A large, stylized fish logo in shades of green and white, positioned on the left side of the page. The fish is facing right and has a circular eye. The logo is partially obscured by a white text box.

Regular Meeting

May 17, 2023

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

May 17, 2023

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

- I. Executive Session** **4–4:30 pm** **Closed Meeting**
Executive Session is called in accordance with ORS 192.660(2) (i) to review and evaluate the employment related performance of the president/chief executive officer.
- II. Workshop** **4:30–5 pm** **Web Conferencing/Livestream/Board Room**
A. Bachelor of Applied Science in Leadership and Management Degree 1
David Hallett, Interim Vice President—Academic and Student Affairs
- III. Administration Updates** **5–6 pm** **Closed Meeting**
- IV. Regular Session** **6 pm** **Web Conferencing/Livestream/Board Room**
- A. Call to Order**
B. Pledge of Allegiance
C. Chemeketa Land Acknowledgment 2
D. Roll Call
E. Comments from the Public
F. Public Hearing on Proposed Budget
G. Special Honors 3–4
1. Excellence in Teaching Award 2023
- H. Separate Action**
1. Approval of Retirement Resolutions [23-24-130] 5–11
No. 22-23-26, Wayne G. Barber; No. 22-23-27, Andrew J. “Andy” Frank; No. 22-23-28, Karen S. Gooley; No. 22-23-29, Simone B. Hughes; No. 22-23-30, Phillip “Phil” La Vine; No. 22-23-31, and Diane L. McLaran
Alice Sprague, Interim Vice President—Governance and Administration
- I. Approval of Minutes**—Budget Committee Meeting of April 19, 2023, 12–24
and Regular College Board of Education Meeting of April 19, 2023
Jessica Howard, President/Chief Executive Officer (CEO)

J. Reports

1. Reports from the Associations
 - a. Peter Wirfs Associated Students of Chemeketa (ASC) 25–26
 - b. Steve Wolfe Chemeketa Faculty Association 27
 - c. Aaron King Chemeketa Classified Employees Association 28–29
 - d. Gaelen McAllister Chemeketa Exempt Employees Association 30
2. Reports from the College Board of Education

K. Information

1. Annual Graduation Exercises 31
David Hallett, Interim Vice President—Academic and Student Affairs
2. Regional High School Mathematics Contest 32
David Hallett, Interim Vice President—Academic and Student Affairs
3. High School Career and Technical Education Teacher 33–34
Certificate of Completion
David Hallett, Interim Vice President—Academic and Student Affairs
4. Education Support Professionals Certificate of Completion 35–36
David Hallett, Interim Vice President—Academic and Student Affairs
5. Classified; Exempt; Full-Time Faculty; Part-Time (Adjunct) Bargaining 37–44
Faculty; Part-Time Non-Bargaining, Non-Credit Faculty; Hourly,
Part-Time Temporary, and Student Salary Schedules for 2023–2024
Alice Sprague, Interim Vice President—Governance and Administration

L. Standard Reports

1. Personnel Report 45–46
Alice Sprague, Interim Vice President—Governance and Administration
2. Budget Status Report 47–50
Aaron Hunter, Associate Vice President (AVP)/Chief Financial Officer (CFO)
3. Capital Projects Report 51
Aaron Hunter, AVP/CFO
4. Recognition Report 52–53
Jessica Howard, President/CEO

M. Action

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

1. Approval of Presidential Evaluation Process [22-23-131] 54–59
Ron Pittman, Chair—Board of Education
2. Approval of Proposed Schedule of College [22-23-132] 60
Board of Education Meetings for 2023–2024
Jessica Howard, President/Chief Executive Officer

3. Approval of Budget Committee Member Selection Process for Vacancies in Zone 2, Zone 3, and Zone 7 for 2023–2026 Alice Sprague, Interim Vice President—Governance and Administration	[22-23-133]	61
4. Approval of Suspension of Fire Suppression Degree David Hallett, Interim Vice President—Academic and Student Services	[22-23-134]	62
5. Approval of Fire Suppression Degree David Hallett, Interim Vice President—Academic and Student Services	[22-23-135]	63–64
6. Approval of Firefighter/Emergency Medical Technician (EMT) Certificate of Completion David Hallett, Interim Vice President—Academic and Student Affairs	[22-23-136]	65–66
7. Approval of Paramedic Certificate of Completion David Hallett, Interim Vice President—Academic and Student Affairs	[22-23-137]	67–68

N. Appendices

1. Vision – Mission – Values		69
2. Campus Map		70–71
3. District Map		72

O. Future Agenda Items

P. Board Operations

Q. Adjournment

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

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

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

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

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

Workshop-A
May 17, 2023

BACHELOR OF APPLIED SCIENCE IN LEADERSHIP AND MANAGEMENT DEGREE

Prepared by

Margarie Yaroslaski, Instructor—Leadership and Management
Tim Ray, Dean—Agricultural Sciences and Technology
Holly Nelson, Executive Dean—Regional Education and Academic Development
David Hallett, Interim Vice President—Academic and Student Affairs

The workshop will provide an update on the Bachelor of Applied Science in Leadership and Management degree and its implementation at the college.

In the 2019–2021 Biennium the Oregon Legislature granted Oregon community colleges the authority to grant Bachelor of Applied Science Degrees. Since that time Chemeketa has been working hard to develop and launch the first Bachelor of Applied Science Degree at a community college in Oregon.

In this workshop you will learn how the Chemeketa team leading this work gathered input from our communities, helped the state develop the process for application, and developed a two year Bachelor of Applied Science in Leadership and Management degree that will stack on any of our Associate of Applied Science degrees. Information on the coursework and first cohort being admitted Fall 2023 will be shared.

Land Acknowledgement
May 17, 2023

CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT

Prepared by

Ron Pittman, Chair—Board of Education

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.

Special Honors
May 17, 2023

EXCELLENCE IN TEACHING AWARD 2023

Prepared by

Daniel Couch, Chair—Excellence in Teaching Award Committee
Layli Liss, Associate Dean—Center for Academic Innovation
David Hallett, Interim Vice President—Academic and Student Affairs

Chemeketa Community College commits to its values, from keeping tuition and textbook costs low for students to offering cultural competency professional development opportunities for staff. The Chemeketa Excellence in Teaching Award, adopted in the spring of 2021, affirms the college's commitment to high-quality educational experiences that all who work here value. This is the second year the award has been in existence.

The 2023 award drew over 157 unique nominations, the vast majority of which came from students. A committee narrowed those nominations down to 33 highly qualified candidates, 24 of whom accepted the nomination and continued in the selection process. From these semi-finalists, seven were later identified as finalists. The committee is proud to recognize Shannon Othus-Gault (full-time, Geology), and Amanda Knopf Rauhauser (part-time, English-Developmental Writing) as recipients of the 2023 award.

In the classroom, Shannon Othus-Gault demonstrates excellence in teaching through her engaging and skillful facilitation of interactive and hands-on activities. Her passion for and command of her discipline inspires her students to develop their own appreciation and sustain interest in geology. Shannon handles her dual-delivered courses with extraordinary technological and organizational skills in such a way that all her students felt seen and supported. Outside of the classroom, Shannon's work includes facilitating the Broadening Participation communities of practice, managing a National Science Foundation grant, leadership in the Supporting and Advancing Geoscience Education at Two-Year Colleges (SAGE 2YC) project, service on the Diversity Advisory Council and Academic Standards Advisory Council, as well as numerous presentations and publications she has authored.

Amanda Knopf Rauhauser demonstrates excellence in teaching through her compassion, dedication, patience and approach to providing timely, clear, and encouraging feedback to her students. Her course design and open and caring classroom environment provides students with multiple access points, allows students to take risks and provides opportunities to connect to their personal lives. Students expressed their gratitude for the solid foundation Amanda provided them so that they could continue with confidence on their educational journeys. Outside of the classroom, Amanda contributes to the Chemeketa Reads projects, amply engages in professional development opportunities and has authored several recently published essays. This award recognizes Amanda's success at demonstrating precisely what she described in her statement to the selection committee. She empowers students to "find their voice and grow confident using language to change the world that has often marginalized or silenced them."

Both are outstanding instructors, and both are credits to the college and its stated mission and values.

Special Honors
May 17, 2023

In addition to formal recognition by the Board, the winners each receive a \$1,000 award (considered taxable income), an individual commemorative award, and their names engraved on a commemorative plaque displayed in Building 9 on the Salem campus.

Separate Action-1
May 17, 2023

**APPROVAL OF RETIREMENT RESOLUTIONS
NO. 22-23-26, WAYNE G. BARBER; NO. 22-23-27, ANDREW J. “ANDY” FRANK;
NO. 22-23-28, KAREN S. GOOLEY; NO. 22-23-29, SIMONE B. HUGHES;
NO. 22-23-30, PHILLIP “PHIL” LA VINE; AND NO. 22-23-31, DIANE L. McLARAN**

[22-23-130]

Prepared by

Alice Sprague, Interim Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached are the resolutions honoring Wayne G. Barber who retires effective June 30, 2023; Andrew J. “Andy” Frank who retires effective June 30, 2023; Karen S. Gooley, who retires effective June 30, 2023; Simone B. Hughes who retires effective June 30, 2023; Phillip “Phil” La Vine who retires effective June 30, 2023; and Diane L. McLaran who retires effective June 30, 2023.

It is recommended that the College Board of Education adopt Resolution No. 22-23-26, Wayne G. Barber; No. 22-23-27, Andrew J. “Andy” Frank; No. 22-23-28, Karen S. Gooley; No. 22-23-29, Simone B. Hughes; No. 22-23-30, Phillip “Phil” La Vine; and No. 22-23-31, Diane L. McLaran.

Separate Action-1
May 17, 2023

**RETIREMENT RESOLUTION NO. 22-23-26,
WAYNE G. BARBER**

WHEREAS, Wayne G. Barber began his 37-year association, as a salaried employee, with Chemeketa Community College in September, 1986; and

WHEREAS, Wayne G. Barber gave dedicated service to Chemeketa Community College currently as Instructor-Mathematics, Math, Engineering and Computer Science, of General Education and Transfer Studies Division; therefore,

BE IT RESOLVED, that upon his retirement date of June 30, 2023, the College Board of Education hereby honors and commends Wayne G. Barber for his loyalty, dedication and personal commitment to Chemeketa Community College.

Ron Pittman

Ron Pittman
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Separate Action-1
May 17, 2023

**RETIREMENT RESOLUTION NO. 22-23-27,
ANDREW J. "ANDY" FRANK**

WHEREAS, Andrew J. "Andy" Frank began his 25-year association, as a salaried employee, with Chemeketa Community College in September, 1998; and

WHEREAS, Andrew J. "Andy" Frank gave dedicated service to Chemeketa Community College currently as Instructor-Physical Science/Geology, Life and Physical Science of General Education and Transfer Studies Division; therefore,

BE IT RESOLVED, that upon his retirement date of June 30, 2023, the College Board of Education hereby honors and commends Andrew J. "Andy" Frank for his loyalty, dedication, and personal commitment to Chemeketa Community College.

Ron Pittman

Ron Pittman
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Separate Action-1
May 17, 2023

**RETIREMENT RESOLUTION NO. 22-23-28,
KAREN S. GOOLEY**

WHEREAS, Karen S. Gooley began her 18 year, 10-month association, as a salaried employee, with Chemeketa Community College in August, 2004; and

WHEREAS, Karen S. Gooley gave dedicated service to Chemeketa Community College currently as Department Specialist, Human Resources of Governance and Administration Division; therefore,

BE IT RESOLVED, that upon her retirement date of June 30, 2023, the College Board of Education hereby honors and commends Karen S. Gooley for her loyalty, dedication and personal commitment to Chemeketa Community College.

Ron Pittman

Ron Pittman
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Separate Action-1
May 17, 2023

**RETIREMENT RESOLUTION NO. 22-23-29,
SIMONE B. HUGHES**

WHEREAS, Simone B. Hughes began her 21 year, 6-month association, as a salaried employee, with Chemeketa Community College in January, 2002; and

WHEREAS, Simone B. Hughes gave dedicated service to Chemeketa Community College currently as Instructional Specialist, Agricultural Sciences and Technology of Regional Education and Academic Development Division; therefore,

BE IT RESOLVED, that upon her retirement date of June 30, 2023, the College Board of Education hereby honors and commends Simone B. Hughes for her loyalty, dedication and personal commitment to Chemeketa Community College.

Ron Pittman

Ron Pittman
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Separate Action-1
May 17, 2023

**RETIREMENT RESOLUTION NO. 22-23-30,
PHILLIP “PHIL” LA VINE**

WHEREAS, Phillip “Phil” La Vine began his 24-year association, as a salaried employee, with Chemeketa Community College in July, 1999; and

WHEREAS, Phillip “Phil” La Vine gave dedicated service to Chemeketa Community College currently as Instructor-Farm Business Management, Agricultural Science and Technology of Regional Education and Academic Development Division; therefore,

BE IT RESOLVED, that upon his retirement date of June 30, 2023, the College Board of Education hereby honors and commends Phillip “Phil” La Vine for his loyalty, dedication and personal commitment to Chemeketa Community College.

