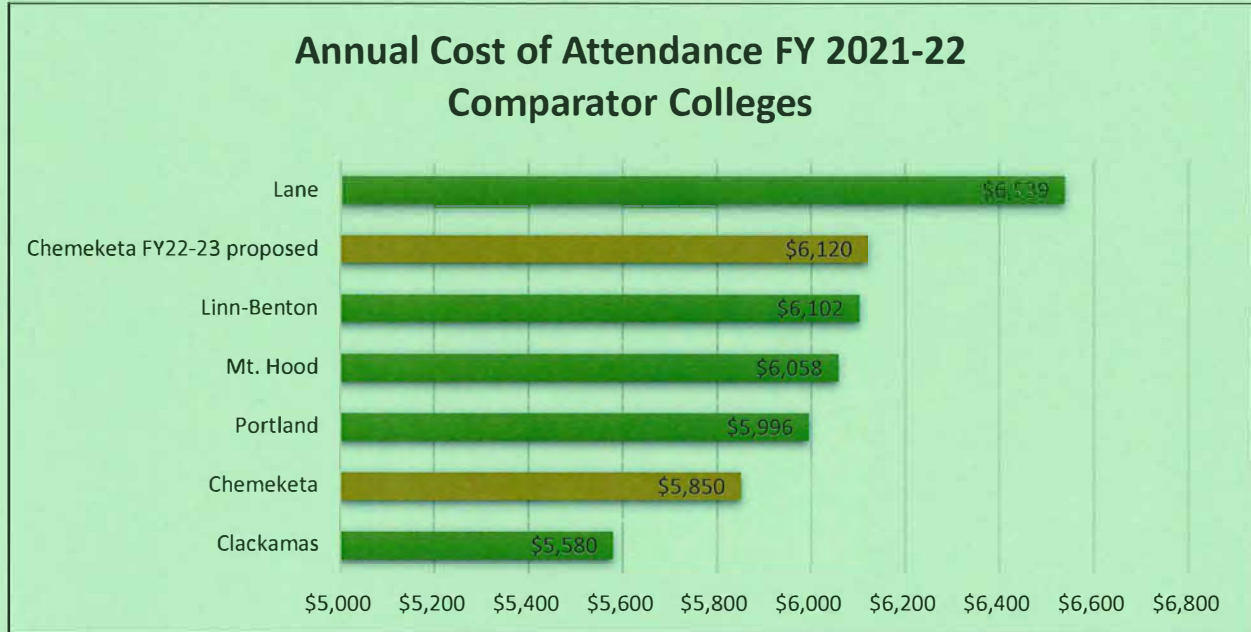
The relative cost ranking of all 17 community colleges from highest to lowest is shown below. For this current year, Chemeketa is below the statewide average of \$5,947.





Information-2  
January 19, 2022

The relative cost ranking of Chemeketa's comparator colleges from highest to lowest is shown below. For this current year, Chemeketa is below the comparator group average of \$6,021.



The proposed increase would place the college second among the comparator colleges *based on current year (2021–2022) rates*. It is likely that the college would be in the middle of comparator colleges again next year, if comparator colleges also propose modest rate increases for 2022–2023. We will not know what other community colleges adopt as their rates until later in the spring and therefore we use current year rates as comparison data.

The college administration plans to hold a student tuition forum to present the proposed increases, share changes in federal and state financial aid allocations, and answer questions about the proposals. The forum date has yet to be determined but will be scheduled prior to the February Board of Education meeting. The ASC representative will present feedback from the forum to the Board of Education at the next meeting.

Next month the administration will make a recommendation based on the board's discussion tonight and feedback from ASC. Official action will be requested at the February board meeting.

**COLLEGE POLICIES BP#1100—CHEMEKETA COMMUNITY COLLEGE'S  
NAME(S) AND TRADEMARK(S) AND  
BP#1200—CHEMEKETA COMMUNITY COLLEGE'S  
MISSION / VISION / VALUES / CORE THEMES**

**Prepared by**

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

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**CHEMEKETA COMMUNITY COLLEGE'S NAME(S) AND TRADEMARK(S)—BOARD POLICY  
#1100**

This policy is entirely new and is legally advised by the Oregon Community College Association policy program utilized by Chemeketa. This policy seeks to protect the name of the college as well as the name of college facilities against use by others outside of the college for commercial or other purposes. Additionally, current college Policy #2275—College Trademark (Logo) is incorporated into this policy since it also endeavors to restrict use of the college logo and other portions of college facilities unique to Chemeketa and associated with the college by others outside the college. Use of the college's name, logo or distinguishing characteristics associated with the college cannot be used by others outside of the college without written permission by the college president / chief executive officer.

**CHEMEKETA COMMUNITY COLLEGE'S MISSION / VISION / VALUES / CORE THEMES—  
BOARD POLICY #1200**

This policy represents the college's current Mission / Vision / Values / Core Themes and is being renumbered to be incorporated into the new policy standard established by the Oregon Community College Association policy program. Nothing has changed from the current wording in existing Policy #0010.

For the above noted policies, the new language is underlined and the former language has been stricken with lines through the text. These policies were reviewed through the College Policies' Implementation Team process and will be recommended for approval by the College Board of Education at the February board meeting.



## College Mission Series (1000)

### BP 1100

#### **Chemeketa Community College's Name(s) and Trademark(s)**

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##### **Name(s)**

The college has been named the Chemeketa Community College.

The name is the property of the Chemeketa Community College. No person shall, without the written permission of the Board of Education president/chief executive officer, use this name or the name(s) of any college(s) or other facilities campuses or outreach centers of the Chemeketa Community College, or any abbreviation of them, to imply, indicate, or otherwise suggest that an organization, product, or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the Chemeketa Community College.

The Chemeketa Community College consists of the following college(s) and education center(s): campuses and outreach centers:

1. Salem Main Campus
2. Center for Business and Industry
3. Polk Center
4. Yamhill Valley Campus
5. Woodburn Center
6. Northwest Wine Studies Center
7. Brooks Regional Training Facility
8. Santiam Center

##### **Trademark(s)**

Chemeketa Community College prohibits the use of its logo, images, or distinctive parts of its facilities to promote any commercial or political purpose, unless approved in writing by the college president/chief executive officer. Distinctive parts include, but are not limited to, art panels in Building 2 3 that are unique to the college Chemeketa.

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*Adopted College Board of Education*

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*Revised College Board of Education*

##### **References:**

ORS 341.415



## College Mission Series (1000)

### BP 1200

#### Chemeketa Community College's Mission-Vision-Values-Core Themes

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The mission-vision-values-core themes of the Chemeketa Community College is are:

##### **Mission:**

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

##### **Vision:**

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

##### **Values:**

**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.

##### **References:**

NWCCU Standards 1.A.1; 1.B.2; 1.B.4; and 2.G.2  
ORS 341.005, 341.009



## College Mission Series (1000)

### Core Themes:

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

**Access:** A broad range of educational opportunities and workforce training are 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.

The Board of Education will evaluate and revise the mission of the college on a regular basis.

The Chemeketa believes a commitment to diversity, equity, and inclusion enriches the college's mission and supports students in achieving their educational goals.

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*Adopted College Board of Education*

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*Revised College Board of Education*

### References:

NWCCU Standards 1.A.1, 1.B.2, 1.B.4, 2.G.2  
ORS 341.005, 341.009

**REDISTRICTING OF CHEMEKETA COMMUNITY COLLEGE  
ZONES 1, 2, 3, 4, 5, 6 AND 7**

**Prepared by**

Rebecca Hillyer, General Counsel  
David Hallett, Vice President—Governance and Administration

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The state law governing community college board zones is ORS 341.175, *Adjustment of Boundaries*, which states “The Board shall adjust the boundaries of zones established within a district as necessary to make them as nearly equal in population as is feasible according to the latest federal census.” Oregon bases both state legislative reappointment plans and congressional reappointment plans on redistricting data from the United States Census Bureau. The United States Census Bureau provided final census redistricting of Oregon in August 2021. On September 27, 2021, the Oregon Legislative Assembly completed the adoption of new congressional and legislative redistricting maps for Oregon with the passage of Senate Bill 881A and Senate Bill 882 and Governor Brown subsequently signed both measures. Based on the census data, Chemeketa Community College must reappoint district zones 3, 4, 5, and 7 and will slightly adjust zones 1, 2 and 6 in order to better equalize population distribution.

Each district or precinct, as nearly as practicable, shall:

- Be contiguous;
- Utilize existing geographic or political boundaries;
- Not divide communities of common interest; and
- For districts, be of nearly equal population

In general, if zones are within five percent of being equal in population, and are contiguous, use existing natural or administrative boundaries, reflect communities of common interest and do not favor a particular party or incumbent, then the intent of the law is satisfied.

2020 Census results indicate the following:

Estimated total population of the Chemeketa Community College district: 508,740  
Target population per Board Member Zone: 72,677 (+/- 3,634 or 5%)

Current population per Zone (Deviation from target in parentheses):

Zone 1 (South Salem): 72,208 (-0.6%)  
Zone 2 (Yamhill, North Polk): 74,433 (+2.4%)  
Zone 3 (Central Salem, South Keizer): 67,522 (-7.1%)  
Zone 4 (Balance of Marion, North Linn): 69,018 (-5.0%)  
Zone 5 (East Salem): 75,113 (+3.4%)  
Zone 6 (North Marion): 71,199 (-2.0%)  
Zone 7 (Balance of Polk): 79,247 (+9.0%)

The following proposed boundary adjustments for board zone boundaries equalizes the zone populations, maintains the current basic organization in the district, retains incumbent board members within the zones in which elected, and simplifies zone descriptions.



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Zone 1	(South Salem)	72,306	-0.5%
Zone 2	(Yamhill, North Polk)	72,890	+0.3%
Zone 3	(Central Salem, South Keizer)	72,660	-0.0%
Zone 4	(Balance of Marion, North Linn)	72,638	-0.1%
Zone 5	(East Salem)	72,652	-0.0%
Zone 6	(Woodburn/North Keizer)	72,832	+0.2%
Zone 7	(Polk County and Western Marion)	72,762	+0.1%

This proposal makes the following changes: moves West Salem parts north of Orchard Heights Pl/Rd NW into District 3 (was 7); expands District 1 to include downtown Salem south of Front St/Pringle Pkwy and align along Salem/Keizer UGB boundary; moves eastern boundary of District 5 west to Cordon Rd NE and expands slightly north and south; swaps some area in District 2 in Polk County to District 7; Zone 4 moves slightly north to include Mt. Angel; Zone 7 expands east of Independence into Marion County.

The College Board of Education will be asked to approve the proposed boundary adjustments for Zones 1 through 7 at the February, 2022 board meeting.

## BOARD OF EDUCATION DIVERSITY STATEMENT

### Prepared by

Diane Watson, Board Member  
Jackie Franke, Chair—Board of Education

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During the September Board of Education Work Session, the board reviewed their goals for the 2021–2022 academic year. Their goals will reflect how the board can support diversity, equity, and inclusion strategies; the strategic direction of the college; continuing involvement with legislators, partners, community, and stakeholders; and working closely with the president. A subcommittee of three board members developed a draft diversity statement that was reviewed at the January Board Work Session. Board members in attendees agreed to the importance of formalizing the diversity statement at a Board of Education meeting.

In support of their commitment to diversity, equity, and inclusion at the college, the Board of Education has developed the following diversity statement:

*The Chemeketa Community College Board of Education:*

- *Believes that diversity enriches our campus and community and that each individual and group has dignity and the potential to contribute to the learning environment and their community. To diminish the dignity of one is to diminish the dignity of us all.*
- *Seeks to support a just and inclusive environment by taking proactive measures to help ensure that all members of our college community have the incentives, support and opportunities to succeed in their educational and career aspirations.*
- *Supports strategies that create an inclusive campus climate as an institutional community value, by identifying and eliminating barriers that have prevented full participation of historically resilient, exploited and underserved populations.*
- *Supports the continual review of all policies and practices through an “Equity Lens” as a transformative quality improvement tool that centers racial equity and ultimately helps ensure Chemeketa Community is a welcoming, diverse, inclusive, and supportive college for all students, staff and the community to which we serve.*

## PERSONNEL REPORT

### Prepared by

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

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### NEW HIRES

Alicia Estrada De Rizo, Custodian I—Capital Projects and Facilities, College Support Services Division, 100 percent, 12-month assignment, Range A2, Step 3.

Milo J. Frazier Jr., Instructional Technician—Corrections Education, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range B2, Step 2.

Maria Gasca, Department Technician I—High School Partnerships, Regional Education and Academic Development Division, 100 percent, 12-month assignment, Range B1, Step 2.

Katie B. Rupp, Office Technician II—Polk Center, Regional Education and Academic Development Division, 100 percent, Range B2, step 6.

Jesus Juan Sanchez, Student Services Specialist—High School Partnerships, Regional Education and Academic Development Division, 100 percent, Range B3, Step 4.

### POSITION CHANGES

Megan Cogswell, Executive Director-Apprenticeship/Corrections Education—Career and Technical Education Division, 100 percent, Range D3, Step 8 from Executive Director-Apprenticeship/Corrections Education—Career and Technical Education Division, Range D2, Step 8.

Michelle L. Dyer, Department/Project Coordinator/Analyst—Yamhill Valley Campus, Regional Education and Academic Development Division, 100 percent, Range C1, Step 6 from Department Technician II—Yamhill Valley Campus, Regional Education and Academic Development Division.

Sara M. Hastings, Dean-High School Partnerships—Regional Education and Academic Development Division, 100 percent, Range D4, Step 5 from Dean-High School Partnerships—Regional Education and Academic Development Division, Range D3, Step 4.

Jadon N. McClellan, Public Safety Officer I—Public Safety, College Support Services Division, 100 percent, Range B2, Step 3, from Public Safety Officer I—Public Safety, College Support Services Division, 50 percent.

Edward “Ed” A. Woods, Coordinator-MWEC/Perkins—Mid-Willamette Education Consortium/Perkins, Career and Technical Education Division, Range C4, Step 9 from Coordinator-MWEC/Perkins—Mid-Willamette Education Consortium/Perkins, Career and Technical Education Division Range C3, Step 11.

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RETIREMENTS

Daniel “Dan” A. Loop, Systems Analyst—Information Technology, College Support Services Division, effective December 31, 2021.

Kristi K. Newton, Instructor-Business Management—Business and Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division, effective December 31, 2021.

SEPARATIONS

Taisa Chernishoff, Department Technician II—Health, Human Performance and Athletics, General Education and Transfer Studies Division, effective November 22, 2021.

Rosana Cruz, Department Technician II—Yamhill Valley Campus, Regional Education and Academic Development Division, effective January 13, 2022.

James R. Gapinski, Instructional Specialist—Tutoring Services, Student Development and Learning Resources Division, effective December 15, 2021.

Celia Nunez, Interim Executive Director-CCBI—Chemeketa Center for Business and Industry, Career and Technical Education Division, effective December 24, 2021.

## **BUDGET STATUS REPORT**

### **Prepared by**

Katie Bunch, Director—Business Services  
Rich McDonald, Director—Budget and Finance  
Aaron Hunter, Associate Vice President/Chief Financial Officer

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The financial reports of the general fund and investments for the period from July 1, 2021, through December 31, 2021, are attached.

The following items are included in the report:

- General Fund Statement of Resources and Expenditures
- General Fund Budget Status Report
- Quarterly Update of Other Funds
- Status of Investments as of December 31, 2021

**Chemeketa Community College**  
**Statement of Resources and Expenditures**  
**As of December 31, 2021**

Fund 100000 - General Fund Unrestricted

	<b>ADJUSTED BUDGET</b>	<b>YEAR-TO-DATE ACTUAL</b>	<b>% OF BUDGET</b>	<b>VARIANCE TO BUDGET</b>
<b>Resources:</b>				
Property Taxes	25,030,000	21,530,390	86.02%	(3,499,610)
Tuition and Fees	25,460,000	16,016,776	62.91%	(9,443,224)
State Appropriations - Current	37,300,000	27,589,258	73.97%	(9,710,742)
Indirect Recovery	1,140,000	440,801	38.67%	(699,199)
Interest	600,000	84,914	14.15%	(515,086)
Miscellaneous Revenue	300,000	328,868	109.62%	28,868
Transfers In	100,000	100,000	100.00%	-
Fund Balance	13,000,000	15,502,276	119.25%	2,502,276
<b>Total Resources</b>	<b>102,930,000</b>	<b>81,593,283</b>	<b>79.27%</b>	<b>(21,336,717)</b>
<b>Expenditures:</b>				
Instruction	39,604,542	16,731,964	42.25%	22,872,578
Instructional Support	14,096,237	6,371,976	45.20%	7,724,261
Student Services	9,381,454	4,093,570	43.63%	5,287,884
College Support Services	19,216,209	9,087,213	47.29%	10,128,996
Plant Operation and Maintenance	7,481,558	3,213,041	42.95%	4,268,517
Transfers and Contingency	11,650,000	2,121,107	18.21%	9,528,893
<b>Total Expenditures</b>	<b>101,430,000</b>	<b>41,618,871</b>	<b>41.03%</b>	<b>59,811,129</b>
<b>Unappropriated Ending Fund Balance</b>	<b>1,500,000</b>			

**Chemeketa Community College**  
**Budget Status Report**  
**As of December 31, 2021**

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	10,142,103.00	5,017,300.81	4,916,716.14	208,086.05
6120	Classified Salaries	13,819,939.00	6,410,735.46	6,167,816.88	1,241,386.66
6124	Part-Time Hourly & Student Wages	1,427,487.00	335,242.99	-	1,092,244.01
6130	Faculty Salaries	17,753,432.00	7,670,682.77	9,121,701.27	961,047.96
6132	Part-Time Faculty	8,459,866.00	3,524,398.92	297.24	4,935,169.84
6510	Fixed Fringe Benefits	10,584,378.00	4,695,866.39	-	5,888,511.61
6511	Variable Fringe Benefits	16,520,052.00	7,084,381.59	-	9,435,670.41
6512	Other Fringe Benefits	175,000.00	103,742.00	-	71,258.00
	<b>Subtotal Personnel Services</b>	<b>78,882,257.00</b>	<b>34,842,350.93</b>	<b>20,206,531.53</b>	<b>23,833,374.54</b>
					<b>44.17%</b>
Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,862,351.00	484,484.59	-	1,377,866.41
720	Equipment \$500-\$4,999	280,638.00	35,988.43	-	244,649.57
7300	Legal Services	128,300.00	23,081.11	43,687.50	61,531.39
7310	Insurance	704,245.00	694,126.30	-	10,118.70
7320	Maintenance	452,005.00	362,054.17	39,851.00	50,099.83
7330	Communications	984,058.00	308,665.42	-	675,392.58
7340	Space Costs	1,871,697.00	556,303.76	20,613.87	1,294,779.37
7350	Staff Development	132,180.00	28,651.45	-	103,528.55
7360	Travel	398,472.00	14,053.11	-	384,418.89
7370	Other Services	3,847,290.00	2,071,126.57	791,937.83	984,225.60
7550	Capital Outlay	236,507.00	76,878.85	-	159,628.15
8150	Transfers Out	5,150,000.00	2,121,106.53	-	3,028,893.47
8500	Contingency	6,500,000.00	-	-	6,500,000.00
	<b>Subtotal Non-Personnel Services</b>	<b>22,547,743.00</b>	<b>6,776,520.29</b>	<b>896,090.20</b>	<b>14,875,132.51</b>
					<b>30.05%</b>
	<b>Report Totals</b>	<b>101,430,000.00</b>	<b>41,618,871.22</b>	<b>21,102,621.73</b>	<b>38,708,507.05</b>
					<b>41.03%</b>

**Chemeketa Community College  
Quarterly Update of Other Funds  
July 1, 2021 - December 31, 2021**

	<b>FUND #</b>	<b>RESOURCES</b>	<b>OBLIGATIONS</b>	<b>BALANCE</b>
Auxiliary Services	680	\$ 5,315,230	\$ 1,693,230	\$ 3,622,000
Self-Supporting Services	2000	18,105,955	7,710,593	10,395,362
Intra-College Services	2800	10,094,660	3,296,691	6,797,969
Student Government, Clubs & Newspaper	7200	311,635	9,658	301,977
Athletics	7500	169,272	164,082	5,190
<b>TOTAL</b>		<b>\$ 33,996,752</b>	<b>\$ 12,874,254</b>	<b>\$ 21,122,498</b>

	<b>FUND #</b>	<b>BUDGET</b>	<b>OBLIGATIONS</b>	<b>BALANCE</b>
Reserve Funds	2650 & 670000	\$ 1,265,000	\$ -	\$ 1,265,000
Regional Library	2600	4,625,000	2,816,011	1,808,989
Capital Development	6000-6500	20,900,000	3,485,483	17,414,517
Student Financial Aid	4200	66,510,000	20,700,049	45,809,951
Special Projects	3000	48,075,000	15,091,335	32,983,665
Debt Service	590	34,630,000	1,851,448	32,778,552
Pension Adjustment Fund	499000	60,000,000	55,957,918	4,042,082
<b>TOTAL</b>		<b>\$ 236,005,000</b>	<b>\$ 99,902,244</b>	<b>\$ 136,102,756</b>



**STATUS OF INVESTMENTS AS OF DECEMBER 31, 2021**

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 12-31-2021</u>
Oregon Short-Term Fund - General	12-31-2021	On demand	\$32,802,519.49	0.45%
Oregon Short-Term Fund - Capital	12-31-2021	On demand	\$8,847,318.83	0.45%
<u>Other Investments</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Yield</u>
Discounted CP – Bank of Australia and New Zealand	11-01-2021	03-30-2022	\$1,998,758.33	0.150%
Treasury Note – United States Treasury	11-18-2021	04-30-2022	\$2,001,024.31	0.250%
Treasury Note – United States Treasury	11-18-2021	05-31-2022	\$2,002,068.03	0.410%
Treasury Note – United States Treasury	11-18-2021	06-30-2022	\$2,001,977.88	0.420%
Treasury Note – United States Treasury	11-18-2021	07-31-2022	\$2,001,767.28	0.520%
Treasury Note – United States Treasury	11-18-2021	08-31-2022	\$2,001,365.58	0.730%
Corporate Note – JP Morgan Chase	11-02-2021	09-23-2022	\$5,149,754.17	0.276%
Discounted CP – Nordea Bank	11-01-2021	10-21-2022	\$1,994,493.33	0.281%
Treasury Note – United States Treasury	12-10-2021	11-30-2022	\$1,996,866.68	0.290%
Treasury Note – United States Treasury	12-10-2021	12-31-2022	\$1,996,679.34	0.335%
Treasury Note – United States Treasury	12-10-2021	01-31-2023	\$2,044,514.35	0.346%
Treasury Note – United States Treasury	12-13-2021	02-28-2023	\$1,995,025.14	0.361%
Treasury Note – United States Treasury	12-13-2021	03-31-2023	\$1,993,415.11	0.400%
Treasury Note – United States Treasury	12-13-2021	04-30-2023	\$1,991,623.87	0.441%
Corporate Note – Bank of Nova Scotia	11-01-2021	05-01-2023	\$5,083,675.69	0.505%
Corporate Note – Chevron	12-09-2021	05-11-2023	\$2,595,258.67	0.647%
Gov't Agency – Federal Home Loan Mtg. Corp.	12-08-2021	06-19-2023	\$2,093,699.44	0.521%
Corporate Note – Toronto Dominion Bank	11-03-2021	07-19-2023	\$4,247,604.44	0.458%

13 week Treasuries 0.06% as of 12/31/2021

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

## CAPITAL PROJECTS REPORT

### Prepared by

Rory Alvarez, Director—Facilities and Operations  
Michael Kinkade, Associate Vice President—CIO/Operations Management

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### PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- Building 9 Chillers  
All materials have been delivered to the college and a contract award has been issued for installation of the chillers. Installation has begun and will be complete well before cooling is required in the spaces served by this unit.

### CURRENT AND COMPLETED CAPITAL PROJECTS

- Agricultural Complex  
Exterior Projects: Permits have been obtained for the greenhouse after many iterations with the county and consultants. Work has begun and the greenhouse is expected to be complete by the beginning of spring term. Hoop house permits have been submitted and are being reviewed by the county.

See Appendix–2; Campus Map pages 60–61.

**INSTITUTIONAL ADVANCEMENT FOUNDATION QUARTERLY REPORT  
OCTOBER 1, 2021–DECEMBER 31, 2021**

**Prepared by**

Jamie Wenigmann, Director of Development—Foundation  
Marie Hulett, Executive Director—Institutional Advancement  
David Hallett, Vice President—Governance and Administration

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**NEW SCHOLARSHIPS ESTABLISHED**

There have been two new scholarships established this quarter.