Ron Pittman

Ron Pittman
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Separate Action-1
May 17, 2023

**RETIREMENT RESOLUTION NO. 22-23-31,
DIANE L. McLARAN**

WHEREAS, Diane L. McLaran began her 16-year association, as a salaried employee, with Chemeketa Community College in July, 2007; and

WHEREAS, Diane L. McLaran gave dedicated service to Chemeketa Community College currently as Director-Community Relations, President's Office Division; therefore,

BE IT RESOLVED, that upon her retirement date of June 30, 2023, the College Board of Education hereby honors and commends Diane L. McLaran for her loyalty, dedication and personal commitment to Chemeketa Community College.

Ron Pittman

Ron Pittman
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Minutes
May 17, 2023

APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the Budget Committee meeting of April 19, 2023, and board meeting of April 19, 2023 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
May 17, 2023

CHEMEKETA COMMUNITY COLLEGE

**BUDGET COMMITTEE
MEETING MINUTES**

April 19, 2023

A. CALL TO ORDER AND ROLL CALL

Ray Beaty, Budget Committee Chair, called the meeting to order at 4:02 pm in the Board Room, Building 2, Room 170, at the Salem Campus.

Members in Attendance: Ray Beaty, Chair; Chris Brantley; Ed Dodson; Betsy Earls; Jackie Franke; Ken Hector, Vice-Chair; Neva Hutchinson; Jenne Marquez (Zoom); Barbara Nelson; Ron Pittman; Mike Stewart; Joe Van Meter; and Diane Watson. Excused Absence: Scott Muller.

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer; Alice Sprague, Interim Vice President, Governance and Administration; Aaron Hunter, Associate Vice President/Chief Financial Officer, College Support Services/Finance; and Brian Knowles, Director of Budget and Finance.

B. APPROVAL OF MINUTES OF APRIL 12, 2023

Jackie Franke moved and Joe Van Meter seconded a motion to approve the Budget Committee minutes of April 12, 2023.

The motion CARRIED.

C. QUESTIONS FROM PRIOR MEETING

Ray asked Aaron if questions had been submitted from the prior meeting, and Aaron Hunter said no.

D. PRESENTATION OF 2023–2024 OTHER FUNDS

Aaron thanked the Budget Committee for its time and effort during this process, thanked Brian Knowles, Director of Budget and Finance and Allison Stewart Hull, Management Analyst, and noted that this process reflects a team effort across the college. Aaron stated that the information in the presentation can be found on pages 165–199 in the spiral-bound Proposed Budget book for FY 2023–2024 and on PowerPoint (PP) slides 4-33.

Aaron referred to PP slide 4, Summary of All Funds. The chart shows a percentage breakdown of all the Other Funds as well as the General Fund.

The Other Funds covered were: Major Maintenance, Vehicle Replacement, Plant Emergency, Grants and Contracts Fund, Leased Properties, Self-Supporting Services, Universal Fee Fund, Debt Service, Chemeketa Cooperative Regional Library, Insurance, Auxiliary Enterprise, Intra-College Services, External Organization Billing, Student Government and Clubs, Athletics, and Financial Aid. The following highlights or questions were noted:

Minutes
May 17, 2023

Meeting Minutes
Budget Committee
April 19, 2023
Page 2

Capital Development Fund (PP - Slide 6)

- This fund addresses construction of buildings, land improvements, utilities, major repair, renovation, and purchase of equipment, land, or buildings.
- Budget structure changes for FY 2023-2024 include adding Plant Emergency to the Major Maintenance Fund, adding a Vehicle Replacement Fund, and a Special Revenue Fund for Leased Properties. The intent is to show what is being budgeted and paid for out of these funds.

Major Maintenance Fund (pp. 166–167) (PP - Slide 7)

- Budget: \$14.9 million.
- Primary purpose is for the construction, renovation, and maintenance of buildings.
- Includes matching funds for the Article XI-G bonds.
- Significant restructure due to the separation of Leased Properties Fund.

Ray Beaty asked if there were any plans for adding construction or new projects in the immediate future. Aaron said the college does not have plans right now, and any future construction would most likely be part of a possible bond effort.

Vehicle Replacement Fund (pp. 168–169) (PP - Slide 8)

- Budget: \$165,000.
- New fund within Capital Projects.
- Created to better manage the replacement of the college's motorized fleet.

Plant Emergency Fund (pp. 170–171) (PP - Slide 9)

- This fund is dedicated to emergency repairs of campus facilities and facility-related equipment used during the year as needed.
- One-time transfer of \$750,000 to the Major Maintenance Fund.

Grants and Contracts Funds (pp. 172–173) (PP - Slide 11)

- These are accounts for the proceeds of revenue used specifically for grants and contracts.
- Current major grants include: Carl Perkins Vocational Education, TRIO (Student), College Assistance Migrant Program (CAMP), High School Equivalency Program (HEP), and Chemeketa Accelerated Pathways to Success (CAPS – HSI) grants.
- Budget: \$33,550,000.
- Funding will be moved or shifted to other funds for four partial positions (1.45 FTE total).
- The FY2023-2024 proposed budget includes the following number of FTE (subject to funding): Exempt 9.05, Classified 46.64, and Faculty 1.20, for a total of 56.89 FTE.

Leased Properties Fund (pp. 174–175) (PP - Slides 12–13)

- Budget: \$12,990,000.
- This is a new fund that was separated from the Capital Development Fund, and includes activities that help support construction, acquisition or maintenance of college property related to the college's long-term commercial lease operations.
- \$1.5 million earned annually to supplement funding for facilities and capital projects

Minutes
May 17, 2023

Meeting Minutes
Budget Committee
April 19, 2023
Page 3

- Numerous changes regarding the movement of revenue, expenses, and realignment of positions within this fund.
- The FY 2023-2024 proposed budget includes the following number of FTE (subject to funding): Exempt 1.45, Classified 4.88, for a total of 6.33 FTE.

Self-Supporting Funds (pp. 176–177) (PP - Slide 14–15)

- Budget: \$24,600,000.
- This fund accounts for activities that supplement General Fund programs and is self-supporting in nature. Programs include: Center for Business & Industry (CCBI), High School Partnerships, Corrections Education, and the Chemeketa Press.
- Numerous partial position moves to realign within this fund and position eliminations/investments.
- The FY 2023-2024 proposed budget includes the following number of FTE (subject to funding): Exempt 5.10, Classified 48.07, and Faculty 11.50, for a total 64.67 FTE.

Universal Fee Fund (pp. 178–179) (PP - Slide 16–18)

- Budget: \$11,235,000.
- Reviewed Universal Fee FY 2023-2024 reallocation from the current year to next year, and discussed the general fund rate being moved to the other areas.
- One-time transfer of \$3.65 million from the Major Maintenance, Self-Supporting Services, Athletics, and Student Government and Clubs funds to move the existing balances of the Universal Fee funds.
- Various positions with student connections were moved to the Universal Fee fund.
- The FY2023-2024 proposed budget includes the following number of FTE (subject to funding): Classified 7, and Faculty .50, for a total 7.5 FTE.

Neva Hutchinson asked if the college would be able to identify if an increase in the universal fee was necessary and then assign that to the appropriate line item. Aaron said this is one of the future goals.

Debt Service Fund (pp. 180–181) (PP - Slide 20)

- Budget: \$36,100,000.
- This fund accounts for the repayment of obligations for general obligation bonds, certificates of participation, and the PERS bonds. This fund also includes a PERS reserve to help smooth rate increases.
- This fund includes additional budget authority for debt payments in anticipation of issuing Certificates of Participation.
- A table showing the type of debt, remaining amounts, maturity date, and number of series for each obligation was shared.

Chemeketa Cooperative Regional Library Service (CCRLS) (pp. 182–183) (PP - Slide 22)

- Budget: \$4,565,000.
- Revenue is generated for CCRLS from a property tax levy.
- These funds are used to enhance public library service for all of the college's district residents

Minutes
May 17, 2023

Meeting Minutes
Budget Committee
April 19, 2023
Page 4

- The FY 2023-2024 proposed budget for CCRLS includes the following number of FTE (subject to funding): Classified 8 and Exempt 1.00, for a total of 9 FTE.

CCRLS Reserve Funds (pp. 184–185) (PP - Slide 24)

- Budget: \$440,000.
- Provides resources for replacement of capital and technology needs for the CCRLS program.

Insurance Fund (pp. 186–187) (PP - Slide 25)

- Budget: \$5,750,000.
- One-time transfer from the Intra-College Services fund.
- New reserve fund. This fund was previously part of the Intra-College Services fund.
- These funds are used to partially self-insure the college for uninsured property loss, claim settlements, and to move existing insurance related fund balances.

Auxiliary Enterprise Fund (Bookstore) (pp. 188–189) (PP - Slide 27)

- Budget: \$5,500,000.
- This fund primarily funds the Bookstore.
- The FY 2023-2024 proposed budget includes the following number of FTE (subject to funding): Exempt 1.25 and Classified 5.58, for a total of 6.83 FTE.

Intra-College Services Fund (pp. 190–191) (PP - Slide 28)

- Budget: \$12,740,000.
- This fund accounts for revenue and expenses related to activities in which departments are charged back for services provided (i.e., telephone, copy machine, and printing).
- One-time transfer of \$5.75 million to the Insurance fund.
- The FY 2023-2024 proposed budget includes the following number of FTE (subject to funding): Exempt 1.66 and Classified 14.75, for a total of 16.41 FTE.

External Organization Billing Fund (pp. 192–193) (PP - Slide 30)

- Budget: \$460,000.
- This fund contains accounts for direct billing service for external organizations that lease space from the college, and professional organizations to which employees belong.
- \$50,000 reduction in materials and services.

Student Government, Student Clubs and Student Newspaper Fund (pp. 194–195) (PP - Slide 31)

- Budget: \$376,000.
- This fund accounts for student government and club activities.
- One-time transfer of \$200,000 to the Universal Fee fund.

Athletics Fund (pp. 196–197) (PP - Slide 32)

- Budget: \$150,000.
- This fund accounts for men's and women's intercollegiate athletics programs
- In FY 2023-2024 the Athletics fund will be incorporated into the new Universal Fee fund.

Minutes
May 17, 2023

Meeting Minutes
Budget Committee
April 19, 2023
Page 5

Financial Aid Fund (pp. 198–199) (PP - Slide 33)

- Budget: \$52,020,000.
- This fund accounts for the receipt and disbursement of funds for students grants, scholarships and loans. Includes the Federal Pell Grant, Supplemental Educational Opportunity Grant, Federal College Work Study, the Oregon Opportunity Grant, the Oregon Promise Grant, private scholarships, and college-paid tuition scholarships like the Chemeketa Scholars program.
- The FY 2023-2024 proposed budget includes the following number of FTE (subject to funding): Classified 0.60 FTE.

PP slide 35 is a Summary of All Funds FTE broken down by fund and employee category: 190.5 Faculty; 349.79 Classified; and 106.25 Exempt, for a total of 646.54 FTE salaried positions.

Ken Hector referenced the Debt Service Fund slide and noted the interest rates to finance what is owed to PERS through bonds is much better than what PERS offers, and saves taxpayers dollars by funding it this way. Aaron noted in addition to preserving taxpayer dollars, it also helps fund additional programs here at the college for students.

E. PUBLIC TESTIMONY REGARDING PROPOSED BUDGET

One written comment was submitted, and it was addressed by Ray Beaty. There were no public comments.

F. PRESENTATION OF BUDGET RECOMMENDATION—ACTION REQUIRED

Aaron articulated the process for the budget recommendation. Ray Beaty referred to the Motion for Approval in the budget packet, listing the figures for the motion and noting that the total of all funds is \$321,076,759. He also listed the property tax rates and amounts to be imposed. The following budget recommendation for the FY 2023–2024 proposed budget was submitted for approval, including the following totals by fund:

General Fund	104,785,759
Major Maintenance Fund	14,900,000
Vehicle Replacement Fund	165,000
Plant Emergency Fund	750,000
Grants and Contracts Fund	33,550,000
Leased Properties Fund	12,990,000
Self-Supporting Services Fund	24,600,000
Universal Fee Fund	11,235,000
Debt Service Fund	36,100,000
Chemeketa Cooperative Regional Library Service Fund	4,565,000
Chemeketa Cooperative Regional Library Reserve Funds	440,000
Insurance Fund	5,750,000
Auxiliary Enterprise Fund	5,500,000
Intra-College Services Fund	12,740,000
External Organization Billing Fund	460,000
Student Government, Clubs, and Newspaper Funds	376,000

Minutes
May 17, 2023

Meeting Minutes
Budget Committee
April 19, 2023
Page 6

Athletics Fund	150,000
Financial Aid Fund	<u>52,020,000</u>
Total All Funds	\$321,076,759

and the following property tax rates and amounts to be imposed:

Chemeketa Community College	\$0.6259/\$1,000
CCRLS	\$0.0818/\$1,000
General Obligation Bonds	\$11,550,000

G. DISCUSSION OF RECOMMENDED BUDGET

No discussion.

H. ACTION ON RECOMMENDED BUDGET

Ken Hector moved and Ed Dodson seconded a motion that the FY 2023–2024 proposed budget of \$321,076,759 be approved and that the property tax rates for Chemeketa Community College at \$0.6259/\$1,000, CCRLS at \$0.0818/\$1,000, and General Obligation Bonds of \$11,550,000 be imposed.

The motion CARRIED unanimously.