Smith Manufacturing Scholarship Fund: Established by long-time supporter Larry Smith, this scholarship supports students pursuing manufacturing programs at Chemeketa. As a volunteer for the Career Technical Education Center (CTEC) in Salem, this scholarship will give preference to students who are coming to Chemeketa after finishing the CTEC program.

Salem Area Garden Club Inc. Scholarship Fund: This fund was established by long-time Foundation supporters at the Salem Area Garden Club. Previously this organization had supported horticulture students through the general student scholarship account, but this year they have committed to creating a named scholarship to be awarded annually in support of full-time horticulture students.

**2022–2023 SCHOLARSHIP APPLICATION WINDOW OPEN**

The Foundation's scholarship application window will open Tuesday, February 1 for the 2022–2023 academic year. The scholarship application window will close March 31. Scholarships will be available for new and returning students who plan to enroll in at least two terms the next school year. Otilia Morales, Scholarship Coordinator, organized the necessary changes for the scholarship application and the Information Technology team implemented the updates for the application to go live February 1.

**ESTATE GIFT RECEIVED**

The Foundation received a significant estate gift from the Elizabeth A. Javens Revocable Living Trust in the amount of \$286,743.19. This was an unexpected gift made possible by Betty Javens in support of student scholarships. The Foundation will be working with her trustee to establish an endowed scholarship in her memory which will serve students in perpetuity.

**CLINT MATCH**

Thank you to those donors who recently supported the Giving Tuesday Clint Foundation Scholarship match. Just before the holiday break, the Foundation received a check that helped reach the \$10,000 fundraising goal! A huge thank you to the 30 donors who made a contribution in support of Chemeketa's working students. Because of their generosity, the Foundation was able to secure the \$10,000 match from the Clint Foundation in support of students looking to

Standard Report-4  
January 19, 2022

give back in the future, to make the community better. The Clint Foundation has partnered with the Foundation since 2011 in support of the Clint Foundation Scholarship.

#### HOLIDAY MARKET

Chemeketa partnered with the Salem Saturday Market for the 2021 Salem Holiday Market held December 10-12. For the fourth year, the Early Childhood Education program provided a Kid's Activity Booth, the Criminal Justice Club provided parking coordination, and the Music Program's Carolers performed throughout the weekend. Additionally, the Robotics Department hosted an interactive display for community members highlighting the features of the program. Each of these four groups earned a \$500 stipend in support of their departments. Canned food donations were collected in support of the Salem Campus Food Pantry. Chemeketa also had two dedicated booths at the market, one hosted by Chemeketa Cellars who offered wine tasting and bottle sales, and the other booth hosted by the Marketing department, which gave out Chemeketa-branded prizes and included representatives from the Foundation, Marketing, Human Resources, High School Partnerships, and Applied Technology rotating throughout the weekend.

#### ESTATE PLANNING SEMINAR

Foundation board member/secretary and estate planning attorney, Maria Schmidlkofer will present a free estate planning seminar titled 'Wills and Trusts Explained.' The seminar will be held virtually, Thursday, January 20, 12–1:15 pm. Maria is recognized statewide for her expertise in this subject matter.

#### QUARTERLY DONATION REPORT

The total amount of cash contributions for October 1, 2021–December 31, 2021 is \$541,793.14; the total valuation of in-kind contributions during October 1, 2021–December 31, 2021 is \$30,007.

**GRANT ACTIVITIES  
OCTOBER 2021–DECEMBER 2021**

**Prepared by**

Gaelen McAllister, Director—Institutional Grants  
David Hallett, Vice President—Governance and Administration

**GRANTS SUBMITTED—October 2021–December 2021**

<b>Grantor</b>	<b>Department</b>	<b>Descriptions</b>	<b>Amount</b>
Oregon Department of Education Grow Your Own	General Education and Transfer Studies (GETS)- Education	Renewal and increase of award to recruit a more diverse workforce of teachers by providing tuition, mentoring and career path support to high school students considering teaching and school district instructional assistants seeking teaching credentials. Cecelia Monto. Submitted November 4, 2021.	\$289,276
Oregon Department of Veteran Affairs	Student Development and Learning Resources (SDLR)	Renewal of Veterans' Resource Center funding, including peer mentoring, recruiting events and career connections. Angela Archer. Submitted October 27, 2021.	\$83,336
Salem Rotary	Regional Education and Academic Development- (READ)- Agricultural Science	Funds for construction of a composting center at the new Agricultural Complex. Would support sustainability goals while providing training on managing a healthy compost system for plant nourishment.	\$9805
<b>Total:</b>			<b>\$382,417</b>

**GRANTS PENDING NOTIFICATION—Grants submitted prior to the current quarter**

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
National Science Foundation (NSF)- Research Experiences for Undergraduates	GETS-Social Science	Partnership with Oregon State University to provide research training and paid research opportunities for Chemeketa students. Funds curriculum development, tuition and fellowships for students. Demetrius Ewing and Cecelia Monto.	\$80,183

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January 19, 2022

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
PGE Drive Change	College Support Services-Operations (CSSO) Capital Projects and Facilities	Funds for modernizing and increasing electric charging stations and acquiring an electric van for student activity transport. Supports Chemeketa's sustainability commitments. Isaac Talley. Submitted June 12, 2021	\$221,186
Salem Rotary	READ-Agricultural Science	Funds for construction of a composting center at the new Agricultural Complex. Would support sustainability goals while providing training on managing a healthy compost system for plant nourishment.	\$9,805

**GRANTS AWARDED**

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
Wells Fargo Foundation	Chemeketa Foundation	Funds for emergency student aid. Jamie Wenigmann. Submitted September 23, 2021.	\$7,500
U.S. Department of Education: Rehabilitation Services Administration-Disability Innovation Fund	READ-Academic Transition Services (ATS)	Statewide partnerships with DHS and community colleges to connect Vocational Rehabilitation eligible participants with career pathways, pre-apprenticeships/ apprenticeships and occupational skills training. 5-year grant. Adam Mennig. Submitted April 9, 2021.	\$822,794
Oregon Department of Education Grow Your Own	GETS-Education	Renewal and increase of award to recruit a more diverse workforce of teachers by providing tuition, mentoring and career path support to high school students considering teaching and School District instructional assistants seeking teaching credentials. Cecelia Monto. Submitted November 4, 2021.	\$289,276
<b>Total:</b>			<b>\$1,119,570</b>

## **FALL TERM ENROLLMENT REPORT**

### **Prepared by**

Beth Holscher, Institutional Research Analyst  
Heidi Gilliard, Director, Institutional Research and Reporting  
Michael Vargo, Vice President—Instruction and Student Services

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Items included in this report:

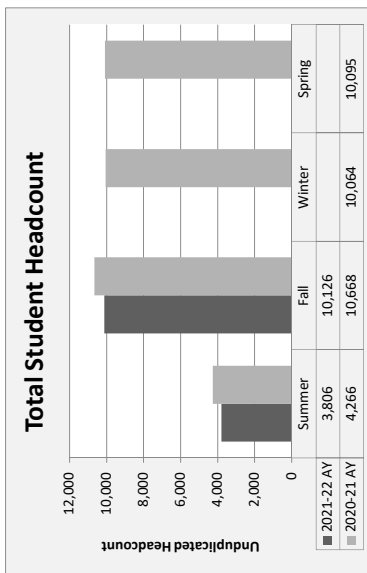
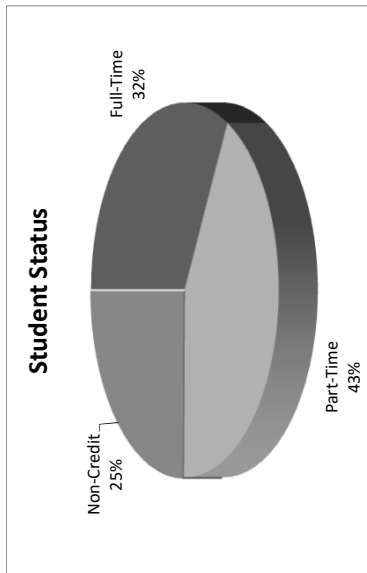
- Student, FTE and Enrollment Profile
- Fall Term Enrollment vs. Prior Years
- Fall Term Cumulative Enrollment

Fall 2021  
Student, FTE and Enrollment Profile  
All Locations

Fall 2021  
STUDENTS (unduplicated headcount)

Total Students	10,126
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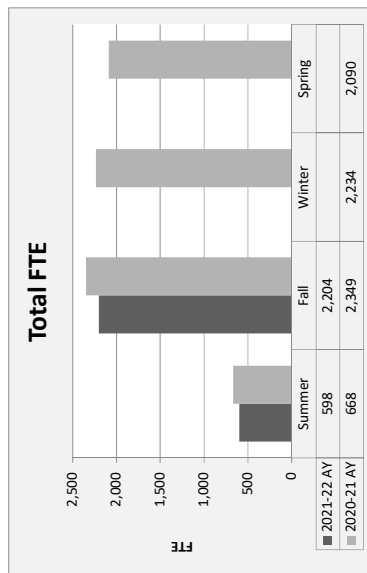
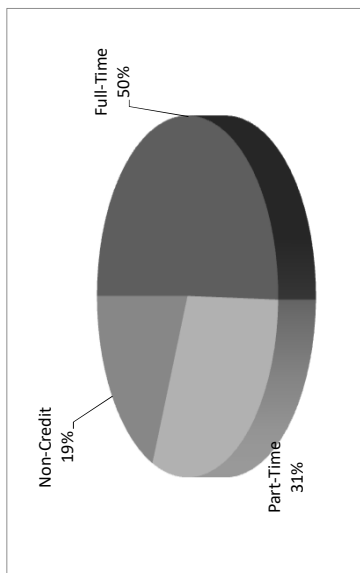
Full-Time	Part-Time	Non-Credit
3,293	4,319	2,514
32.5%	42.7%	24.8%



FTE

Total FTE	2,204
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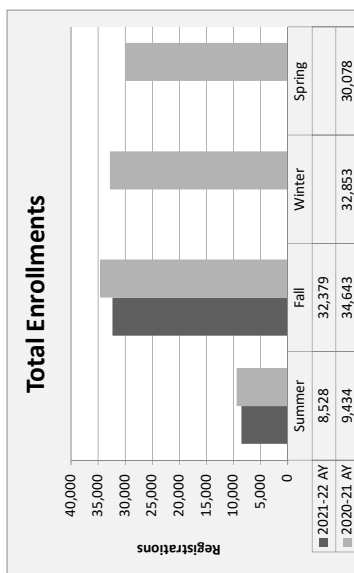
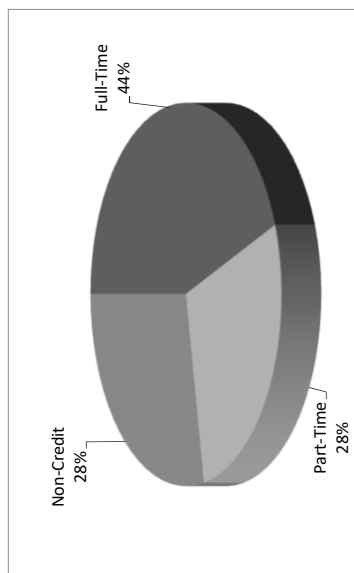
Full-Time	Part-Time	Non-Credit
1,110	684	412
50.3%	31.0%	18.7%



ENROLLMENTS (duplicated headcount)

Total Enrollments	32,379
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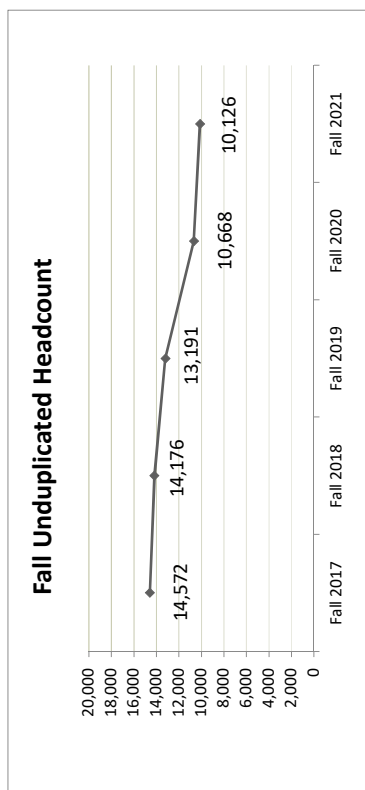
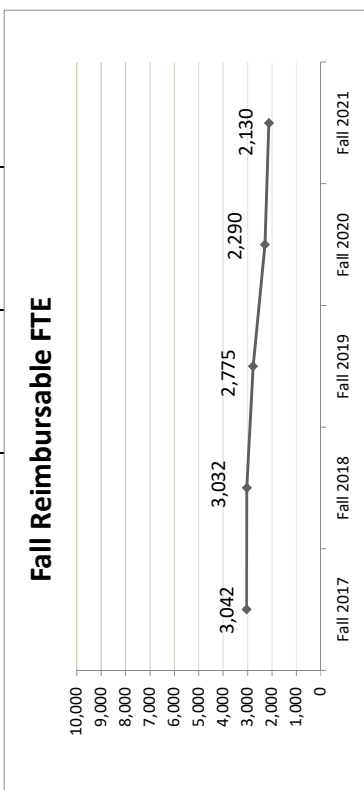
Full-Time	Part-Time	Non-Credit
14,295	9,013	9,071
44.1%	27.8%	28.0%





Fall 2021  
Student, FTE and Enrollment Profile  
All Locations

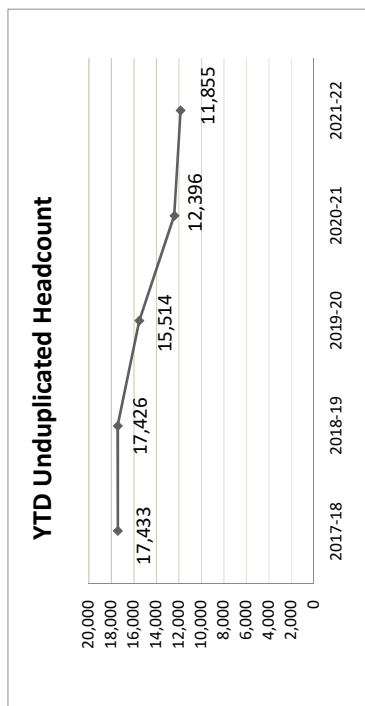
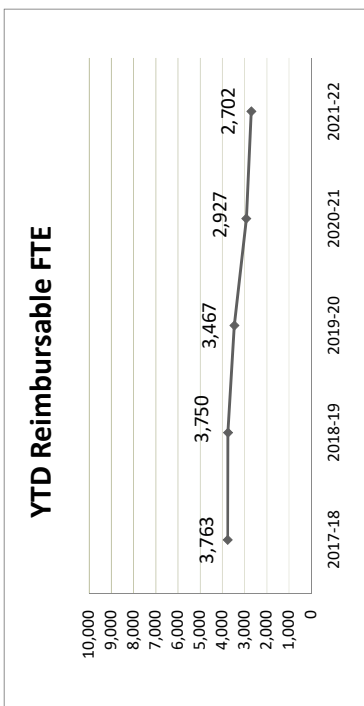
Fall-to-Fall Comparison			
Fall Term FTE and Headcount	Fall 2020	Fall 2021	% Change
Reimbursable FTE	2,290	2,130	-7.0%
Non-Reimbursable FTE	59	75	26.7%
Total FTE	2,349	2,204	-6.2%
Unduplicated Headcount	10,668	10,126	-5.1%



Rate of Change from Fall to Fall	2017 to 2018	2018 to 2019	2019 to 2020	2020 to 2021
	↑ 0.3%	↓ -8.5%	↓ -17.5%	↓ -7.0%
Change in Reimbursable FTE	↑	↓	↓	↓
Change in Unduplicated HC	↑	↓	↓	↓

\* A horizontal arrow indicates that change was flat (within three percent).

Year-to-Date			
Year-to-Date FTE and Headcount	2020-21	2021-22	% Change
YTD Reimbursable FTE	2,927	2,702	-7.7%
YTD Non-Reimbursable FTE	91	100	10.2%
YTD Total FTE	3,017	2,802	-7.1%
YTD Unduplicated Headcount	12,396	11,855	-4.4%



Rate of Change YTD to YTD	2017-18 to 2018-19	2018-19 to 2019-20	2019-20 to 2020-21	2020-21 to 2021-22
	→ 0.0%	↓ -7.5%	↓ -15.6%	↓ -7.7%
Change in YTD Reimbursable FTE	→	↓	↓	↓
Change in YTD Unduplicated HC	→	↓	↓	↓

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

**Prepared by**

John McIlvain, Manager—Emergency and Risk Management  
Michael Kinkade, Interim Vice President—CSSD

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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 January board meeting.

## RECOGNITION REPORT

### Prepared by

Jessica Howard, President/Chief Executive Officer

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

ANGELA ARCHER, MIKE EVANS, GAELLEN MCALLISTER and RYAN WEST, for developing a program for the 2022-2023 ODVA Campus Veteran Resource Center Grant that received \$57,000+. The funds will be focused on providing support for the VRC and programs to support the success of Chemeketa veterans. The group developed a number of projects that will be supported with these funds in the coming year. ANGELA ARCHER will coordinate these efforts in addition to her directing TRIO-SSS and DSS grant programs. I want to note that Angela's efforts made sure that the VRC has been open for a few hours each day during fall term. *(Core Theme: Student Success—Students' progress and complete their educational goals.) (Value: Collaboration)*

Thanks to the Holiday Social Committee planning members: JUDY ALLEN, TAYLOR CANTONWINE, DEE DIXON, SUSANA GARCIA, JOEL GISBERT, ASHLEY HACKETT, LYNN IRVIN, AARON KING, TIM KING (chair), AMY MCKINLEY, ADAM MENNIG, KAREN MUNOZ, ARIEL SALGADO, MEREDITH SCHREIBER, ALLI STEWART-HULL, PILLAR TORRES-BARRERA, STEVE VINCENT, JAMIE WENIGMANN, and MERCEDES WINGO for organizing the successful Hybrid Holiday Social on December 10 at the Ag Complex. Food gift certificates from donations by the classified, faculty and exempt associations, and the sale of raffle tickets were given to Chemeketa families in need. *(Value: Collaboration)*

Thanks to the READ, GETS, CTE, and Human Resources divisions, Faculty, Exempt, and Classified associations, Chemeketa Bookstore, Roth's Fresh Markets, STEPHANIE ARRITOLA, KERRY BURTIS, TAYLOR CANTONWINE, ASHLEY HACKETT, ADAM MENNIG, AARON PADILLA, MEREDITH SCHRIEBER, ALICE SPRAGUE, STEVE VINCENT, JAMIE WENIGMANN, and everyone else who helped with the Holiday Social. *(Value: Collaboration)*

Thanks to everyone who contributed to making Chemeketa's presence at the Holiday Market spectacular. Our Criminal Justice Club provided parking coordination. The Chemeketa Choir, led by KERRY BURTIS roamed the halls providing cheer and holiday music, Chemeketa robotics students along with their instructor, CHUCK SEKAFETZ excited the crowds with an entertaining and interactive robotics display, Early Childhood Education created a fun and hugely popular Kids Corner activity center, our Wine Studies program had a beautiful information and sales booth staffed by MEGAN JENSEN and the Wine Studies team, and the general Chemeketa booth was staffed by Chemeketa's marketing and foundation team, along with representatives from HR, HEP, HSP, and Education programs. *(Value: Collaboration)*

Separate Action-1  
January 19, 2022

**APPROVAL OF RETIREMENT RESOLUTIONS,  
NO. 21-22-19, DANIEL “DAN” A. LOOP, AND NO. 21-22-20, KRISTI K. NEWTON  
[21-22-122]**

**Prepared by**

David Hallett, Vice President—Governance and Administration

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The College Board of Education honors employees who retire after years of service to the college. Attached are resolutions honoring Daniel “Dan” A. Loop and Kristi K. Newton who retired effective December 31, 2021.

It is recommended that the College Board of Education adopt Resolution No. 21-22-19, Daniel “Dan” A. Loop, and No. 21-22-20, Kristi K. Newton.

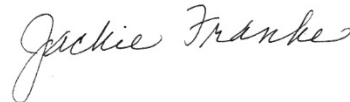
Separate Action-1  
January 19, 2022

**RETIREMENT RESOLUTION NO. 21-22-19  
DANIEL "DAN" A. LOOP**

WHEREAS, Daniel "Dan" A. Loop began his 27-year, 2-month association, as a salaried employee, with Chemeketa Community College in October, 1994; and

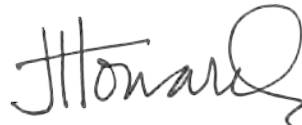
WHEREAS, Daniel "Dan" A. Loop gave dedicated service to Chemeketa Community College currently as Systems Analyst, Information Technology Department of College Support Services Division; therefore,

BE IT RESOLVED, that upon his retirement date of December 31, 2021, the College Board of Education hereby honors and commends Daniel "Dan" A. Loop for his loyalty, dedication and personal commitment to Chemeketa Community College.



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Jackie Franke  
Board Chairperson



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Jessica Howard  
President/Chief Executive Officer

Separate Action-1  
January 19, 2022

**RETIREMENT RESOLUTION NO. 21-22-20  
KRISTI K. NEWTON**

WHEREAS, Kristi K. Newton began her 34-year, 3-month association, as a salaried employee, with Chemeketa Community College in September, 1987; and

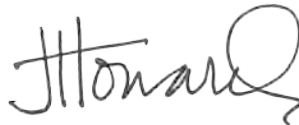
WHEREAS, Kristi K. Newton gave dedicated service to Chemeketa Community College currently as Instructor-Business Management, Business and Technology, Early Childhood Education and Visual Communication Department of Career and Technical Education Division; therefore,

BE IT RESOLVED, that upon her retirement date of December 31, 2021, the College Board of Education hereby honors and commends Kristi K. Newton for her loyalty, dedication and personal commitment to Chemeketa Community College.



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Jackie Franke  
Board Chairperson



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Jessica Howard  
President/Chief Executive Officer

**APPROVAL OF ACADEMIC CALENDAR FOR 2022–2025  
[21-22-123]**

**Prepared by**

Mike Vargo, Vice President—Academic Affairs

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The College is proposing a three-year perpetual Academic Calendar. Academic years 2022–2025 are being presented for review this year. Each year, the College Board of Education will review and approve the third year of the Academic Calendar. Below is an overview of the general academic calendar and nuances for 2022–2025.

**ACADEMIC TERMS**

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

- Summer term has three sessions: intensive five-week session, standard eight-week session, and ten-week session for specific programs
- Fall, winter and spring terms are each eleven weeks in length
- Summer 2022—Since the federally recognized Juneteenth holiday falls on Sunday, June 19, 2022 and the Chemeketa Classified Bargaining Agreement requires Sunday holidays to be recognized on Monday, summer term 2022 begins Tuesday, June 21.
- Winter 2023 and 2024—Due to the New Year Holidays, both winter terms begin the second week of January.

**SUMMER FRIDAY CLOSURES**

The college will be closed Fridays during July and August.

- Summer 2023 - The last summer Friday closure day is September 1.

**BREAKS**

- A four-week break is planned between fall and winter terms.
- 2024–2025 is a three-week break between fall 2024 and winter 2025.
- A one-week break is planned between winter and spring terms and between spring and summer terms.

**INSERVICE**

Fall employee inservice is two weeks in September, prior to fall term. The college is closed the first Tuesday of inservice for a college-wide inservice day. The college is closed the last Friday in April for a college-wide spring inservice day.

**HOLIDAYS AND OTHER COLLEGE CLOSURES**

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

- Juneteenth
- Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving Day and Day After
- Christmas Eve and Christmas Day or Day After
- New Year's Eve and New Year's Eve Day or Day After

Action-1  
January 19, 2022

- Martin Luther King Day
- Memorial Day

The college will also be closed for the following days:

- Saturday when Independence Day falls on Monday, Thursday or Friday.
- Saturday after Thanksgiving.
- December 22 or 23, to recognize one of the two classified contract paid non-duty days. The second will be a floating paid non-duty day for classified and exempt staff during the month of December.
- Presidents Day.

It is recommended that the College Board of Education approve the Academic Calendar for 2022–2025.