Ray Beaty thanked the Budget Committee and the college staff for their hard work and dedication.

Ken noted that since Jenne was on Zoom, her vote on the recommended budget came in at the same time Ray was asking for any opposed votes. Ken asked for clarification regarding whether this was a unanimous vote. Ray asked Jenne if she was in favor or against the motion. Jenne stated that she was in favor.

I. ADJOURNMENT

The meeting adjourned at 4:48 pm.

Respectfully submitted,

Julie Deuchars
Board Secretary

Ray Beaty
Budget Committee Chair

Jessica Howard
President/Chief Executive Officer

May 17, 2023
Date

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

April 19, 2023

I. ADMINISTRATION UPDATES

Ron Pittman, Chair, called the meeting to order at 3:31 pm in Building 2, Room 172 at the Salem Campus.

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

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

Updates were discussed with the board regarding the July “special” board meeting, a possible future bond measure, the Oregon Community College Association (OCCA), the President’s monthly report to the board, a follow up to the HECC report, and the board agenda.

The meeting adjourned at 3:57 pm.

III. REGULAR SESSION

A. CALL TO ORDER

Ron Pittman, Chair, called the meeting to order at 6:00 pm in the Boardroom, Building 2, Room 170 at the Salem Campus.

B. PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

C. CHEMEKETA LAND ACKNOWLEDGEMENT

Ron Pittman read the land acknowledgement.

D. ROLL CALL

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

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

Board Representatives in Attendance: Peter Wirfs, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA) (Zoom); Aaron King, Chemeketa Classified Association (CCA); and Gaelen McCallister, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC

None.

Meeting Minutes
Chemeketa Board of Education
April 19, 2023
Page 2

F. APPROVAL OF MINUTES

Ken Hector moved and Betsy Earls seconded a motion to approve the College Board of Education minutes from March 15, 2023.

The motion CARRIED.

G. REPORTS

Reports from the Associations

Peter Wirfs, ASC, said the report stands as written. Peter highlighted the Stop Violence Against Women event that had over 40 attendees, and the Ping Pong tournament, with approximately 65 attendees. Both were very successful events.

Steve Wolfe, CFA, said the report stands as written.

Aaron King, CCA, said the report stands as written, thanked Meredith Schreiber for her service on the Holiday Social, and wished her well in retirement.

Gaelen McCallister, CEA, said the report stands as written and congratulated Meredith Schreiber and Denise Galey Oldham on their retirements.

Reports from the College Board of Education

Ed Dodson attended five Oregon Community College Association (OCCA) legislative calls, two OCCA special executive sessions, four OCCA special board meetings, the Salem First Citizen Awards, two Chemeketa budget meetings, the Association of Community College Trustees (ACCT) Pacific Region meeting, and the Chemeketa all-staff meeting.

Ken Hector attended the tour of Roberts at Chemeketa, two OCCA legislative calls, a hearing on SB523, a quarterly meeting with Jessica, the ACCT Public Policy and Advisory Committee meeting, a Capital Projects Action Team (CPAT) meeting, and the ACCT Pacific Region meeting.

Jackie Franke attended the tour of Roberts at Chemeketa, three East Salem Rotary meetings, two budget committee meetings and a quarterly meeting with Jessica, and was a reviewer on a committee regarding continuum of care in Marion and Polk Counties.

Betsy Earls attended two budget committee hearings and a Mid-Willamette Valley Council of Governments (MWCOC) legislative committee meeting.

Diane Watson attended the tour of Roberts at Chemeketa, two "Coffee with Mayor Cathy Clark" programs, breakfast with Mayor Clark, the Salem State of the City lunch, a quarterly meeting with Jessica, Keizer Greeters, a meeting of the OCCA Diversity, Equity, and Inclusion committee, and two budget meetings.

Neva Hutchinson attended the Salem State of the City lunch, the candidate forum in Keizer for the Salem-Keizer school board, the Salem First Citizen Awards, agenda preview, and two budget committee meetings.

Meeting Minutes
Chemeketa Board of Education
April 19, 2023
Page 3

Ron Pittman attended two budget committee meetings and McMinnville Chamber Greeters meetings, and met with Danielle Hoffman and Paul Davis at Yamhill Valley Campus (YVC).

H. INFORMATION

Presidential Evaluation Process

Ron Pittman reviewed the process with the board members.

Proposed Schedule of College Board of Education Meetings for 2023–2024

Jessica Howard stated this is the proposed meeting schedule for next year and that it runs from July 1, 2023 to June 30, 2024. The August 30 board work session will be held at the Agriculture Complex.

Budget Committee Member Selection for Vacancies in Zone 2, Zone 3, and Zone 7 for 2023–2026

Alice Sprague stated that the report stands as written; indicated that Zone 2, 3, and 7 positions expire on June 30, 2023; reviewed Policy 1170; and noted that the board will have the opportunity to approve the proposed process and timeline for the selection of these Budget Committee members at the May board meeting.

Suspension of Fire Suppression Degree/Fire Suppression Degree

Jordan Bermingham, Dean of Emergency Services and Diesel Technology, thanked Fire Program Chair Josh Darland and Emergency Medical Services (EMS) Program Chair Chris Arbuckle for their dedicated and hard work in reconfiguring these degree paths. The request is to suspend the current iteration of the program and replace it with a fire suppression degree that will meet the needs of the industry and the students. The Board of Education will be asked to approve the suspension and the new degree at the May board meeting.

Firefighter/Emergency Medical Technician (EMT) Certificate of Completion

This is a one-year, three-term certificate and provides students flexibility and another option to enter the field of emergency services. The request for approval will occur at the May board meeting.

Paramedic Certificate of Completion

There is a critical shortage of emergency personnel, particularly paramedics, in Oregon and nationally. This four-term certificate will help alleviate some of the personnel changes experienced statewide and nationally. The request for approval will occur at the May board meeting.

Diane Watson asked what type of salary increase students would receive after completing the one-year certificate. Chris Arbuckle said that starting EMT firefighters receive between \$70,000-\$85,000, new paramedics start in the high-\$70,000-to-low-\$90,000 range with zero to one year of experience. This certificate would allow students to enter the job markets at these starting wages.

Meeting Minutes
Chemeketa Board of Education
April 19, 2023
Page 4

I. STANDARD REPORTS

Personnel Report

Heather McDaniel, Interim Associate Vice President of Human Resources, said the report stands as written. She noted that, of the four new hires, one is grant-funded and the remaining three are part of the general fund. Heather congratulated the retirees and thanked them for their service.

Budget Status Report

Aaron Hunter noted that there was a green sheet for the Quarterly Update of Other Funds. On the Statement of Resources and Expenditures, tuition and fees are at their high-level mark for spring term and some refunds may come through next month. The miscellaneous revenue percentage tax is low, but that is due to a higher amount of timber tax revenue received last year. Aaron stated that the Budget Status report spend percentage is consistent with previous years, and the other services line item is showing a healthy available balance due to the spending not being as much as the previous years. On the Quarterly Update of Other Funds, the auxiliary services fund shows a continued decrease of the ending fund balance, which is planned. Self-supporting services is up about 6.5 percent. The Status of Investments has one new maturity, and that was reinvested in a treasury note. The Oregon Short Term Fund percent is 3.75 percent and that rate has been stable for several months.

Purchasing Reports

A request for proposal for communication access services was released in April. A recommendation for contract award will be made at the June board meeting. Aaron noted a licensing renewal for the college's S2 services occurred in April as well.

Capital Projects Report

Aaron Hunter said the Building 34 demolition is now underway; a number of charging stations have been refreshed and installed, and they are more user-friendly; and there are only two buildings left that need HVAC upgrades as part of the Higher Education Emergency Relief funds (HEERF). These funds need to be spent by the end of June.

Ron asked about work at the Brooks campus. Aaron said there is additional HVAC work occurring, but it is not related to the HEERF funds. Jessica thanked the amazing facilities staff for working at getting all of the HVAC unit work done before the conclusion of the window to spend HEERF funds.

Institutional Advancement Foundation Quarterly Report

Marie Hulett, Executive Director, Institutional Advancement said the report stands as written, and noted the scholarship deadline has been moved to April 22. Marie stated how grateful she is to Gaelen McCallister, Lily Sehon, and the Grants department for their tireless work in helping secure \$500,000 for students entering behavioral health, medical, and dental programs. Marie also gave a shout-out to Ryan West, Executive Dean, Student Services, Financial Aid and Veterans Services and his team for getting this money out to students. Marie also recognized Jamie Wenigmann, Foundation Director, Otilia Morales, Department Project Coordinator/Analyst, and Shawn Keebler, Department Specialist, for their amazing job in processing these awards quickly.

Meeting Minutes
Chemeketa Board of Education
April 19, 2023
Page 5

Jessica Howard gave a shout-out for the Bachelor of Applied Sciences Degree Program scholarship fund that was started by Julie Huckestein, prior Chemeketa president, and her husband Jim. Jessica noted that the entire effort around the BSN started with Julie and was supported by the board, and this is very transformative for the state and the college.

Grant Activities for January 2023–March 2023

Gaelen McCallister, Director, Institutional Grants, said the report stands as written. Gaelen stated the contract was just signed for the Scholars for Health Oregon Initiative-Like (SHOI-Like) grant and that provides scholarships for students pursuing degrees and certifications in health-related fields. Also, the PGE Foundation gave the college \$15,000 for a project that funds early outreach and advising for students at McKay High School. PGE partners with the Chemeketa Foundation in awarding first-year scholarships to these students.

Winter Term Enrollment Report

Colton Christian, Director of Institutional Research and Reporting, noted that full-time students are 30 percent of the head count and 50 percent full time equivalent (FTE), and winter enrollment, compared to last year, is up six percent. The reimbursable FTE five-year trend line is flatter, there is a 4.3 reimbursable FTE percent increase compared to last year, and year-to-date (YTD) headcount is up 1.2 percent compared to last year.

Diane Watson asked what spring term numbers looked like. Colton said it is still early, but reimbursable FTE is up about eight percent, and the college will have a better picture at the end of the fourth week of term.

Recognition Report

Jessica Howard acknowledged all the employees in the written report.

J. SEPARATE ACTION

Approval of Retirement Resolutions No. 22-23-24, Denise Galey-Oldham, and No. 22-23-25, Meredith A. Schreiber

Diane Watson read Denise Galey Oldham's retirement resolution. She worked a total of 15 years and eight months. Diane Watson moved, and Neva Hutchinson seconded a motion to approve the retirement resolution of Denise Galey Oldham.

The motion CARRIED.

Ed Dodson read Meredith Schreiber's retirement resolution. She worked a total of 10 years and 11 months. Ed Dodson moved, and Jackie Franke seconded a motion to approve the retirement resolution of Meredith Schreiber.

The motion CARRIED.

Meredith made a few comments. The board and staff gave Meredith a standing ovation and thanked Meredith for her dedication and service to Chemeketa.

Minutes
May 17, 2023

Meeting Minutes
Chemeketa Board of Education
April 19, 2023
Page 6

K. ACTION

Ken Hector moved and Ed Dodson seconded a motion to approve consent calendar items No. 1–3.

1. Acceptance of Program Donations January 1, 2023, through March 31, 2023 [22-23-127]
2. Approval of Grants Awarded January 2023–March 2023 [22-23-128]
3. Approval of 2023–2024 Faculty Sabbatical Leave Requests [22-23-129]

The motion CARRIED.

Neva reminded everyone that the Chemeketa Farmer’s Market is starting on May 3rd.

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 7:03 pm.

Respectfully submitted,

Julie Deuchars
Board Secretary

Jessica Howard
President/Chief Executive Officer

Ron Pittman
Board Chair

May 17, 2023
Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Peter Wirfs, ASC Executive Coordinator

ASC / MULTICULTURAL STUDENT SERVICES (MSS) PAST EVENTS

- **Student Karaoke Afternoon**
The ASC organized a karaoke event on April 12. All Karaoke singers were entered into a raffle for many prizes. Light refreshments were provided as well.
- **Stop Violence Against Women**
On April 18, MSS hosted an event to spread information about helpful resources for women in Salem.
- **Ping Pong Tournament**
On April 19, the Ping Pong Club and ASC hosted a Ping Pong Tournament. Up to 32 people were registered for the brackets and prizes were awarded to the top contestants.
- **Council of Clubs**
ASC hosted an event on April 21 for club members to gain additional funding for their clubs, as well as additional training for club presidents to help their clubs keep running smoothly.
- **Earth Day Club Fair**
In honor of Earth Day the ASC hosted a club fair on April 25. Refreshments and food were provided. This gave students an opportunity to learn about the many clubs on campus to better immerse themselves in the Chemeketa community.
- **Prom de Mayo**
On May 4, the ASC hosted the Prom de Mayo event. This is an event focused on Mexican culture with mariachi, food, and dancing. There was also a photo booth for students.
- **Voices from Around the World**
On May 9, the ASC hosted another Voices from Around the World event. This event consisted of cross-cultural dialogues and immersing international students with English speaking students. Provided last term, it was extremely successful warranting a sequel for spring term.
- **3 v. 3 Basketball Tournament**
On May 10, the ASC organized a 3 v. 3 basketball tournament for Chemeketa students. Approximately eight teams participated.
- **Get Yourself Tested**
On May 11, the ASC hosted a Get Yourself Tested Event which provided education and resources on safe sexual practices, as well as free and confidential Sexually Transmitted Diseases (STD) testing for all students.