### 3-year ACADEMIC CALENDAR

	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>SUMMER</b>	<b>Summer 2022</b>	<b>Summer 2023</b>	<b>Summer 2024</b>
Beginning of Term	Jun 21, 2022 (Tue)	Jun 26, 2023	Jun 24, 2024
End of Term (Intensive 5-weeks)	Jul 23, 2022	Jul 29, 2023	Jul 27, 2024
End of Term (Standard 8-weeks)	Aug 13, 2022	Aug 19, 2023	Aug 17, 2024
End of Term (Specific Programs 10-weeks)	Aug 27, 2022	Sep 2, 2023	Aug 31, 2024
Final Exams	During last class	During last class	During last class
Faculty Grade Input Period	July 20–Aug 29, 2022 (10 am)	Jul 26–Sep 5, 2023 (10 am)	Jul 24–Sep 3, 2024 (10 am)
Summer Friday Closures	Fridays, Jul 1–Aug 26, 2022	Fridays, Jul 7–Sep 1, 2023	Fridays, Jul 5–Aug 30, 2024
College Closure & Holidays (Juneteenth, Independence Day)	Jun 20, 2022 Jul 2, 2022 (Sat) Jul 4, 2022	Jun 19, 2023 Jul 4, 2023	Jun 19, 2024 Jul 4, 2024 Jul 6, 2024 (Sat)
<b>FALL</b>	<b>Fall 2022</b>	<b>Fall 2023</b>	<b>Fall 2024</b>
Beginning of Term	Sep 26, 2022	Sept 25, 2023	Sep 30, 2024
End of Term	Dec 10, 2022	Dec 9, 2023	Dec 14, 2024
Final Exams	Dec 5–10, 2022	Dec 4–9, 2023	Dec 9–14, 2024
Faculty Grade Input Period	Oct 26–Dec 12, 2022 (10 am)	Oct 25–Dec 11, 2023 (10 am)	Oct 30–Dec 16, 2024 (10 am)
Employee Inservice	Sep 12–23, 2022	Sep 11–22, 2023	Sep 16–27, 2024
College-wide Inservice (closed to the public)	Sep 13, 2022	Sep 12, 2023	Sep 17, 2024
Winter Break	Dec 12, 2022–Jan 6, 2023	Dec 11, 2023–Jan 5, 2024	Dec 16, 2024–Jan 3, 2025
College Closures & Holidays*** (Labor Day, Veterans' Day, Thanksgiving/Day or Day After Saturday after Thanksgiving, Classified/Exempt non-duty day, Christmas Eve/Day or Day After, New Years Eve/Day or Day After)	Sep 5, 2022 Nov 11, 2022 Nov 24 & 25, 2022 Nov 26, 2022 (Sat) Dec 22, 2022 Dec 23 & 26, 2022 Dec 30, 2022 & Jan 2, 2023	Sep 4, 2023 Nov 10, 2023 Nov 23 & 24, 2023 Nov 25, 2023 (Sat) Dec 22, 2023 Dec 25 & 26, 2023 Jan 1 & 2, 2024	Sep 2, 2024 Nov 11, 2024 Nov 28 & 29, 2024 Nov 30, 2024 (Sat) Dec 23, 2024 Dec 24 & 25, 2024 Dec 31, 2024 & Jan 1, 2025
<b>WINTER</b>	<b>Winter 2023</b>	<b>Winter 2024</b>	<b>Winter 2025</b>
Beginning of Term	Jan 9, 2023	Jan 8, 2024	Jan 6, 2025
End of Term	Mar 25, 2023	Mar 23, 2024	Mar 22, 2025
Final Exams	Mar 20–25, 2023	Mar 18–23, 2024	Mar 17–22, 2025
Faculty Grade Input Period	Feb 8–Mar 27, 2023 (10 am)	Feb 7–Mar 25, 2024 (10 am)	Feb 5–Mar 24, 2025 (10 am)
Spring Break	Mar 27–31, 2023	Mar 25–29, 2024	Mar 24–28, 2025
College Closures & Holidays (Martin Luther King Day, Presidents Day)	Jan 16, 2023 Feb 20, 2023	Jan 15, 2024 Feb 19, 2024	Jan 20, 2025 Feb 17, 2025
<b>SPRING</b>	<b>Spring 2023</b>	<b>Spring 2024</b>	<b>Spring 2025</b>
Beginning of Term	Apr 3, 2023	Apr 1, 2024	Mar 31, 2025
End of Term	Jun 17, 2023	Jun 15, 2024	Jun 14, 2025
Final Exams	Jun 12–17, 2023	Jun 10–15, 2024	Jun 9–14, 2025
Faculty Grade Input Period	May 3–Jun 20, 2023 (10 am)	May 1–Jun 17, 2024 (10 am)	Apr 30–Jun 16, 2025 (10 am)
College-wide Inservice (closed to the public)	Apr 28, 2023	Apr 26, 2024	Apr 25, 2025
College Closures & Holidays (Memorial Day)	May 29, 2023	May 27, 2024	May 26, 2025
Graduation	TBD	TBD	TBD

\*\*\*To recognize two paid non-duty days in the classified bargaining agreement, classified & exempt staff will have one scheduled (as identified above) and one floating paid non-duty day during the month of December.

**All holidays are subject to bargaining agreements.**

Updated 11/4/21

Action-1  
January 19, 2022



2022-2023 ACADEMIC CALENDAR

**June 2022**

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
1	19	H	21	22	23	24	25
2	26	27	28	29	30		

**July 2022**

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

**August 2022**

S	M	T	W	T	F	S
7		1	2	3	4	5
8	7	8	9	10	11	12
9	14	15	16	17	18	19
10	21	22	23	24	25	26
	28	29	30	31		

**September 2022**

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

**October 2022**

S	M	T	W	T	F	S
1						1
2	2	3	4	5	6	7
3	9	10	11	12	13	14
4	16	17	18	19	20	21
5	23	24	25	26	27	28
6	30	31				

**November 2022**

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

**December 2022\*\*\***

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

**SUMMER TERM 2022**

	Intensive 5-weeks	Standard 8-weeks	Specific Programs 10-weeks
<b>Beginning of Term*</b>	June 21 (Tues)	June 21 (Tues)	June 21 (Tues)
<b>End of Term</b>	July 23	August 13	August 27
<b>Final Exams</b>	During last class	During last class	During last class
<b>Faculty Grade Input Period</b>	July 20–Aug 29 (10 am)	July 20–Aug 29 (10 am)	July 20–Aug 29 (10 am)
<b>Summer Friday Closure</b>	Fridays, Jul 1–Aug 26	Fridays, Jul 1–Aug 26	Fridays, Jul 1–Aug 26
<b>College Closures &amp; Holidays</b>	June 20 (Juneteenth) July 2 (Saturday)** July 4 (Independence Day)	June 20 (Juneteenth) July 2 (Saturday)** July 4 (Independence Day)	June 20 (Juneteenth) July 2 (Saturday)** July 4 (Independence Day)

**FALL TERM 2022**

<b>Beginning of Term</b>	September 26
<b>End of Term</b>	December 10
<b>Final Exams</b>	December 5–10
<b>Faculty Grade Input Period</b>	October 26–December 12 (10 am)
<b>Employee Inservice</b>	September 12-23
<b>College-wide Inservice</b>	September 13 (closed to the public)
<b>Winter Break</b>	December 12–Jan 6
<b>College Closures &amp; Holidays</b>	September 5 (Labor Day) November 11 (Veterans' Day) November 24 & 25 (Thanksgiving/Day After) November 26 (Saturday)** December 22 (Classified/Exempt non-duty day) December 23 & 26 (Christmas Eve/Day) December 30 & January 2 (New Years Eve/Day)

**WINTER TERM 2023**

<b>Beginning of Term</b>	January 9
<b>End of Term</b>	March 25
<b>Final Exams</b>	March 20–25
<b>Faculty Grade Input Period</b>	February 8–March 27 (10 am)
<b>Spring Break</b>	March 27–31
<b>College Closures &amp; Holidays</b>	January 16 (Martin Luther King Day) February 20 (Presidents Day)

**SPRING TERM 2023**

<b>Beginning of Term</b>	April 3
<b>End of Term</b>	June 17
<b>Final Exams</b>	June 12–17
<b>Faculty Grade Input Period</b>	May 3–June 20 (10 am)
<b>College-wide Inservice</b>	April 28 (closed to the public)
<b>College Closures &amp; Holidays</b>	May 29 (Memorial Day)
<b>Graduation</b>	TBD

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

**Calendar Legend**

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

\*Due to Juneteenth holiday, summer classes will start on Tuesday.  
\*\*Due to Independence Day and Thanksgiving Day Holidays, Saturday classes will not be held July 2 and November 26.  
\*\*\*To recognize the classified contract two paid non-duty days, classified and exempt staff will have a floating paid non-duty day during the month of December.

All holidays are subject to bargaining agreements.

Updated 11/4/21

**January 2023**

wk	S	M	T	W	T	F	S
1		H	3	4	5	6	7
1	8	9	10	11	12	13	14
2	15	H	17	18	19	20	21
3	22	23	24	25	26	27	28
4	29	30	31				

**February 2023**

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

**March 2023**

S	M	T	W	T	F	S
8			1	2	3	4
9	5	6	7	8	9	10
10	12	13	14	15	16	17
11	19	20	21	22	23	24
	26	27	28	29	30	31

**April 2023**

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

**May 2023**

S	M	T	W	T	F	S
5		1	2	3	4	5
6	7	8	9	10	11	12
7	14	15	16	17	18	19
8	21	22	23	24	25	26
9	28	H	30	31		

**June 2023**

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

Action-1  
January 19, 2022



2023-2024 ACADEMIC CALENDAR

June 2023

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

July 2023

S	M	T	W	T	F	S
1						1
2				H	5	6
3	9	10	11	12	13	14
4	16	17	18	19	20	21
5	23	24	25	26	27	28
6	30	31				29

August 2023

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

September 2023

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

October 2023

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

November 2023

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

December 2023\*\*

S	M	T	W	T	F	S
10						1
11	3	4	5	6	7	8
	10	11	12	13	14	15
	17	18	19	20	21	22
	24	H	H	27	28	29
	31					30

SUMMER TERM 2023

	Intensive 5-weeks	Standard 8-weeks	Specific Programs 10-weeks
Beginning of Term	June 26	June 26	June 26
End of Term	July 29	August 19	September 2
Final Exams	During last class	During last class	During last class
Faculty Grade Input Period	Jul 26–Sep 5 (10 am)	Jul 26–Sep 5 (10 am)	Jul 26–Sep 5 (10 am)
Summer Friday Closure	Fridays, Jul 7–Sep 1	Fridays, Jul 7–Sep 1	Fridays, Jul 7–Sep 1
College Closures & Holidays	June 19 (Juneteenth) July 4 (Independence Day)	June 19 (Juneteenth) July 4 (Independence Day)	June 19 (Juneteenth) July 4 (Independence Day)

FALL TERM 2023

Beginning of Term	September 25
End of Term	December 9
Final Exams	December 4–9
Faculty Grade Input Period	October 25–December 11 (10 am)
Employee Inservice	September 11–22
College-wide Inservice	September 12 (closed to the public)
Winter Break	December 11–Jan 5
College Closures & Holidays	September 4 (Labor Day) November 10 (Veterans' Day) November 23 & 24 (Thanksgiving/Day After) November 25 (Saturday)** December 22 (Classified/Exempt non-duty day) December 25 & 26 (Christmas Day/Day After) January 1 & 2 (New Years Day/Day After)

WINTER TERM 2024

Beginning of Term	January 8
End of Term	March 23
Final Exams	March 18–23
Faculty Grade Input Period	February 7–March 25 (10 am)
Spring Break	March 25–29
College Closures & Holidays	January 15 (Martin Luther King Day) February 19 (Presidents Day)

SPRING TERM 2024

Beginning of Term	April 1
End of Term	June 15
Final Exams	June 10–15
Faculty Grade Input Period	May 1–June 17 (10:00 am)
College-wide Inservice	April 26 (closed to the public)
College Closures & Holidays	May 27 (Memorial Day)
Graduation	TBD

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

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

\*\*Due to Thanksgiving Day Holiday, Saturday classes will not be held November 25.

\*\*\*To recognize the classified contract two paid non-duty days, classified and exempt staff will have a floating paid non-duty day during the month of December.

All holidays are subject to bargaining agreements.

January 2024

wk	S	M	T	W	T	F	S
			H	H	3	4	5
1	7	8	9	10	11	12	13
2	14	H	16	17	18	19	20
3	21	22	23	24	25	26	27
4	28	29	30	31			

February 2024

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

March 2024

S	M	T	W	T	F	S
8						1
9	3	4	5	6	7	8
10	10	11	12	13	14	15
11	17	18	19	20	21	22
	24	25	26	27	28	29
	31					30

April 2024

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

May 2024

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

June 2024

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

Action-1  
January 19, 2022



2024-2025 ACADEMIC CALENDAR

**June 2024**

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

**July 2024**

S	M	T	W	T	F	S
2	1	2	3	H	5	6
3	7	8	9	10	11	12
4	14	15	16	17	18	19
5	21	22	23	24	25	26
6	28	29	30	31		

**August 2024**

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

**September 2024**

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

**October 2024**

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

**November 2024**

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

**December 2024\*\*\***

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

**SUMMER TERM 2024**

	<u>Intensive 5-weeks</u>	<u>Standard 8-weeks</u>	<u>Specific Programs 10-weeks</u>
<b>Beginning of Term</b>	June 24	June 24	June 24
<b>End of Term</b>	July 27	August 17	August 31
<b>Final Exams</b>	During last class	During last class	During last class
<b>Faculty Grade Input Period</b>	July 24–Sept 3 (10 am)	July 24–Sept 3 (10 am)	July 24–Sept 3 (10 am)
<b>Summer Friday Closure</b>	Fridays, Jul 5–Aug 30	Fridays, Jul 5–Aug 30	Fridays, Jul 5–Aug 30
<b>College Closures &amp; Holidays</b>	June 19 (Juneteenth) July 4 (Independence Day) July 6 (Saturday)**	June 19 (Juneteenth) July 4 (Independence Day) July 6 (Saturday)**	June 19 (Juneteenth) July 4 (Independence Day) July 6 (Saturday)**

**FALL TERM 2024**

<b>Beginning of Term</b>	September 30
<b>End of Term</b>	December 14
<b>Final Exams</b>	December 9–14
<b>Faculty Grade Input Period</b>	October 30–December 16 (10 am)
<b>Employee Inservice</b>	September 16–27
<b>College-wide Inservice</b>	September 17 (closed to the public)
<b>Winter Break</b>	December 16–Jan 3
<b>College Closures &amp; Holidays</b>	September 2 (Labor Day) November 11 (Veterans' Day) November 28 & 29 (Thanksgiving/Day After) November 30 (Saturday)** December 23 (Classified/Exempt non-duty day) December 24 & 25 (Christmas Eve/Day) December 31 & January 1 (New Years Eve/Day)

**WINTER TERM 2025**

<b>Beginning of Term</b>	January 6
<b>End of Term</b>	March 22
<b>Final Exams</b>	March 17–22
<b>Faculty Grade Input Period</b>	February 5–March 24 (10 am)
<b>Spring Break</b>	March 24–28
<b>College Closures &amp; Holidays</b>	January 20 (Martin Luther King Day) February 17 (Presidents Day)

**SPRING TERM 2025**

<b>Beginning of Term</b>	March 31
<b>End of Term</b>	June 14
<b>Final Exams</b>	June 9–14
<b>Faculty Grade Input Period</b>	April 30–June 16 (10 am)
<b>College-wide Inservice</b>	April 25 (closed to the public)
<b>College Closures &amp; Holidays</b>	May 26 (Memorial Day)
<b>Graduation</b>	TBD

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

**Calendar Legend**

<span style="border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span> Start of Term	<span style="border: 1px dashed black; display: inline-block; width: 15px; height: 15px;"></span> Summer Friday college closure	<span style="background-color: #d9ead3; display: inline-block; width: 15px; height: 15px;"></span> Inservice days
<span style="border: 1px solid black; display: inline-block; width: 15px; height: 15px;"></span> End of Term	<span style="background-color: #f4cccc; display: inline-block; width: 15px; height: 15px;"></span> Other college closure day	<span style="background-color: #fff2cc; display: inline-block; width: 15px; height: 15px;"></span> Term days
<span style="border: 1px dotted black; display: inline-block; width: 15px; height: 15px;"></span> Spring Break	<span style="background-color: #f4cccc; color: red; font-weight: bold; display: inline-block; width: 15px; height: 15px;"></span> College closed for observed holiday	

\*\*Due to Independence Day and Thanksgiving Day Holidays, Saturday classes will not be held July 6 and November 30.  
\*\*\*To recognize the classified contract two paid non-duty days, classified and exempt staff will have a floating paid non-duty day during the month of December.

All holidays are subject to bargaining agreements.

Updated 11/4/21

**January 2025**

wk	S	M	T	W	T	F	S
					H	2	3
1	5	6	7	8	9	10	11
2	12	13	14	15	16	17	18
3	19	H	21	22	23	24	25
4	26	27	28	29	30	31	

**February 2025**

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

**March 2025**

S	M	T	W	T	F	S
8						1
9	2	3	4	5	6	7
10	9	10	11	12	13	14
11	16	17	18	19	20	21
	23	24	25	26	27	28
1	30	31				

**April 2025**

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

**May 2025**

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

**June 2025**

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

Action-2  
January 19, 2022

**APPROVAL OF 2021–2022 FACULTY SABBATICAL LEAVE RECOMMENDATION  
ONE-TERM SPRING 2022  
[21-22-124]**

**Prepared by**

Peter Hoelter, Sabbatical Review Committee Co-Chair  
Cecelia Monto, Sabbatical Review Committee Co-Chair  
Michael Vargo, Vice President—Academic Affairs

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In spring 2020, the College Board of Education approved six (6) applications for a total of seventeen (17) terms of sabbatical leave for the 2021–2022 academic year, leaving two (2) terms of leave for one-term spring 2022 sabbaticals. 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.”

Three applications were submitted for one-term spring 2022 sabbaticals. The Sabbatical Review Committee reconvened in fall 2021 and used the criteria and guidelines developed jointly by the faculty association and the college to review the three applications. The committee, by consensus, recommended the two applications listed below be approved. The third applicant will be encouraged to reapply when there are more terms available. Academic and Student Affairs concurred with the committee recommendation.

It is recommended that the College Board of Education approve the following sabbatical leaves:

**Aaron (Toby) Wagner—Mathematics, 1 term**

This sabbatical will focus on enhancing the Math 070 Template Course in MyOpenMath so that it has additional built-in support for students. The main objective is to code detailed examples and solution walk-throughs for every homework problem in the Math 070 Template Course. The second objective of the sabbatical, if time allows, is to create a video-cued assessment for the Math 070 Template Course in MyOpenMath.

**Traci Hodgson—Social Science, 1 term**

This sabbatical will focus on transforming Social Science courses to be compliant with Universal Design for Learning (UDL) principles. This will support inclusiveness for all students with a variety of abilities and learning styles. To do so, the instructor will enhance learning about UDL principles and complete the Chemeketa UDL certificate. The information learned will be shared with faculty colleagues to encourage engagement in their own course transformation using UDL principles.

2 terms available  
3 applicants—3 terms  
2 applicants and 2 terms approved

**ACCEPTANCE OF PROGRAM DONATIONS  
OCTOBER 1, 2021 THROUGH DECEMBER 31, 2021  
[21-22-125]**

**Prepared by**

Shawn Keebler, Administrative Assistant—Chemeketa Foundation  
Jamie Wenigmann, Director of Development—Chemeketa Foundation  
Marie Hulett, Executive Director—Institutional Advancement  
David Hallett, Vice President—Governance and Administration

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These items were donated to Chemeketa Community College from October 1, 2021 through December 31, 2021. It is recommended that the College Board of Education accept these donations.

<b>Item:</b> Various equipment and materials <b>Donor:</b> Garmin AT <b>Declared Value:</b> \$20,595 <b>Program:</b> Electronics Program	<b>Item:</b> 1999 Subaru Legacy Outback <b>Donor:</b> Dana Field <b>Declared Value:</b> \$950 <b>Program:</b> Automotive Technology Program
<b>Item:</b> 2000 Kia Spectra GSX <b>Donor:</b> Nyall W. Bacon <b>Declared Value:</b> \$250 <b>Program:</b> Automotive Technology Program	<b>Item:</b> One box of 205 individual CD's <b>Donor:</b> John R. Hawkins <b>Declared Value:</b> \$1,000 <b>Program:</b> Library Materials
<b>Item:</b> 24 books <b>Donor:</b> Kathleen Veldhuisen <b>Declared Value:</b> \$30 <b>Program:</b> Library Materials	<b>Item:</b> 1768 lbs. of food for pantry <b>Donor:</b> Marion-Polk Food Share Inc. <b>Declared Value:</b> \$3,650 <b>Program:</b> Food Pantry
<b>Item:</b> 449 lbs. of food for pantry <b>Donor:</b> Marion-Polk Food Share Inc. <b>Declared Value:</b> \$775 <b>Program:</b> Food Pantry	<b>Item:</b> 217 lbs. of food for pantry <b>Donor:</b> Marion-Polk Food Share Inc. <b>Declared Value:</b> \$434 <b>Program:</b> Food Pantry

Action-3  
January 19, 2022

<b>Item:</b>	74 lbs. of food for pantry	<b>Item:</b>	249 lbs. of food for pantry
<b>Donor:</b>	Marion-Polk Food Share Inc.	<b>Donor:</b>	Marion Polk Food Share Inc.
<b>Declared Value:</b>	\$222	<b>Declared Value:</b>	\$475.50
<b>Program:</b>	Food Pantry	<b>Program:</b>	Food Pantry
<b>Item:</b>	581 lbs. of food for pantry	<b>Item:</b>	269 lbs. of food for pantry
<b>Donor:</b>	Marion-Polk Food Share Inc.	<b>Donor:</b>	Marion-Polk Food Share Inc.
<b>Declared Value:</b>	\$763	<b>Declared Value:</b>	\$612.50
<b>Program:</b>	Food Pantry	<b>Program:</b>	Food Pantry
<b>Item:</b>	Gift card to Safeway		
<b>Donor:</b>	Marion-Polk Food Share Inc.		
<b>Declared Value:</b>	\$250		
<b>Program:</b>	Food Pantry		

**APPROVAL OF GRANTS AWARDED  
OCTOBER 2021–DECEMBER 2021  
[21-22-126]**

**Prepared by**

Gaelen McAllister, Director—Institutional Grants  
David Hallett, Vice President—Governance and Administration

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These grants have been awarded to the college from October to December 2021. It is recommended that the board accept these grants.

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
Wells Fargo Foundation	Chemeketa Foundation	Funds for emergency student aid. Jamie Wenigmann. Submitted September 23, 2021.	\$7,500
U.S. Department of Education: Rehabilitation Services Administration-Disability Innovation Fund	READ-Academic Transition Services (ATS)	Statewide partnerships with DHS and community colleges to connect Vocational Rehabilitation eligible participants with career pathways, pre-apprenticeships/ apprenticeships and occupational skills training. 5-year grant. Adam Mennig. Submitted April 9, 2021.	\$822,794
Oregon Department of Education Grow Your Own	GETS-Education	Renewal and increase of award to recruit a more diverse workforce of teachers by providing tuition, mentoring and career path support to high school students considering teaching and School District instructional assistants seeking teaching credentials. Cecelia Monto. Submitted November 4, 2021.	\$289,276
		<b>Total:</b>	<b>\$1,119,570</b>



**APPROVAL OF THE BOARD OF EDUCATION DIVERSITY STATEMENT  
[21-22-127]**

**Prepared by**

Diane Watson, Board Member  
Jackie Franke, Chair—Board of Education

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During the September Board of Education Work Session, the board reviewed their goals for the 2021–2022 academic year. Their goals will reflect how the board can support diversity, equity, and inclusion strategies; the strategic direction of the college; continuing involvement with legislators, partners, community, and stakeholders; and working closely with the president. A subcommittee of three board members developed a draft diversity statement that was reviewed at the January Board Work Session. Board members in attendance agreed to formalize the diversity statement at a Board of Education meeting.

In support of their commitment to diversity, equity, and inclusion at the college, the Board of Education has developed the following diversity statement:

*The Chemeketa Community College Board of Education:*

- *Believes that diversity enriches our campus and community and that each individual and group has dignity and the potential to contribute to the learning environment and their community. To diminish the dignity of one is to diminish the dignity of us all.*
- *Seeks to support a just and inclusive environment by taking proactive measures to help ensure that all members of our college community have the incentives, support and opportunities to succeed in their educational and career aspirations.*
- *Supports strategies that create an inclusive campus climate as an institutional community value, by identifying and eliminating barriers that have prevented full participation of historically resilient, exploited and underserved populations.*
- *Supports the continual review of all policies and practices through an “Equity Lens” as a transformative quality improvement tool that centers racial equity and ultimately helps ensure Chemeketa Community is a welcoming, diverse, inclusive, and supportive college for all students, staff and the community to which we serve.*

It is recommended that the Board of Education approve and adopt the above language as their formal diversity statement.