ASC / MSS PRESENT EVENTS

- **Men's Wellness Group**
Joel Gisbert is facilitating a men's wellness group every week. Meetings provide students an opportunity to discuss issues with academics or personal life through peer support. In addition, field trips and fun activities for the members are ongoing.
- **Legislative Internship**
Joel Gisbert, Peter Wirfs, and Mike Evans have hired three interns. All interns have legislative offices that they have been placed into. They are currently active in the capitol in their legislative offices. (Sen. Deb Patterson, Rep. Kevin Mannix, and Rep. Tom Andersen)
- **Multicultural Movie Afternoon**
Multicultural Student Services periodically hosts multicultural movies for students to come and watch. *Cinco de Mayo—The Battle of Puebla* was shown May 3. *A Beautiful Mind* is scheduled for May 18.
- **QPR Session**
On May 17, the MSS hosted suicide prevention training. This was co-sponsored with Counseling Services and Sheila Brown of Employee Development.
- **Different Cultural Communication Styles**
On May 18, 12:30–2:30 pm, in collaboration with Chemeketa Liberal Arts and Social Sciences Departments, Professor Taylor Marrow III will provide a presentation about *Different Cultural Communication Styles*.

ASC / MSS FUTURE EVENTS

- **Artificial Intelligence, Racism, and Gender Bias**
On May 23, 1:30–3:30 pm, in collaboration with Chemeketa Liberal Arts and Social Sciences Departments, Professor Taylor Marrow III will give a presentation titled *Artificial Intelligence, Racism, and Gender Bias*.
- **Multicultural Movie Afternoon**
Each term MSS hosts a multicultural movie for students. The movie, *Black Cloud*, will be shown on May 25.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

FACULTY AWARDS

A Faculty Recognition Event was held in Building 2 during the all-staff in-service on Friday, April 28. In addition to two Excellence in Teaching awards, awards were presented to faculty in five categories: Service, Leadership, Innovation, Increasing Access, and Affordability. All honorees are listed below. Congratulations to these faculty and programs for being recognized for their outstanding achievements and contributions.

Excellence in Teaching (part-time): Amanda Knopf (Developmental Writing faculty)

Honorable Mention: Neil Liss, Almir Methadzovic, and Mariah Tilman.

Excellence in Teaching (full-time): Shannon Othus-Gault (YVC Geology faculty)

Honorable Mention: Christopher MacLean and Laura Scott.

Service: The English Program

Honorable Mention: Karen Edwards, Ben Gort, Shannon Othus-Gault, Doc Plaisance, Andrew Scholer, Hazel Yamada.

Leadership: Steve Wolfe (Geography faculty)

Honorable Mention: Peter Hoelter, Holly Schiefelbein, Keith Schloeman, Hazel Yamada.

Innovation: Maria Cruse (Political Science faculty)

Honorable Mention: The Math Program, Holly Schiefelbein, Hazel Yamada.

Increasing Access: Doc Plaisance (Corrections Education ABE faculty)

Honorable Mention: Holly Schiefelbein.

Affordability: Patricia Antoine and Carlos Lopez (Sociology faculty)

Honorable Mention: BI112 course team, The Math Program, Doc Plaisance, Holly Schiefelbein, Toby Wagner, Hazel Yamada.

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

Prepared by

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

Pilar Torres-Barrera, External Vice-President—Chemeketa Community College
Classified Employees Association

Aaron King, President—Chemeketa Community College Classified Employees Association

PRESIDENT'S MESSAGE

Now that the College has shared their FY 2023-24 Proposed Budget, we know what Chemeketa will look like moving forward. As I stated at the beginning of this process, my hope was that when it came to layoffs and reductions, that vacancies would be the first to go and not personnel. Thus far that is how things are playing out. We still have two months ahead of us before the State's Budget is finalized. During this time the CCA and the College will continue to work together to explore all options in order to retain the staff we have.

In an email shared recently, President Howard stated that “we cannot expect to do everything we did in the same way we used to do it.” As Advocates for Change, Classified employees are prepared to meet this challenge head on, being open to developing new approaches to their work while continuing to keep the focus on students' success.

This is a good time for 'Reinvention'! If you're feeling stuck, take some time out for yourself to imagine what your career and life could be. Is there something you once passionately thought you'd do, but didn't? Try doing something you've always put off. Join or start a new initiative. It's important to know that whether you want to take a big step or a small step in reinventing yourself, you will face resistance. It can take the form of guilt, fear, uncertainty, or timidity. It is different from due diligence – resistance is unreasonable, irrational, and full of unfounded fear and excuses. Resistance is the number one culprit that stops us from making a change. So, when you feel resistance, take it as confirmation that you should proceed. We are Advocates for Change.

WELCOME NEW CLASSIFIED EMPLOYEES AND NEW POSITIONS

- On April 12, 2023, Nicholas Burgess was hired for the position of Instructional Specialist in the General Education and Transfer Studies Department.
- On April 14, 2023, Cindy Coelho was hired for the position of Maintenance/Trade Assistant in the Facilities department.
- On April 18, 2023, Joseph Benefiel was hired for the position of Financial Services Technician I in the Business Services department.
- On April 19, 2023, Sophia Manzo was hired for the position of Department Technician I in the Academic Affairs department.

Report-1c
May 17, 2023

- On April 20, 2023, Paul Massey was hired for the position of Technology Analyst I in the Information Technology department.
- On April 20, 2023, Daryl Redwine was hired for the position of Technology Analyst I in the Information Technology department.

CHANGES

- On April 14, 2023, Julian Harkema was promoted to the position of Instructional Specialist in the Student Development and Learning department.
- On April 24, 2023, Trevor Bachman was hired for the position of Technology Analyst I in the Information and Technology department.

OTHER ACTIVITIES

During the College's Spring In-Service, the CCA was able to conduct a question and answer (Q and A) panel with members talking about what unions are and why they are important. It was a great opportunity to connect with members and remind them that the association of employees joins together for the common good to make their employment at Chemeketa as stress free as possible. We would like to thank the Spring In-Service Committee for inviting us to participate!

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

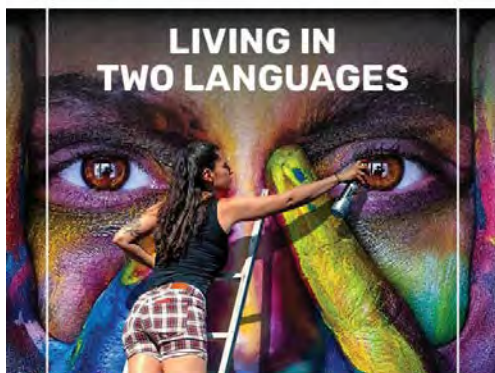
Adrian Lutz, Vice President—Chemeketa Community College Exempt Association
Gaelen McAllister, President—Chemeketa Community College Exempt Association

Adam Mennig attended the National Skills Coalition Skills Summit in Washington, D.C. the week of May 1. During his time there, he visited Capitol Hill where he spoke with congressional representatives and senators about serving the Adult Basic Skills population of students and he advocated on behalf of all community colleges across the state.



Kelsie Powell and Sandi Kellogg presented at Oregon Association for Career and Technical Education (ACTE). The topic was "Technology in the Classroom," focused on the Virtual Reality Simulation used in Chemeketa's Nursing program.

Danielle Hoffman reports that on April 27 the Yamhill campus hosted 135 Yamhill County High School students from sophomore–senior year for a recruitment event, referred to as "Discover Chemeketa." Students had a chance to learn about different academic programs and student services resources across the College. Early on campus exposure to college choices and resources is an important contributor to college going students.



Cecelia Monto and the Education and Languages department has published a bilingual anthology of student essays entitled "Viviendo en Dos Lenguas/ Living in Two Languages," funded by the Meyer Memorial Trust. The book demonstrates Chemeketa's commitment to elevating diverse student voices and serving as an HSI. A publication celebration will be held Wednesday, May 24, at 4 pm on Salem Campus in Building 8, Room 201, with students reading essays about the challenges they have overcome. Here's a photo of the book cover!

ANNUAL GRADUATION EXERCISES

Prepared by

Heather Misener, Interim Director—Student Recruitment, Enrollment and Graduation Services
Ryan West, Executive Dean—Student Affairs
David Hallett, Interim Vice President—Academic and Student Affairs

Chemeketa is once again celebrating the achievements of candidates from all college and pre-college programs.

The 67th Annual Commencement Ceremony will be a walk-thru celebration. This year's ceremony will take place on the Salem campus on Friday, June 16, 2023, from 2–6 pm and will be located in the gym in Building 7. Students will be able to walk a red carpet to receive their diploma cover and take advantage of photo opportunities. The ceremony will include video messages from the college President and Board chair. Guests will get to walk with their graduate and have a front row seat to watch them receive the diploma cover. All faculty and staff are invited to attend to cheer on graduates with signs and banners outside of building 7 to make the event festive and celebratory.

The College Board of Education is officially invited to participate in Chemeketa Community College's 67th Annual Commencement Ceremony.

REGIONAL HIGH SCHOOL MATHEMATICS CONTEST

Prepared by

Wayne Barber, Instructor—Mathematics
Timor Saffary, Dean—Science, Math, Engineering and Computer Science
Don Brase, Executive Dean—General Education and Transfer Studies
David Hallett, Interim Vice President—Academic and Student Affairs

On April 14, 2023, nine high schools from Chemeketa's service district participated in Chemeketa's Annual Regional High School Math Contest. Students from Blanchet, Chemawa, Dallas, Early College, North Salem, Salem Academy, Silverton, South Salem, and West Salem high schools spent the day on campus solving math problems.

It has been three years since the Math program has been able to hold this event in person, due to COVID. In 2020–2022, a virtual escape room style contest was held for all high school students in the Chemeketa service district. During those COVID years, 20 to 30 students participated in the virtual contest.

Each school paid a fee of \$10 per student. Chemeketa provided lunch and a t-shirt designed by Chemeketa's Visual Communications program. Texas Instruments provided two graphing calculators as prizes for the estimation contest.

High school teams consisted of two students in each of five levels:

- Level 2 – Algebra I
- Level 3 – Geometry
- Level 4 – Algebra II
- Level 5 – Pre-Calculus
- Level 6 – Calculus

First-, second- and third-place awards for various events of the day were earned by students from each participating high school. The winners of the 2023 Math Contest received a plaque. First place went to South Salem; Second place went to West Salem and Third place went to Early College High School, respectively.

Students also took part in a qualifying exam for the Oregon Invitational Mathematics Tournament. Students with the highest scores on the State Math Contest qualifying exam were invited to participate in the State Math Contest that will be held at Portland State University on May 18, 2023. Students from Central, McNary, North Salem, Silverton, South Salem, Sprague, and West Salem high schools qualified for the State Math Contest.

This event is successful each year due to the help of many volunteers. Thank you to Don Brase and Timor Saffary for welcoming students and for the funding support. Thank you to all of those that volunteered their time to make the contest a success: Math Contest Coordinator Wayne Barber and the Math program staff: Bryan Tardiff, Chris Nord, Garth Fleming, Keith Schloeman, Kelsey Heater, Leslie Maksun, Lisa Healey, Nolan Mitchell, Odilon Ramirez Javier, Rick Rieman, Sheeny Behmard, Svetlana Kravets, Toby Wagner; Co-coordinator Laura Lethe and the Salem/Keizer School district advisors; David Abderhalden and staff; Adriande Lutz, Alice Sprague, Amanda Patrick, Barb Russell, Heather McDaniel, Judy Allen, Mary Scamahorn, Mary Ellen Scofield, Nadia Statsenko, Nikki Mundt, Sherrie Osborn, Michelle Limas, Mike Evans and the Associated Students of Chemeketa.

HIGH SCHOOL CAREER AND TECHNICAL EDUCATION TEACHER CERTIFICATE OF COMPLETION

Prepared by

Cecelia Monto, Dean—Education, Languages and Social Sciences
Don Brase, Executive Dean—General Education and Transfer Studies
David Hallett, Interim Vice President—Academic and Student Affairs

There is a critical shortage of licensed Career and Technical Education (CTE) high school teachers in the state of Oregon, and nationally as well. Various school district partners have asked Chemeketa for assistance in addressing the need for licensed CTE teachers. This certificate meets the needs of area school districts addressing high school teachers on restricted or temporary licenses by creating a certificate that will allow teachers to gain a preliminary teaching license.

This certificate is modeled after the successful High School CTE Teacher Certificate of Completion at Clackamas Community College, and generous peer sharing assures academic consistency. Based on the Clackamas model, this certificate consists of 18 credits. Many of the courses are stackable with the Education Major Transfer Maps (MTM) and Associate of Arts Oregon Transfer degree (AAOT), and could serve as building blocks for teaching degrees.

Course work for the certificate already exists. Therefore, this certificate will simply provide increased enrollment in current classes. The new courses will be held one or two times per year to meet demand.

Chemeketa has secured grant funding through the Oregon Department of Education (ODE) for school district employees for the past several years, which will enable the course work in this certificate to be covered through grant funding. In this way, both ODE and regional school districts support this certificate.

The new certificate is approved by both the High School CTE Teacher Certificate of Completion Advisory Committee and the Chemeketa Curriculum Committee. The advisory committee consists of representatives from Salem—Keizer School District (SD), Woodburn SD, McMinnville SD, Dallas SD, North Santiam SD, and the CTE Coordinator for the Mid-Willamette Valley Consortium.

The College Board of Education will be asked to approve the High School CTE Teacher Certificate of Completion, to begin fall 2023, at the June 2023 board meeting.

**HIGH SCHOOL CAREER AND TECHNICAL EDUCATION TEACHER
CERTIFICATE OF COMPLETION**

Course No.	Course Title	Credit Hrs.
ED 114 or ED 230	Instructional Strategies for Math Children's Literature and Literacy	3
ED 130	Comprehensive Classroom Management	3
ED 216	Foundations of Education	3
ED 220	Introduction to CTE in Oregon	3
ED 233	Adolescent Development	3
ED 258	Culturally Responsive Pedagogy	3
Certificate Total		18

EDUCATION SUPPORT PROFESSIONALS CERTIFICATE OF COMPLETION

Prepared by

Cecelia Monto, Dean—Education, Languages and Social Sciences
Don Brase, Executive Dean—General Education and Transfer Studies
David Hallett, Interim Vice President—Academic and Student Affairs

There is a critical shortage of educational support personnel at school districts in the state of Oregon, and nationally as well. Through grant work the last couple years Chemeketa has funded tuition support for school district Education Assistants to move into teaching positions. School district partners came to the college to ask for assistance in addressing the lack of educational support for personnel, and the certificate design emerged from this request. The Oregon Department of Education (ODE) also is a proponent of this certificate, and funding for the certificate design was covered by an ODE grant. Therefore, the new Educational Support Professionals certificate of completion meets the needs of area employers and has broad support in the region and in Oregon.

Chemeketa area school districts who hire Education Assistants have expressed a need for increased proficiency in Writing and Math, as well as Education classes. This certificate focuses on those areas.

This combination of classes meets Every Student Succeeds Act (ESSA) requirement for Title 1 schools. Courses do not need to be taken in any particular order. These courses serve as building blocks for teaching degrees and are offered in dual credit as well as on campus allowing high school students to receive college credits and exposure to the Chemeketa campus. Coursework is also stackable with the Education Major Transfer Maps (MTM) and Associates of Arts Oregon Transfer degree (AAOT).

Salem–Keizer School District’s Human Resources department has agreed to guarantee interviews for certificate holders. Therefore, the certificate gives students an advantage in gaining relevant employment in the teaching field, providing students an immediate avenue to employment as an Education Assistant. This certificate also provides an academic pathway towards a full teaching career. Because Chemeketa has secured grant funding for school district employees for the past several years, the certificate and subsequent employment can also provide financial support should students pursue teaching degrees.

The new certificate is approved by both the Education Support Professionals Advisory Committee and the Chemeketa Curriculum Committee. The advisory board is made up of representatives from Salem–Keizer School District (SD), Woodburn SD, McMinnville SD, Dallas SD, North Santiam SD, and Willamette Education Service District.

The College Board of Education will be asked to approve the Education Support Professionals Certificate of Completion, to begin fall 2023, at the June 2023 board meeting.

EDUCATION SUPPORT PROFESSIONAL CERTIFICATE OF COMPLETION

Course No.	Course Title	Credit Hrs.
ED 101 or ED 240	Introduction to Practicum and Teaching Education Practicum and Seminar	4
ED 216	Foundations of Education	3
WR 115 or higher	Composition	4
MTH 095 or ED 114	Intermediate Algebra Instructional Strategies for Math	4 3
Certificate Total		14

CLASSIFIED; EXEMPT; FULL-TIME FACULTY; PART-TIME (ADJUNCT) BARGAINING FACULTY; PART-TIME NON-BARGAINING NON-CREDIT FACULTY; HOURLY, PART-TIME TEMPORARY; AND STUDENT SALARY SCHEDULES FOR 2023–2024

Prepared by

Heather McDaniel, Interim Associate Vice President—Human Resources
Alice Sprague, Interim Vice President—Governance and Administration

CLASSIFIED

Attached is the 2023–2024 salary table for classified employees. The salary table reflects a two percent salary table adjustment to all steps. Eligible employees will receive step increases as agreed in the contract. Effective: July 1, 2023

EXEMPT

Attached is the 2023–2024 salary table for exempt employees. The salary table reflects a two percent salary table adjustment to all steps. Eligible employees will receive step increases. Effective: July 1, 2023

FULL-TIME FACULTY

Attached is the 2023–2024 salary table for full-time faculty. The salary table reflects a two percent salary table adjustment to all steps. Eligible employees will receive step increases as agreed in the contract. Effective: July 1, 2023

PART-TIME (ADJUNCT) BARGAINING FACULTY

Attached is the 2023–2024 salary table for part-time (adjunct) bargaining faculty. The part-time faculty schedule is indexed at 65 percent of the 172-day full time faculty schedule. Eligible employees will receive step increases. Effective: Fall Term 2023–Summer Term 2024

PART-TIME NON-BARGAINING NON-CREDIT FACULTY

Attached is the 2023–2024 salary table for part-time non-bargaining non-credit faculty. The salary table reflects a two percent salary table adjustment to all steps. Effective: July 1, 2023

HOURLY, PART-TIME/TEMPORARY

Attached is the part-time hourly salary schedule for 2023–2024. The salary table reflects a salary table adjustment of two percent. Effective: July 1, 2023

STUDENT

Attached is the student salary schedule for 2023–2024. The salary table reflects a salary table adjustment of two percent. Effective: July 1, 2023

The College Board of Education will be asked to approve these salary tables at the June Board of Education meeting.

**CHEMEKETA COMMUNITY COLLEGE
CLASSIFIED SALARY SCHEDULE
EFFECTIVE JULY 1, 2023 thru JUNE 30, 2024**

RANGE	STEP 1			STEP 2			STEP 3			STEP 4			STEP 5			STEP 6			STEP 7			STEP 8			STEP 9			STEP 10			STEP 11									
	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	RANGE			
A-2	31,812	2,651	15.29	33,156	2,763	15.94	34,524	2,877	16.60	35,964	2,997	17.29	37,488	3,124	18.02	39,132	3,261	18.81	40,992	3,416	19.71	43,080	3,590	20.71	45,636	3,803	21.94	53,640	4,470	25.79	56,268	4,689	27.05	67,656	5,638	32.53	75,084	6,257	36.10	A-2
A-3	33,216	2,768	15.97	34,620	2,885	16.64	36,060	3,005	17.34	37,560	3,130	18.06	39,132	3,261	18.81	40,992	3,416	19.71	43,080	3,590	20.71	45,636	3,803	21.94	53,640	4,470	25.79	56,268	4,689	27.05	67,656	5,638	32.53	75,084	6,257	36.10	A-3			
A-4	34,812	2,901	16.74	36,264	3,022	17.43	37,776	3,148	18.16	39,348	3,279	18.92	40,992	3,416	19.71	43,080	3,590	20.71	45,636	3,803	21.94	53,640	4,470	25.79	56,268	4,689	27.05	67,656	5,638	32.53	75,084	6,257	36.10	A-4						
B-1	36,480	3,040	17.54	38,028	3,169	18.28	39,600	3,300	19.04	41,340	3,445	19.88	43,080	3,590	20.71	45,636	3,803	21.94	53,640	4,470	25.79	56,268	4,689	27.05	67,656	5,638	32.53	75,084	6,257	36.10	B-1									
B-2	38,628	3,219	18.57	40,224	3,352	19.34	42,000	3,500	20.19	43,812	3,651	21.06	45,636	3,803	21.94	53,640	4,470	25.79	56,268	4,689	27.05	67,656	5,638	32.53	75,084	6,257	36.10	B-2												
B-3	45,192	3,766	21.73	47,196	3,933	22.69	49,272	4,106	23.69	51,444	4,287	24.73	53,640	4,470	25.79	56,268	4,689	27.05	67,656	5,638	32.53	75,084	6,257	36.10	B-3															
B-4	47,220	3,935	22.70	49,356	4,113	23.73	51,636	4,303	24.83	53,916	4,493	25.92	56,268	4,689	27.05	67,656	5,638	32.53	75,084	6,257	36.10	B-4																		
C-1	56,148	4,679	26.99	58,836	4,903	28.29	61,632	5,136	29.63	64,644	5,387	31.08	67,656	5,638	32.53	75,084	6,257	36.10	C-1																					
C-2	59,616	4,968	28.66	62,556	5,213	30.08	65,580	5,465	31.53	68,820	5,735	33.09	72,168	6,014	34.70	75,084	6,257	36.10	C-2																					
C-3	62,004	5,167	29.81	65,028	5,419	31.26	68,196	5,683	32.79	71,520	5,960	34.39	75,084	6,257	36.10	C-3																								

CHEMOKETA COMMUNITY COLLEGE
EXEMPT SALARY SCHEDULE
B-2 TO F-1
EFFECTIVE JULY 1, 2023

RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5		RANGE
	ANNL.	HRLY.	MO.	HRLY.	ANNL.	HRLY.	MO.	HRLY.	ANNL.	HRLY.	
B-2	38,460	18.49	3,341	19.28	41,796	20.09	3,633	20.96	45,396	21.83	B-2
B-3	46,164	22.19	4,014	23.16	50,268	24.17	4,368	25.20	54,732	26.31	B-3
B-4	48,924	23.52	4,256	24.55	53,388	25.67	4,647	26.81	58,272	28.02	B-4
C-1	58,452	28.10	5,098	29.41	64,164	30.85	5,347	32.33	70,452	33.87	C-1
C-2	62,028	29.82	5,423	31.29	68,280	32.83	5,692	34.42	75,132	36.12	C-2
C-3	64,536	31.03	5,642	32.55	70,992	34.13	5,916	35.80	78,180	37.59	C-3
C-4	77,796	37.40	81,564	39.21	85,380	41.05	89,136	42.85	92,928	44.68	C-4
D-1	80,892	38.89	84,816	40.78	88,788	42.69	92,700	44.57	96,636	46.46	D-1
D-2	84,132	40.45	88,224	42.42	92,304	44.38	96,420	46.36	100,524	48.33	D-2
D-3	87,516	42.08	91,728	44.10	96,012	46.16	100,248	48.20	104,532	50.26	D-3
D-4	90,132	43.33	94,500	45.43	98,916	47.56	103,248	49.64	107,652	51.76	D-4
D-5	91,920	44.19	96,396	46.35	100,872	48.50	105,360	50.65	109,836	52.81	D-5
E-1	110,880	53.31									
E-2	124,200	59.71									
F-1	139,104	66.88									

* Performance based after initial step

RANGE	STEP 6		STEP 7		STEP 8		STEP 9		STEP 10		STEP 11		RANGE
	ANNL.	HRLY.	MO.	HRLY.	ANNL.	HRLY.	MO.	HRLY.	ANNL.	HRLY.	MO.	HRLY.	
B-2	47,376	22.78	4,110	23.71	51,516	24.77	4,473	25.81	55,920	26.89	4,872	28.11	B-2
B-3	57,144	27.47	4,967	28.66	62,208	29.91	5,406	31.19	67,656	32.53	70,704	33.99	B-3
B-4	60,888	29.27	5,299	30.57	66,492	31.97	5,775	33.32	72,240	34.73	75,504	36.30	B-4
C-1	73,872	35.52	6,452	37.22	81,144	39.01	84,564	40.66	88,152	42.38	92,136	44.30	C-1
C-2	78,876	37.92	6,892	39.76	86,796	41.73	90,480	43.50	94,320	45.35	98,580	47.40	C-2
C-3	82,008	39.43	7,166	41.34	90,276	43.40	94,140	45.26	98,100	47.16	102,516	49.29	C-3
C-4	96,912	46.59	8,076	48.55	105,540	50.74	109,236	52.52	111,444	53.58	113,652	54.64	C-4
D-1	100,764	48.45	8,754	50.50	109,764	52.77	113,604	54.62	115,896	55.72	118,212	56.83	D-1
D-2	104,784	50.38	9,103	52.52	114,156	54.88	118,164	56.81	120,528	57.95	122,928	59.10	D-2
D-3	108,960	52.39	9,467	54.62	118,704	57.07	122,856	59.07	125,304	60.24	127,836	61.46	D-3
D-4	112,236	53.96	9,752	56.26	122,268	58.78	126,576	60.86	129,084	62.06	131,700	63.32	D-4
D-5	114,480	55.04	9,943	57.36	124,692	59.95	129,072	62.06	131,688	63.31	134,328	64.58	D-5