# 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.

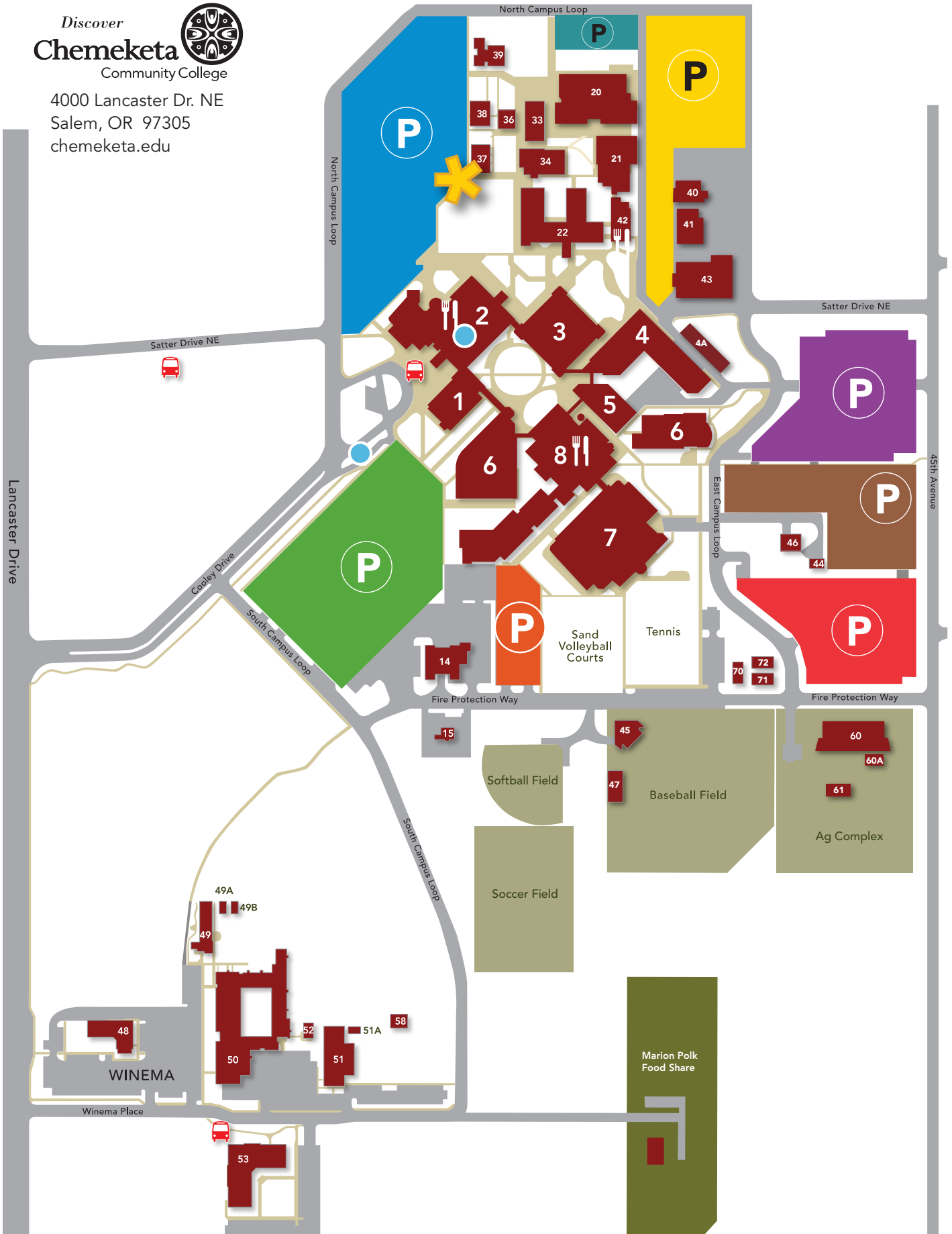
**Innovation** – We innovate through reflection, analysis, and creativity. We design quality instruction, programs, and services to prepare students to meet the changing needs of our communities in a global society.

**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  
January 19, 2022



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



Building directory on reverse side

## Appendix-2 January 19, 2022

### Building and Primary Function(s)

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

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

### Area or Service—Building/Room

- Academic Development—22/100
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Athletics—7/103
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Career Center—2/115
- Chemeketa Cooperative Regional Library Service—9/136
- Chemeketa Online—9/106
- Computer Labs, Library—9/Second Floor
- Convenience Store—2/180
- Cooperative Work Experience—38
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- Employee Development Center—6/218b
- English for Speakers of Other Languages—22/100
- Enrollment Center—2/200
- Extended Learning—3/252
- Financial Aid—2/200
- First Aid—2/173
- Food Service—2/First Floor, 8, & 42
- GED—22/100
- General Information (Welcome Center)—2/110
- Gymnasium—7
- Human Resources—2/214
- International Programs and Study Abroad—2/174
- Instruction & Student Services—3/272
- IT Help Desk—9/128
- Library—9/Second Floor
- Lost & Found—2/173
- Mail Room—43
- Multicultural Center—2/177A
- Northwest Innovations—42
- Parking Permits—2/173 Public Safety Placement Assessment—2/201
- Planetarium—2/171
- Posting Notices on Campus—2/176
- President's Office—2/216

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

### Instructional Department Offices

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

### Restrooms

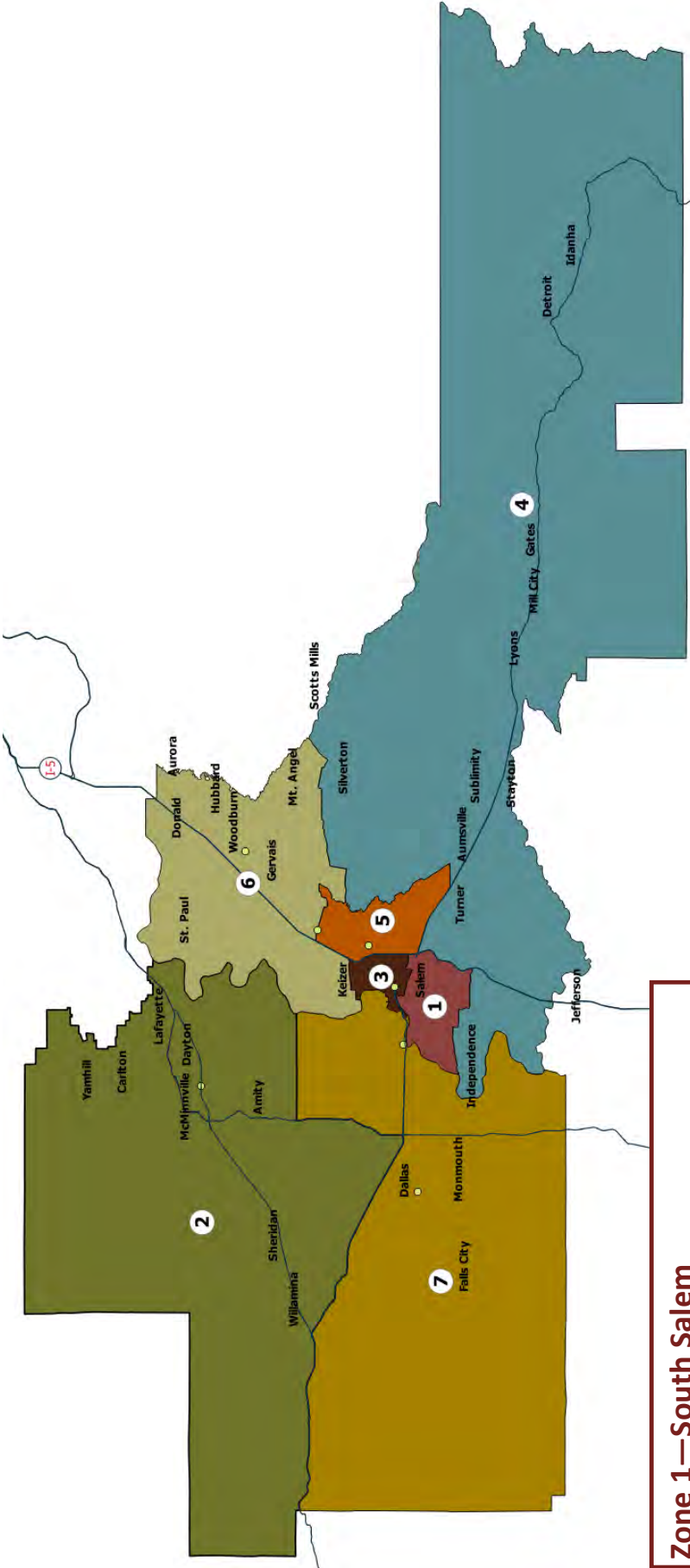
#### SINGLE OCCUPANCY

- Building 2—First floor, across from C-Store
- Building 4—Second floor
- Building 5—Second floor
- Building 6—First floor
- Building 8—First floor
- Building 20—First floor
- Building 36—First floor
- Building 37—First floor
- Building 38—First floor
- Building 40—Second floor
- Building 50—First floor
- Building 51—First floor

#### MOTHER'S ROOM

- Building 2—First floor, next door to C-Store
- Building 8—First floor
- Building 20—Second floor
- Building 40—Second floor

# Chemeketa Community College Board Zone Boundary Map



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

- Board Members
- ZONE 1 Ed Dodson**
  - ZONE 2 Ron Pittman, Vice Chair 2021-2022**
  - ZONE 3 Neva Hutchinson**
  - ZONE 4 Ken Hector**
  - ZONE 5 Jackie Franke, Chair 2021-2022**
  - ZONE 6 Diane Watson**
  - ZONE 7 Betsy Earls**

**Handouts**  
**January 19, 2022**

# Student Success Data

Post Graduation Outcomes



## Student Success Institutional Indicator 2

**Chemeketa students are able to find employment after attending Chemeketa.**

- One-Year Employment Rate
- Five-Year Earnings Growth



## Cohort

**To be included in the analysis, a student must have earned a credential or completed at least 24 credits and did not return to Chemeketa the next academic year.**

They also must have a valid social security number. Employment information is gathered from the Oregon Employment Department and includes any type/level of employment. Students are matched by their social security number.

Reporting Year:	2017	2018	2019	2020	2021
Employment Rate Cohort	4,082	4,065	4,001	3,834	3,962



## Measure Definitions:

### One-Year Employment Rate

Percent of students employed one year after leaving Chemeketa.

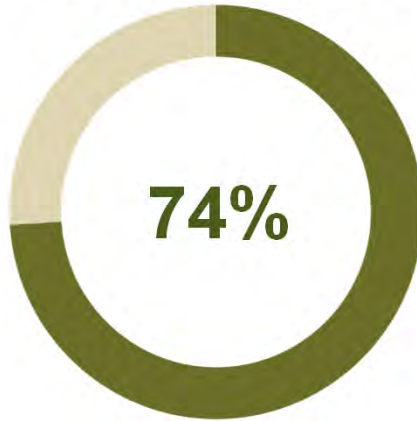
### Five-Year Earnings Growth

Difference between the average salary of students employed one year after leaving Chemeketa and the average salary of those students five years after leaving Chemeketa.

Employment and salary information is gathered from the Oregon Employment Department and includes any type of employment.



## 1-Year Employment Rate



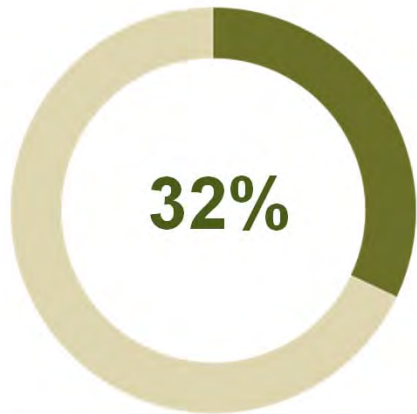
About **74%** of the most recent cohort was employed one year after leaving Chemeketa.

This has remained fairly consistent throughout the past five (5) years. 74% is slightly below the national average employment rate for 25-34 year olds with 'some college' according to the National Center for Education Statistics (80%).

Reporting Year:	2017	2018	2019	2020	2021
Graduation Rate	73%	76%	75%	76%	74%



## 5-Year Earnings Growth



In the most recent reporting year, previous Chemeketa students experienced a **32%** increase in their average wages after five (5) years.