CHEMEKETA COMMUNITY COLLEGE											
2023-2024 SALARIED FACULTY SALARY SCHEDULE											
EFFECTIVE JULY 1, 2023											
STEP	172 DAYS			192 DAYS			222 DAYS				
	ANNUAL	MONTHLY	DAILY	ANNUAL	MONTHLY	DAILY	ANNUAL	MONTHLY	DAILY		
15	\$97,476	\$8,123.00	\$566.72	\$108,811	\$9,067.58	\$566.72	\$119,138	\$9,928.17	\$536.66		
14	\$92,835	\$7,736.25	\$539.74	\$103,631	\$8,635.92	\$539.74	\$113,464	\$9,455.33	\$511.10		
13	\$88,414	\$7,367.83	\$514.03	\$98,693	\$8,224.42	\$514.03	\$108,061	\$9,005.08	\$486.76		
12	\$84,877	\$7,073.08	\$493.47	\$94,746	\$7,895.50	\$493.47	\$103,739	\$8,644.92	\$467.29		
11	\$81,482	\$6,790.17	\$473.73	\$90,956	\$7,579.67	\$473.73	\$99,590	\$8,299.17	\$448.60		
10	\$78,223	\$6,518.58	\$454.78	\$87,317	\$7,276.42	\$454.78	\$95,606	\$7,967.17	\$430.66		
9	\$75,094	\$6,257.83	\$436.59	\$83,825	\$6,985.42	\$436.59	\$91,782	\$7,648.50	\$413.43		
8	\$72,090	\$6,007.50	\$419.13	\$80,472	\$6,706.00	\$419.13	\$88,110	\$7,342.50	\$396.89		
7	\$69,207	\$5,767.25	\$402.37	\$77,255	\$6,437.92	\$402.37	\$84,586	\$7,048.83	\$381.02		
6	\$66,438	\$5,536.50	\$386.27	\$74,163	\$6,180.25	\$386.27	\$81,202	\$6,766.83	\$365.77		
5	\$63,780	\$5,315.00	\$370.81	\$71,196	\$5,933.00	\$370.81	\$77,955	\$6,496.25	\$351.15		
NORMAL STARTING											
STEP 4	\$61,229	\$5,102.42	\$355.98	\$68,349	\$5,695.75	\$355.98	\$74,836	\$6,236.33	\$337.10		
3	\$59,392	\$4,949.33	\$345.30	\$66,297	\$5,524.75	\$345.30	\$72,591	\$6,049.25	\$326.99		
2	\$57,611	\$4,800.92	\$334.95	\$64,310	\$5,359.17	\$334.95	\$70,413	\$5,867.75	\$317.18		
1	\$55,882	\$4,656.83	\$324.90	\$62,380	\$5,198.33	\$324.90	\$68,300	\$5,691.67	\$307.66		

<p style="text-align: center;">CHEMEKETA COMMUNITY COLLEGE PART-TIME (ADJUNCT) FACULTY BARGAINING UNIT SALARY SCHEDULE Effective Fall Term 2023 - Summer Term 2024</p>										
LEVEL	DESCRIPTION	STEPS								LEVEL
		1	2	3	4	5	6	7	8	
A	Lecture Credit Courses	\$858.00	\$884.00	\$921.00	\$1,000.00	\$1,085.00	\$1,177.00	\$1,277.00	\$1,408.00	A
	ILC Rates									
B/C	Hourly Rates	\$78.0000	\$80.3636	\$83.7273	\$90.9091	\$98.6364	\$107.0000	\$116.0909	\$128.0000	B/C
	Labs (1 lab hr. = 0.82 ILC)	\$703.56	\$724.88	\$755.22	\$820.00	\$889.70	\$965.14	\$1,047.14	\$1,154.56	
D	Hourly Rates	\$63.9600	\$65.8982	\$68.6564	\$74.5455	\$80.8818	\$87.7400	\$95.1945	\$104.9600	D
	ABE/GED/HSC/ESL Labs Agriculture Credit Labs Health Care Skills Credit Labs Laboratory Credit Courses Physical Education Activity Courses Science Credit Labs Studio Art Classes Technology Credit Labs Trade Credit Labs Vocational Preparatory Credit Labs Vocational Supplemental Credit Labs									
E	Workshops/Special Assignments (Bargaining Unit Rate) (See Article 23B.5)	Minimum = \$30.47	\$53.20	(CD = Curriculum Development Rate)						E
	Hourly Employee Rate Counseling CWE Coordinator Library Work	\$30.47	\$31.94	\$33.58	\$35.29	\$37.03	\$39.03	\$40.63	\$41.59	
<p style="text-align: right;">Required Meeting (RM) Rate = \$48.05 (2021-2024 CFA Collective Bargaining Agreement, Art. 23B.6.b.i) Curriculum Development Rate (CD) = \$53.20</p>										

Information-5
May 17, 2023

CHEMEKETA COMMUNITY COLLEGE PART-TIME FACULTY NON-BARGAINING NON-CREDIT UNIT SALARY SCHEDULE Effective Fall Term 2023 - Summer Term 2024											
LEVEL	DESCRIPTION	STEPS								LEVEL	
		1	2	3	4	5	6	7	8		
D	Noncredit *Nonbargaining Unit Exception Classes Hourly Rates Used for workshops or non-bargaining unit classes scheduled in on-standard time formats. (i.e. shorter or weekend workshops). This market driven rate is also used for specialized topics that demand unusual expertise or and/or exceptional pay.	minimum = \$23.07 No Maximum								D	
J	Noncredit Vocational Preparatory Vocational Supplementary Workforce Readiness/Workforce Applied Basic Skills Hourly Rates Reimbursable 9800 Series	\$31.20	\$33.38	\$35.71	\$38.20	\$40.86	\$43.70	\$46.76	\$50.02	J	
K	Noncredit Community Education English Now Hourly Rates Used for reimbursable and nonreimbursable noncredit community education courses for personal enrichment	\$23.07	\$24.26	\$25.53	\$26.86	\$28.25	\$29.72	\$31.27	\$32.90	K	
Special Projects: Non-teaching work related to classes											\$23.07
Curriculum Development & Meeting Rate											\$23.07
* D Level courses require Executive Dean/VP approval notated on the Payroll Authorization											

CHEMEKETA COMMUNITY COLLEGE
HOURLY, PART-TIME/TEMPORARY SALARY SCHEDULE
EFFECTIVE JULY 1, 2023

RANGE	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	RANGE
AA	\$14.74	\$15.37	\$16.00	\$16.65	\$17.32	AA
BB	\$14.82	\$15.40	\$16.03	\$16.69	\$17.36	BB
CC	\$14.86	\$15.46	\$16.07	\$16.72	\$17.40	CC
DD	\$15.03	\$15.64	\$16.24	\$16.90	\$17.59	DD
EE	\$16.21	\$16.95	\$17.62	\$18.34	\$19.08	EE
FF	\$17.55	\$18.31	\$19.05	\$19.82	\$20.62	FF
GG	\$19.38	\$20.25	\$21.11	\$21.97	\$22.86	GG
HH	\$20.52	\$21.42	\$22.37	\$23.28	\$24.22	HH
II	\$24.61	\$25.82	\$27.03	\$28.13	\$29.27	II

Note: Ranges JJ thru NN are Interpreters and Typewell Transcribers only

POSITION	LEVEL	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	RANGE
INTER. HT010H	1	JJ	\$22.44	\$23.38	\$24.45	\$25.47	\$26.58	JJ
HT020H	2	KK	\$27.53	\$28.70	\$30.01	\$31.26	\$32.63	KK
HT030H	3	LL	\$33.77	\$35.20	\$36.81	\$38.35	\$40.04	LL
HT040H	4	MM	\$41.29	\$43.00	\$44.98	\$46.86	\$48.92	MM
HT050H	5	NN	\$50.43	\$52.57	\$54.97	\$57.26	\$59.78	NN

INTERPRETERS

1	I/P Graduate or 0-2 years of experience	TYPEWELL TRANSCRIBERS
2	R/D Written or BA Degree; and 2+ years experience	
3	CI or CT or NAD III or Masters Degree; and 2+ years experience	
4	CI & CT or NAD IV; and 2+ years experience	
5	CI & CT for 5 years OR NAD V; BA/BS Degree required	

FOR RANGES JJ - NN ONLY:

Initial placement on the pay scale and step increases will be in accordance with personnel practices. Movement from one level to another may be made by request of the employee with verification of change in credential and approval by the Dept. manager and the Dir. of Human Resources.
Any movement from one level to another level will take place at the time of any step increase.
HR will work collaboratively with the Student Accessibility Services Director for placement of part-time employees on this scale (verification of certification, etc.)

TCT: Typewell Certified Transcriber

TYPEWELL TRANSCRIBERS

Novice; 0-2 years experience
TCT: Level 1 Certification or BA/BS deg. & 2 yrs. exp.
TCT: Level 2 Certification

CHEMEKETA COMMUNITY COLLEGE STUDENT SALARY SCHEDULE EFFECTIVE JULY 1, 2023					
CWS/FWS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
S1	\$14.74	\$15.37	\$16.00	\$16.65	\$17.32
S2	\$14.82	\$15.40	\$16.03	\$16.69	\$17.36
S3	\$14.86	\$15.46	\$16.07	\$16.72	\$17.40
S4	\$19.38	\$20.25	\$21.11	\$21.97	\$22.86

PERSONNEL REPORT

Prepared by

Heather McDaniel, Interim Associate Vice President—Human Resources
Alice Sprague, Interim Vice President—Governance and Administration

NEW HIRES

Joseph A. Benefiel, Financial Services Technician I—Business Services, College Support Services Division, 100 percent, 12-month assignment, Range B-1, Step 4.

Nicholas R. Burgess, Instructional Specialist—Chemeketa Center for Business and Industry, Career and Technical Education Division, 50 percent, 12-month assignment, Range B-3, Step 4.

Cindy A. Coelho, Maintenance/Trades Assistant—Capital Projects and Facilities, College Support Services Division, 100 percent, 12-month assignment, Range A-4, Step 4.

Robert A. Hoffman, Director-Financial Aid and Veteran's Services—Student Services Division, 100 percent, 12-month assignment, Range D-3, Step 5.

Tesla N. Johnson, Instructor-Medical Assisting—Yamhill Valley Campus—Career and Technical Education, Regional Education and Academic Development Division, 100 percent, 10-month annualized assignment, Range F-9, Step 4.

Sofia C. Manzo, Department Technician I-11months—Academic Development and Corrections Education, Regional Education and Academic Development Division, 100 percent, 11-month assignment, Range B-1, Step 2.

Paul W. Massey, Technology Analyst I—Information Technology, Governance and Administration Division, 100 percent, limited term assignment through June 30, 2023, Range C-1, Step 1.

Daryl A. Redwine, Technology Analyst I—Information Technology, Governance and Administration Division, 100 percent, limited term assignment through June 30, 2023, Range C-1, Step 6.

POSITION CHANGES

Trevor A. Bachman, Technology Analyst I—Information Technology, Governance and Administration Division, 100 percent, Range C-1, Step 2. Lateral move to new assignment in Information Technology department.

Julian J. Harkema, Instructional Specialist—Library and Learning Resources, Student Development and Learning Resources Division, 100 percent, Range B-3, Step 11 from Instructional Specialist—Applied Technologies, Career and Technical Education and Public Safety Division.

Standard Report-1
May 17, 2023

Heather L. Misener, Interim Director-Student Recruitment, Enrollment and Graduation Services—Student Services Division, 100 percent, Range D-3, Step 1, from Student Services Coordinator/Analyst I— Student Recruitment, Enrollment and Graduation Service, Student Services Division.

Shaunah R. Steele, Director-Human Performance—Health Sciences, Career and Technical Education Division, 100 percent, Range D-1, Step 1, from Coordinator-Health Sciences— Career and Technical Education Division.

Jonathon M. Williams, Systems Analyst—Information Technology, Governance and Administration Division, 100 percent, Range C-3, Step 6, from Technology Analyst I— Information Technology, Governance and Administration Division.

RETIREMENTS

Wayne G. Barber, Instructor-Mathematics—Math, Engineering and Computer Science, General Education and Transfer Studies Division, effective June 30, 2023.

Andrew J. Frank, Instructor-Physical Science/Geology—Life and Physical Science, General Education and Transfer Studies Division, effective June 30, 2023.

Karen S. Gooley, Department Specialist—Human Resources, Governance and Administration Division, effective June 30, 2023.

Simone B. Hughes, Instructional Specialist—Agricultural Sciences and Technology, Regional Education and Academic Development Division, effective June 30, 2023.

Phillip “Phil” La Vine, Instructor-Farm Business Management—Agricultural Sciences and Technology, Regional Education and Academic Development Division, effective June 30, 2023.

Diane L. McLaran, Director-Community Relations—President’s Office Division, effective June 30, 2023.

SEPARATIONS

Megan Cogswell, Director-Apprenticeship—Career and Technical Education and Public Safety Division, effective May 19, 2023.

BUDGET STATUS REPORT

Prepared by

Rich Kline, Director—Business Services
Brian Knowles, Director—Budget and Finance
Aaron Hunter, Associate Vice President/Chief Financial Officer

The financial reports of the general fund and investments for the period from July 1, 2022, through April 30, 2023, are attached.

The following items are included in the report:

- General Fund Statement of Resources and Expenditures
- General Fund Budget Status Report
- Status of Investments as of April 30, 2023

**Chemeketa Community College
Statement of Resources and Expenditures
As of April 30, 2023**

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
Resources:				
Beginning Fund Balance	16,000,000	18,202,903	113.77%	2,202,903
Property Taxes	26,190,000	26,089,562	99.62%	(100,438)
Tuition and Fees	24,730,000	24,079,814	97.37%	(650,186)
State Appropriations - Current	27,514,656	27,294,367	99.20%	(220,289)
State Appropriations - Carryover from FY22	9,315,344	9,315,344	100.00%	-
Indirect Recovery	940,000	901,542	95.91%	(38,458)
Interest	610,000	1,055,674	173.06%	445,674
Miscellaneous Revenue	460,000	179,250	38.97%	(280,750)
Transfers In	800,000	400,000	50.00%	(400,000)
Total Resources	106,560,000	107,518,456	100.90%	958,456
Expenditures:				
Instruction	39,639,384	30,627,131	77.26%	9,012,253
Instructional Support	14,597,497	10,680,313	73.17%	3,917,184
Student Services	10,105,352	7,466,173	73.88%	2,639,179
College Support Services	19,804,351	13,967,564	70.53%	5,836,787
Plant Operation and Maintenance	7,723,416	5,584,101	72.30%	2,139,315
Transfers	5,190,000	3,341,169	64.38%	1,848,831
Total Expenditures (Excluding Contingency)	97,060,000	71,666,451	73.84%	25,393,549
Contingency	8,000,000	-	0.00%	8,000,000
Total Expenditures	105,060,000	71,666,451	68.21%	33,393,549
Unappropriated Ending Fund Balance	1,500,000	35,852,005		

Chemeketa Community College
Budget Status Report
As of April 30, 2023

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	10,714,491	8,393,862	1,580,884	739,745
6120	Classified Salaries	14,280,198	10,331,420	1,946,015	2,002,763
6124	Part-Time Hourly & Student Wages	1,393,494	971,527	-	421,967
6130	Faculty Salaries	17,578,831	14,632,944	2,020,610	925,277
6132	Part-Time Faculty	8,818,811	6,245,222	1,149,957	1,423,632
6510	Fixed Fringe Benefits	10,157,304	7,453,406	-	2,703,898
6511	Variable Fringe Benefits	16,948,232	12,747,022	-	4,201,210
6512	Other Fringe Benefits	380,000	176,208	-	203,792
	Subtotal Personnel Services	80,271,361	60,951,611	6,697,466	12,622,284
					75.93%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,913,313	674,650	-	1,238,663
720	Equipment \$500-\$4,999	280,638	83,750	-	196,888
7300	Legal Services	118,300	30,641	44,200	43,459
7310	Insurance	704,245	769,691	-	(65,446)
7320	Maintenance	452,005	318,378	82,136	51,491
7330	Communications	967,558	550,901	-	416,657
7340	Utilities	2,004,161	1,377,124	17,360	609,677
7350	Staff Development	128,180	55,516	-	72,664
7360	Travel	390,159	93,745	-	296,414
7370	Other Services	4,403,573	3,212,814	379,116	811,643
7550	Capital Outlay	236,507	206,461	13,501	16,545
8150	Transfers Out	5,190,000	3,341,169	-	1,848,831
	Subtotal Non-Personnel Services	16,788,639	10,714,840	536,313	5,537,486
					63.82%
8500	Contingency	8,000,000	-	-	8,000,000
	Report Totals	105,060,000	71,666,451	7,233,779	26,159,770
					68.21%

Standard Report-2
May 17, 2023

Status of Investments
April 30, 2023

	Statement Date	Maturity Date	Account Balance	Rate as of 4/30/2023
<u>Oregon State Treasurer Investments</u>				
Oregon Short-Term Fund - General	4/30/2023	On demand	\$ 21,148,691.41	3.750%
Oregon Short-Term Fund - Capital	4/30/2023	On demand	\$ 9,076,125.40	3.750%
Total Oregon State Treasurer Investments			\$ 30,224,816.81	
<u>Other Investments</u>	Investment Date	Maturity Date	Amount Invested	Yield
Treasury Note - United States Treasury	12/13/2021	4/30/2023	\$ 1,991,623.87	0.441%
Corporate Note - Bank of Nova Scotia	11/1/2021	5/1/2023	\$ 5,083,675.69	0.505%
Corporate Note - Chevron	12/9/2021	5/11/2023	\$ 2,595,258.67	0.647%
Gov't Agency - Federal Home Loan Mtg. Corp.	12/8/2021	6/19/2023	\$ 2,093,699.44	0.521%
Corporate Note - Toronto Dominion Bank	11/3/2021	7/19/2023	\$ 4,247,604.44	0.458%
Treasury Note - United States Treasury	9/23/2022	8/31/2023	\$ 2,444,284.05	3.917%
Treasury Note - United States Treasury	3/31/2023	8/31/2023	\$ 1,973,940.00	4.563%
Gov't Agency - Fannie Mae	10/24/2022	9/12/2023	\$ 1,978,008.06	4.562%
Treasury Note - United States Treasury	9/23/2022	9/30/2023	\$ 2,453,180.05	3.936%
Treasury Note - United States Treasury	4/20/2023	10/19/2023	\$ 1,952,882.22	4.852%
Gov't Agency - Federal Home Loan Mtg. Corp.	11/30/2022	10/25/2023	\$ 1,915,373.89	4.849%
Treasury Note - United States Treasury	12/1/2022	11/30/2023	\$ 1,922,440.00	4.521%
Treasury Note - United States Treasury	12/1/2022	12/31/2023	\$ 1,921,140.00	4.526%
Gov't Agency - Federal Home Loan Bank	2/1/2023	1/26/2024	\$ 1,998,840.00	4.810%
Treasury Note - United States Treasury	2/1/2023	1/31/2024	\$ 2,447,280.39	4.442%
Treasury Note - United States Treasury	12/1/2022	1/31/2024	\$ 1,918,240.00	4.513%
Gov't Agency - Federal Home Loan Bank	2/28/2023	2/21/2024	\$ 1,998,384.44	5.187%
Treasury Note - United States Treasury	2/28/2023	2/22/2024	\$ 1,910,289.89	4.734%
Treasury Note - United States Treasury	12/6/2022	2/29/2024	\$ 1,925,380.00	4.649%
Treasury Note - United States Treasury	12/6/2022	3/31/2024	\$ 1,937,060.00	4.615%
Gov't Agency - Federal Home Loan Bank	12/15/2022	4/15/2024	\$ 2,007,800.00	4.450%
Treasury Note - United States Treasury	12/14/2022	5/31/2024	\$ 1,949,380.00	4.305%
Corporate Note - Bank of Montreal	11/8/2022	6/28/2024	\$ 2,873,160.00	5.223%
Treasury Note - United States Treasury	1/6/2023	7/31/2024	\$ 2,439,950.00	4.604%
Corporate Note - JPMorgan Chase	10/20/2022	1/23/2025	\$ 1,919,760.00	5.033%
Total Other Investments			\$ 57,898,635.10	3.476% weighted average yield

13 week Treasuries 4.95% as of 4/30/2023

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

CAPITAL PROJECTS REPORT

Prepared by

Rory Alvarez, Director—Facilities and Operations
Aaron Hunter, Associate Vice President/Chief Financial Officer

CURRENT AND COMPLETED CAPITAL PROJECTS

- **Building 34**
The deconstruction of this building is now underway! The facilities team is collaborating closely with the contractor to manage any noise and odor-related disturbances to neighboring structures. All reusable materials have been retrieved prior to the demolition commencing.
- **Charging Station Upgrades**
Facilities has replaced the current electric vehicle charging stations located on the Salem Campus and added new locations including the red and green parking lots. New stations will also be installed at Chemeketa Center for Business and Industry (CCBI) and Yamhill Valley Campus in the coming weeks.

HEATING, VENTILATION AND AIR CONDITIONING (HVAC) UPGRADES (CRSSA FUNDS)

- **Salem Campus Building 1**
All units except one have arrived. Facilities is currently establishing an installation schedule with the contractor.
- **Salem Campus Building 2**
Construction is underway. Facilities is coordinating with the affected departments. New HVAC equipment is expected to be installed prior to June 30.
- **Santiam Center**
All work is complete.
- **Salem Campus Building 37**
All work is complete.
- **Brooks Building 1**
All work is complete.
- **Eola Building 1**
All work is complete.

See Appendix–2; Campus Map pages 70–71.

RECOGNITION REPORT

Prepared by

Jessica Howard, President/Chief Executive Officer

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

SANDI KELLOGG was recognized by the Accreditation Commission for Education in Nursing (ACEN) for her work as an ACEN Peer Evaluator for 2022. The ACEN Board of Commissioners and Staff recognized Sandi for her committed leadership and ongoing support over the year.

TERRI JACOBSON was among 15 portrait photographers selected to exhibit at the Pharmacy Art Gallery in Springfield, IL on April 12 during a one-night-only display. Terry's artwork was chosen from over 200 submitted images from photographers from the United States and Canada.

Chemeketa Cyber Security students took part in the National Cyber League's spring competition the weekend of April 15–17. Chemeketa's Cyber Security Competition Team placed 477th out of 3,593 teams competing, putting them in the top 15 percent. The National Cyber League is a twice-annual competition for students that offers an opportunity to test real-world cybersecurity skills in a controlled, competitive environment.

Spring Inservice was held on April 28. Special thanks to MARIE HULETT for organizing the event, LAYLI LISS for going above and beyond, and the following presenters and staff who assisted: DAVID ABDERHALDEN, BLANCA AGUIRRE, KAREN ALEXANDER and ACCESSIBILITY SERVICES, JUDY ALLEN, ANN ANGEL, TRICIA BLISS, DON BRASE, SHEILA BROWN, KAY BUNNENBERG BOEHMER, VIVI CALEFFI PRICHARD, TAYLOR CANTONWINE, JULIE DEUCHARS, DEE DIXON and FACILITIES, JORDAN DEROSIA, MIKE EVANS, ELIZABETH FACANHA, SAGE FREEMAN, SUSANA GARCIA, MINNA GELDER, MANUEL GUERRA, IMRAN HAIDER, LISA HEALEY, FANTINI HERNANDEZ, TETER KAPAN, CHRIS KATO, JASMINE KAUR, TIM KING, ROBERT LAHUE, RASCHEL LARSEN, MARTY LIMBIRD, NEIL LISS, ANGELICA MACIAS, HEATHER MARIGER, TAYLOR MARROW, JON MATHIS, BRETT MATTI and IT, KRISTIN MAURO, GAELLEN MCALLISTER, DIANE MCLAREN, KARL MEINER, ADAM MENNIG, TONY MOORE, YESICA NAVARRO, WESLEY PARKER, CHANITA PARKER-KEEBLER, TIM PIERCE, NATE PRATT, JULIE PETERS, CHRIS POTTS, CHEILA RAMIREZ, ODILON RAMIREZ JAVIER, KEVIN RUBY, KEITH SCHLOEMAN, JESSICA SCHRUNK, MARY ELLEN SCOFIELD, ALICE SPRAGUE, JOHN SUTTER, PILAR TORRES-BARRERA, JEREMY TRABUE, GARY WEST, ESTHELA ZENDEJAS, and CARLOS ZULETA.

The following Chemeketa students have been awarded the Ford Transfer Scholars Program Scholarship for the 2023–2024 academic year: PAULINA GAMBOA, LIBBY GROGRAN, TOBY HAUSLER, ISAAC MAYHUGH, KAYLAN MERAZ, MICHAEL PARKER, THAILE SCHROCK, DILLON SPRAYBERRY, and SOFIA VILLANUEVA. The Ford Transfer Scholars Program is a highly selective scholarship that awards students from OR and Siskiyou County, CA who are transferring to a 4-year college to complete their undergraduate degree. The scholarship

Standard Report-4
May 17, 2023

amount varies by student, providing 90% of unmet need per academic year. The students selected have shown exceptional potential and motivation to succeed in college. They have demonstrated care for their community, a strong work ethic, leadership potential, and an overall outstanding character.

Chemeketa Cellars has been awarded the *Most Vino Veritas* award by Travel Salem. Chemeketa Cellars will be honored at the Most Oregon Part of Oregon (MOPO) awards on May 11 with colleagues and leaders in the Mid-Willamette Valley's hospitality and tourism industry. This event honors the area's tourism industry stakeholders whose ideas and innovative partnerships increased the economic impact of tourism in Salem and the Mid-Willamette Valley in 2022.

**APPROVAL OF PRESIDENTIAL EVALUATION PROCESS
[22-23-131]**

Prepared by

Ron Pittman, Chair—Board of Education

The annual performance evaluation of President Jessica Howard will be completed and reported to the public on June 21, 2023, in accordance with board policy and ORS 192.660(1)(i).

It is recommended that the Board of Education approves the following proposed timeline of completing and reporting the annual presidential evaluation:

- | | |
|----------|---|
| October | The president presents a draft of goals for the upcoming year with respect to her personal performance to the board. |
| November | Board agrees on the final set of goals for the upcoming year. |
| April | Board Information item on process used to evaluate the president |
| May/June | The annual formal evaluation process will begin in May with the president giving a presentation to the board based on her performance in the following areas: |

Part I

- A. The Board of Education
- B. Management Competencies
 - B1. Achieves Results
 - B2. Communicates Effectively
 - B3. Facilitates Team Success
- C. The Community (Core Theme: Community Collaborations)
- D. Educational Planning and Leadership (Core Themes: Academic Quality, Access, and Student Success)
- E. Business, Finance, and Facilities (Core Theme: Access)
- F. College Personnel (Core Theme: Academic Quality)

Part II

Evaluation of Performance in Relation to the Annual College Strategic Initiatives

The president will indicate how her goals, with respect to her personal performance, were addressed.

Board members would use the attached President's Evaluation Worksheet to rate her performance and to make notes on what they would like to share and discuss with fellow board members in June.

Action-1
May 17, 2023

Board members will agree on how the board wants to express their evaluation results.