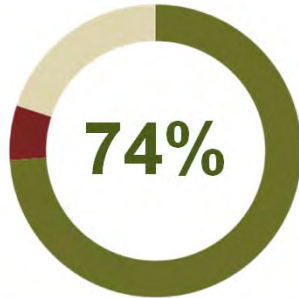
Chemeketa has this data for three (3) years. While the average earnings growth has been decreasing in this time frame, it is still above Chemeketa's target of a 20% increase.

Reporting Year:	2019	2020	2021
Graduation Rate	45%	39%	32%

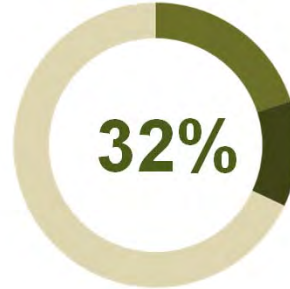


## Employment Rate & Earnings Growth

**1-Year Employment  
Rate**



**5-Year Earnings  
Growth**



Questions?



# Student Success Data

Early Momentum Metrics:  
Gateway Course Momentum



## Gateway Course Momentum

- Completed college-level English in 1<sup>st</sup> Year
- Completed college-level Math in 1<sup>st</sup> Year
- Completed college-level English and Math in 1<sup>st</sup> Year



## FTEIC Cohort

The early momentum cohort consists of *students who enroll for the first time in college during the given fall term with no previous college level experience or credential*. This includes part-time students and non-degree seeking students, but excludes students who took any college courses while in high school.

Reporting Year:	2017	2018	2019	2020	2021
FTEIC Cohort	1,457	1,432	1,361	1,474	1,303



## Measure Definitions:

**Completed college-level English in 1st Year**

Number of Fall FTEIC Cohort students who attempted and passed at least one college level (i.e., non-developmental) English course (with grade A-C or P) in the first full academic year.

**Completed college-level Math in 1st Year**

Number of Fall FTEIC Cohort students who attempted and passed at least one college level (i.e., non-developmental) math course (with grade A-C or P) in the first full academic year.

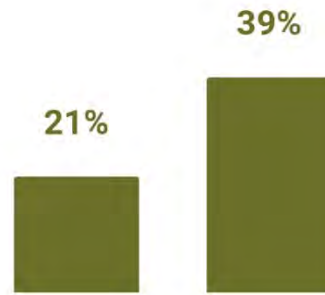
**Completed college-level English and Math in 1st Year**

Number of Fall FTEIC Cohort students who attempted and passed at least one college level (i.e., non-developmental) course (with grade A-C or P) in both math and English in the first full academic year.

## Completed college-level English or Math in 1st Year

About **21%** of the Fall 2020 cohort completed college-level math in their first academic year at Chemeketa and about **39%** completed college-level English.

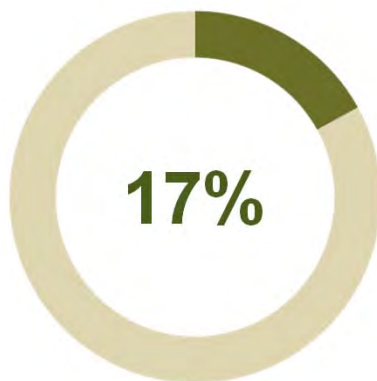
The percentage of students completing English has grown, steadily over the years and Math is starting to see that growth, as well.



Reporting Year:	2017	2018	2019	2020	2021
College Math in First Year	15%	17%	15%	18%	21%
College English in First Year	33%	33%	34%	34%	39%



## Completed college-level English and Math in 1st Year



About **17%** of the Fall 2020 cohort completed, both, college-level math AND English in their first academic year at Chemeketa.

This is only 4 percentage points below the metric for math, alone.

Reporting Year:	2017	2018	2019	2020	2021
College English and Math in First Year	11%	13%	12%	14%	17%



Questions?

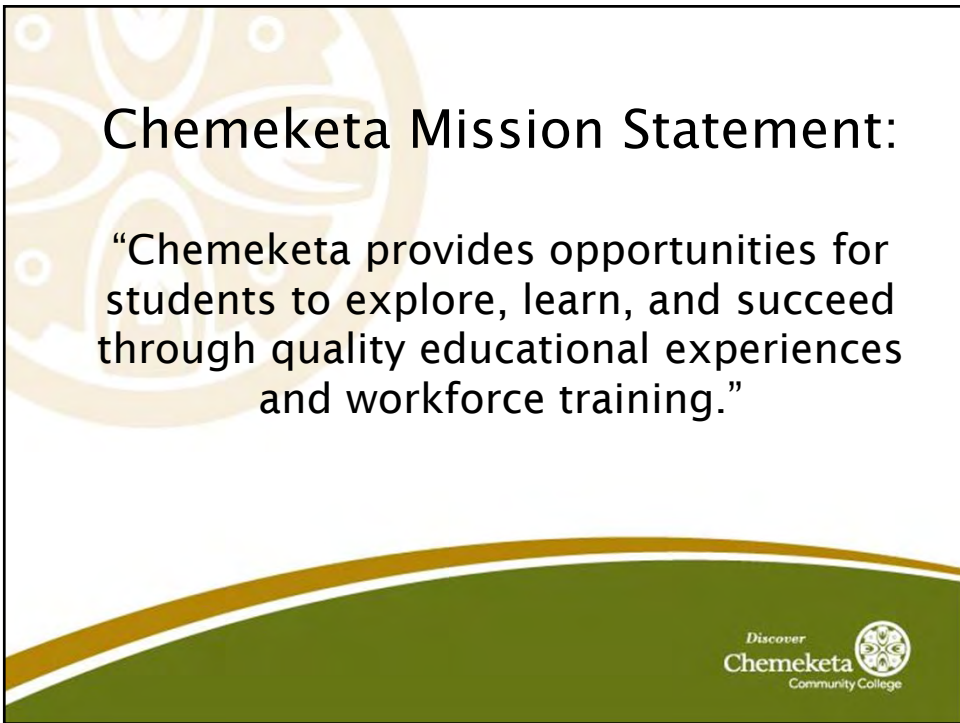




Advisory Committee Refresh &  
Applied Baccalaureate Degree

January 19, 2022

Discover  
Chemeketa  
Community College



Chemeketa Mission Statement:

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

Discover  
Chemeketa  
Community College

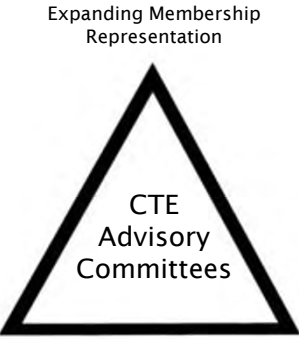
# Our Charge

- 1. Provide opportunities for students
- 1. Quality education and workforce training



Discover  
Chemeketa  
Community College

# Advisory Refresh

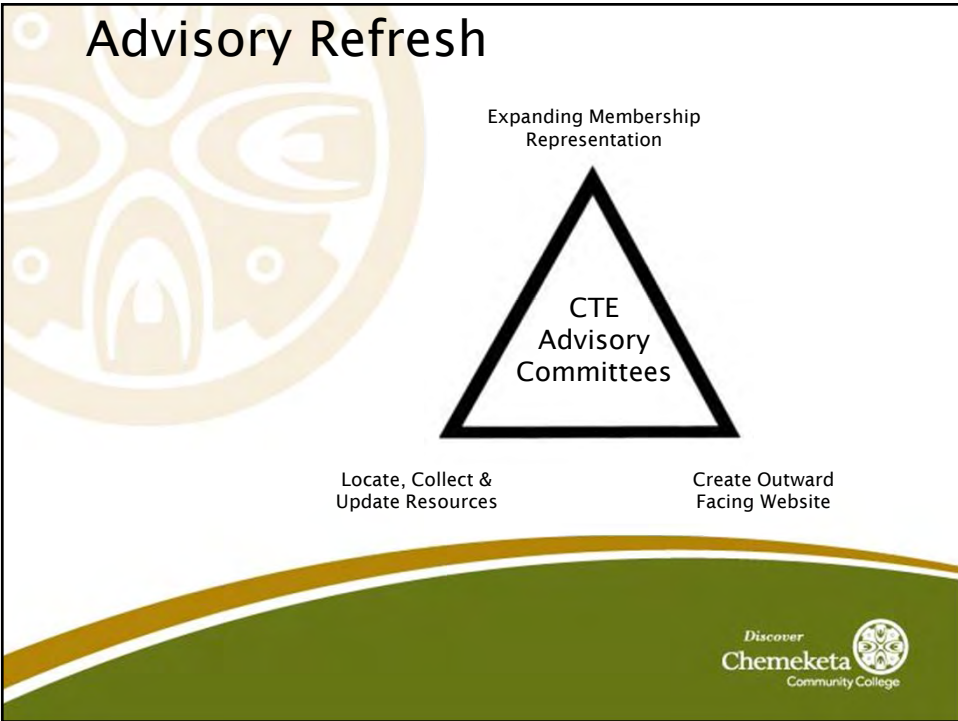


Expanding Membership Representation

CTE Advisory Committees

Locate, Collect & Update Resources

Create Outward Facing Website



Discover  
Chemeketa  
Community College



**How we will make it happen!**

Membership

2019-2020 - 332  
2020-2021 - 335  
2021-2022 - 503

CTE  
Advisory  
Committees

Resources

Website

Committee Bylaws - 2006  
General Guidelines - 2012  
Policy 7220 - 2017  
Procedure 7220 - 2006  
Handbook - 2017  
Meeting Minutes Guidelines - 2014  
Work-plan/End of Year Report - Unkn  
New Member Checklist - Unkn

Discover  
Chemeketa  
Community College

**Chemeketa Community College  
Applied Baccalaureate Degree**

“Applied baccalaureate degree” means a bachelor’s degree designed to incorporate applied associate courses and degrees with additional coursework emphasizing higher-order thinking skills and advanced technical knowledge and skills.

ORS348.910

Discover  
Chemeketa  
Community College

## Elements of the Applied Baccalaureate in Oregon

- (a) A career ladder program that requires a substantial number of upper level courses in the same technical area of study as the student's applied associate degree;
- (b) An inverse program that reverses the traditional curriculum sequence by adding general education courses in the student's third and fourth years to the associate degree courses taken in the student's first and second years;
- (c) A management ladder program that combines associate degree requirements with applied management skills coursework; and
- (d) A work experience program that combines general education and technical coursework with direct, supervised work experience in a relevant field.



## Chemeketa's Application Timeline

- 1 **Submit Initial Application**  
Completed and approved for next step by the HECC
- 2 **90 Day Waiting Period**  
This ended in mid November
- 3 **Submit Full Application**  
Submission: January 7, 2022



## Program Design

- ❑ Designed for working students
- ❑ Cohort model
- ❑ Preparation for leadership and management roles in multiple sectors
- ❑ Opportunities to earn credits that meet a variety of student needs
- ❑ Can be completed in two years
- ❑ Initial cohorts include significant face-to-face learning opportunities

## Curriculum

- The first 90 credits of the Applied Baccalaureate in Leadership and Management will be the student's associate of applied science degree.
- The second 90 credits:
  - 45 credits Leadership and Management
  - 30 credits General Education Core
  - 15 credits "Flexible Fifteen" (Work-based learning, prior learning, master's coursework)

## Proposed Courses

### Year 1

- MLD301 Introduction to Leadership (5)
- MLD302 Personal Effectiveness (6)
- WR427 Writing and Research (6) (General Education)
- MLD304 Diversity, Equity, and Inclusion (5)
- MLD391 Data Analytics for Leaders (6)
- MTH322 Public and Private Sector Business Finance (6)
- MLD350 Innovation, Development, and Entrepreneurial Thinking (5)
- MLD387 Project Management (6)

### Year 2

- COMM419 Communication for Leaders (6) (General Education)
- MLD410 Sector Seminar 1 (4)
- MLD481 Applied Leadership 1 (5)
- PSY404 The Psychology of Leadership and Supervision (6) (General Education)
- MLD420 Sector Seminar 2 (4)
- MLD482 Applied Leadership 2 (5)
- GS490 Principles and Practices of Sustainability (5) (General Education: Lab Science)
- MLD430 Sector Seminar 3 (4)
- MLD483 Applied Leadership 3 (5)

## Next Steps

- February 2022- Application is reviewed/approved
- March 2022- AB team begins the internal Chemeketa process with curriculum committee and board approval
- Summer/Fall 2022- NWCCU Accreditation visit
- Winter 2023- Hire first faculty member
- Winter/Spring 2023- Financial Aid
- Fall 2023- First cohort starts program