June The board meets with the president in a special executive session to discuss the evaluation

The board chair and vice chair draft an evaluation reflecting the board's evaluation discussion and any summary comments.

The board chair and vice chair meet with the president to present the draft evaluation document and edit any changes prior to the June board meeting

The board chair and vice chair prepare a summary statement to be read at the June board meeting.

The board publicly presents the compensation and contract recommendation at the June board meeting.

Worksheet (See attached copy)



Name _____

Date _____

ANNUAL PRESIDENT’S EVALUATION

The President will be evaluated in the following categories. Using a compilation of the Board of Education’s President’s Evaluation Worksheet, notes should be provided to explain results in each category, especially for ratings of 1, 2, or 5.

PART I

A. The Board of Education

1) Keeps the board informed of the needs, issues, and operations of the college.
2) Offers professional advice to the board on matters requiring board action, with the appropriate recommendations based on careful study and analysis.
3) Maintains a professional working relationship with the board.
4) Recommends to the board for consideration changes in the college/board policies.
5) Recommends to the board the annual budget along with advice regarding the resources to fund the budget.
6) Has an understanding of, and demonstrates support for, governance and collective bargaining in an academic setting and conciliation in grievance processing.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

B. Management Competencies

B1. Achieves Results

1) Overcomes obstacles to complete projects successfully.
2) Effects outcomes that set high standards for others.
3) Achieves results that have a positive impact on the organization as a whole.
4) Seeks to improve own skills and knowledge

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

B2. Communicates Effectively

1) Expresses thoughts clearly in writing.
2) Is an effective, articulate speaker.
3) Covers an issue thoroughly without overdoing it.
4) Communicates in a straightforward manner, even when dealing with sensitive topics.
5) Makes current information readily available to others.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

B3. Facilitates Team Success

1) Resolves conflict fairly.
2) Creates an atmosphere of team cooperation over competition.
3) Builds consensus on decisions.
4) Leads team in formulating goals that complement the organization's mission.
5) Brings capable people into the group.
6) Uses the diverse talents and experiences of the group to maximum advantage.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

C. The Community (Core Theme: Community Collaborations)

1) Gains respect and support from the community for the conduct of the college.
2) Maintains cooperative relationship with the news media.
3) Participates in community life and affairs.
4) Works effectively with public and private agencies.
5) Represents the views, policies and acts of the board to the public and legislative bodies.
6) Helps establish a sense of community.
7) Strengthens and advances the college's linkages and partnerships with business, industry and government.
8) Vigorously advocates for Chemeketa in particular and the community college movement in general, wherever possible, especially in statewide forums.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

D. Educational Planning and Leadership (Core Themes: Academic Quality, Access, and Student Success)

1) Implements the philosophy of a comprehensive community college and provides quality education for all district residents.
2) Organizes a planned program of curriculum development, emphasizing effective and innovative methodology, and practices to ensure student success in achieving their educational goals.
3) Provides participatory procedures in curriculum work, utilizing the abilities and talents of the entire professional staff and lay people in the district.
4) Provides opportunity for student leadership and participation in the college co-curricular activities.
5) Provides a strong program of student support and enrollment services, including student recruitment, testing, placement, advising, orientation, and student success courses, as well as educational and career counseling and financial aid.
6) Provides atmosphere for cultural pluralism and global perspective and a comprehensive plan for diversity at all levels.
7) Displays knowledge and understanding of the appropriate management systems and planning strategies for an effective organization.
8) Provides for ongoing evaluation and improvement of educational programs and support services.
9) Fosters an environment in which teaching, learning, student access and success are central to the college's mission.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

E. Business, Finance, and Facilities (Core Theme: Access)

1) Supervises fiscal operations in accordance with board policies and state/federal laws and rules, insisting on competent, efficient and prompt performance.
2) Determines that funds are spent wisely and that adequate control and accounting are maintained.
3) Evaluates financial needs and makes recommendations for adequate funding.
4) Develops creative sources of revenue.
5) Develops a sustainability (ecological) college-wide plan.
6) Work with associations to obtain a settlement within Board of Education parameters.
7) Continue to build buildings and infrastructure to serve immediate needs with flexibility to serve future needs.
8) Explore and implement opportunities to leverage college resources including new partnerships.
9) Continue to support the Chemeketa Foundation in its fund raising efforts.

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

Action-1
May 17, 2023

F. College Personnel (Core Theme: Academic Quality)

- | |
|---|
| 1) Develops and executes sound personnel procedures and practices, with particular attention to collective bargaining and implementation of agreements. |
| 2) Recruits, recommends and assigns the most competent personnel available, taking affirmative action to ensure that those in protected classes are provided equal opportunity. |
| 3) Encourages participation of staff members and faculty groups in college planning, procedures and policy development and implementation. |
| 4) Provides leadership in the development of college personnel at all levels. |

Consistently exceeds expectations	Occasionally exceeds expectations	Meets expectations	Occasionally fails to meet expectations	Consistently fails to meet expectations
5	4	3	2	1

Notes:

PART II – EVALUATION OF PRESIDENT’S PERFORMANCE IN RELATION TO THE ANNUAL COLLEGE STRATEGIC INITIATIVES.

Notes:

ADDITIONAL COMMENTS/OVERALL IMPRESSION:

President Comments:

Signatures: This evaluation was reviewed with me by the College Board of Education. My signature does not necessarily indicate agreement or approval

President/CEO Jessica Howard Date May 17, 2023
Board Chair Ron Pittman Date May 17, 2023
Human Resources Heather McDaniel Date May 17, 2023

Revised May, 2020

Action-2
May 17, 2023

**APPROVAL OF PROPOSED SCHEDULE OF COLLEGE
BOARD OF EDUCATION MEETINGS FOR 2023–2024
[22-23-132]**

Prepared by

Jessica Howard, President/Chief Executive Officer

The following dates have been selected for the 2023–2024 College Board of Education meeting schedule. The dates fall on the third Wednesday of each month. The July 2023 and September 2023 meetings may be held at outreach centers or campuses. All other board meetings will be held on the Salem Campus and/or via web conferencing.

July 10—Special Board Meeting

July 19

August 30—Board Work Session (Agriculture Complex)

September 20

October 18

November 15

December 13

January 5—Board Work Session (TBA)

January 17

January 31—Budget Committee Orientation

February 21

March 20

April 10—Budget Meeting

April 17—Budget and Board of Education meeting

April 24—Budget Committee (Optional)

May 15

June 26

Tentative 2024–2025

July 21

It is recommended that the College Board of Education approve the proposed schedule of board meetings for 2023–2024.

**APPROVAL OF BUDGET COMMITTEE MEMBER SELECTION PROCESS
FOR VACANCIES IN ZONE 2, ZONE 3 AND ZONE 7 FOR 2023–2026
[22-23-133]**

Prepared by

Alice Sprague, Vice President—Governance and Administration

Budget Committee positions for Zones 2, 3, and 7 expire June 30, 2023. In compliance with board policy number 1170, the following appointment process is recommended for Zones 2, 3, and 7.

ACTION NECESSARY UNDER BOARD POLICY/PROCEDURE NUMBER 1170

Barbara Nelson, Zone 2	Must advertise*
Joe Van Meter, Zone 3	Must advertise*
Scott Muller, Zone 7	May reappoint or advertise*

BUDGET MEMBER SELECTION TIMELINES AND PROCESS

Openings Announced to Board of Education	April 19
Approval of Selection Process and Timelines	May 17
Legal Notice Published	by June 30
Deadline for Applications to the President's Office	July 28
Application Screening	TBD
Appointment of New Budget Committee Members	TBD

* Policy and procedure 1170 state that a position filled by an incumbent who has served more than four years must be advertised; however, the incumbent may reapply if they wish to continue. Additionally, a position filled by an incumbent who has served less than four years can be reappointed without public notice advertising for additional applicants. Barbara Nelson, Zone 2 and Joe Van Meter, Zone 3 have served more than four years and in compliance with procedure 1170, Zones 2 and 3 must be advertised. Scott Muller has served as an incumbent for less than four years and in compliance with procedure 1170, can be reappointed for Zone 7 without advertising for additional applicants

* Procedure 1170 calls for the board chair to appoint a subcommittee of three (3) board members to screen potential candidates from the zones with budget committee vacancies. Applicants must live and be registered voters within the vacant district zone.

It is recommended that the College Board of Education approve the appointment process and the timelines for the selection of Budget Committee members for Zones 2, 3, and 7.

Action-4
May 17, 2023

**APPROVAL OF SUSPENSION OF FIRE SUPPRESSION DEGREE
[22-23-134]**

Prepared by

Joshua Darland, Program Chair—Fire Protection Technology
Jordan Bermingham, Dean—Emergency Services and Diesel Technology
Marshall Roache, Executive Dean—Career and Technical Education
David Hallett, Interim Vice President—Academic and Student Affairs

The Fire Suppression program at Chemeketa Community College is requesting permission to suspend the degree, in its current iteration, and replace it with a degree path better suited to prepare students for entry into the fire service.

Program personnel worked closely with our industry partners including Keizer Fire District, Salem Fire District and Marion County Fire District to develop the new degree path. The program chair and administrative support will work with students, on an individual basis, to ensure degree completion for those who are enrolled in the current program.

The proposed new degree path has broad support from our industry partners and is approved by the Fire Program Advisory Committee and the Chemeketa Curriculum Committee.

It is recommended that the College Board of Education approve the suspension of the current Fire Suppression degree.

**APPROVAL OF FIRE SUPPRESSION DEGREE
[22-23-135]**

Prepared by

Joshua Darland, Program Chair—Fire Protection Technology
Jordan Bermingham, Dean—Emergency Services and Diesel Technology
Marshall Roache, Executive Dean—Career and Technical Education
David Hallett, Interim Vice President—Academic and Student Affairs

The Fire Suppression program created a revised path to completion that emphasizes hands-on experience while also streamlining coursework to better match the needs of students pursuing entry level employment with the fire service.

The new degree path will accomplish the following:

1. Aligns more closely with industry standard Fire and Emergency Services Higher Education (FESHE—established by the National Fire Academy) and the International Fire Service Training Association (IFSTA). This curriculum is endorsed by the fire program’s national accreditor, the International Fire Service Accreditation Congress.
2. Provides more hands-on training opportunities for students by leveraging industry partner support. Students will engage in CWE experiences in the local fire districts. There are existing and longstanding intergovernmental agreements with local districts that provide the framework for student learning “on the job”. This change also supports the fire service by providing additional resources to an industry experiencing personnel shortages and benefits students by providing clear pathways to employment post-graduation.

The proposed new degree path has broad support from industry partners and is approved by the fire program advisory committee and the Chemeketa Curriculum Committee.

It is recommended that the College Board of Education approve the new Fire Suppression degree, to begin fall 2023.

FIRE SUPPRESSION DEGREE

Course No.	Course Title	Credit Hours
	Term 1	
ES 172	Introduction to Emergency Services	3
FRP 191	Fire Incident Related Experience 1 Lecture/Lab	4
FRP 175	Hazmat Operations	1
FRP 167	Shift and Station Operations 1	1
FRP 141	EMT, part 1	4
	Term Total	13

Action-5
May 17, 2023

	Term 2	
FRP 192	Fire Incident Related Experience 2 Lecture/Lab	4
FRP 159	Fire Behavior and Combustion	3
FRP 142	EMT, part 2	4
FRP 266	Building Construction for Fire Protection	3
	Term Total	14
	Term 3	
FRP 156	Emergency Services Safety and Survival	3
FRP 193	Fire Incident Related Experience 3 Lecture/Lab	4
FRP 180	Fire Protection Hydraulics, Water Supply and Pump Ops. Lec/Lab	4
FRP 143	EMT, part 3	4
	Term Total	15
	Term 4 - Summer	
FRP 280I	Cooperative Work Experience - Fire/EMS	9
COMM 115	Intercultural Communication	4
	Term Total	13
	Term 5	
FRP 291	Fire Incident Related Experience 4 Lecture/Lab	4
FRP 260	Fire Prevention	3
FRP 267	Shift and Station Operations 2	1
MTH 070	Elementary Algebra	4
	Term Total	12
	Term 6	
FRP 292	Fire Incident Related Experience 5 Lecture/Lab	4
FRP 171	Fire Protection Systems	3
WR 121	Academic Composition	4
	Term Total	11
	Term 7	
FRP 256	Emergency Services Rescue Practices	4
PSY 101	Psychology of Human Relations	4
FRP293	Fire Incident Related Experience 6 Lecture/Lab	4
	Term Total	12
	Term 8 - Summer	
FRP 208I	Cooperative Work Experience - Fire/EMS	9
WR 227	Technical Writing	4
	Term Total	13
	Program Total	103

Action-6
May 17, 2023

**APPROVAL OF FIREFIGHTER / EMERGENCY MEDICAL TECHNICIAN
CERTIFICATE OF COMPLETION
[22-23-136]**

Prepared by

Joshua Darland, Program Chair—Fire Protection Technology
Chris Arbuckle, Program Chair—Emergency Medical Services (EMS)
Jordan Bermingham, Dean—Emergency Services and Diesel Technology
Marshall Roache, Executive Dean—Career and Technical Education
David Hallett, Interim Vice President—Academic and Student Affairs

The Fire Suppression program is seeking board approval to add a new, one-year, Firefighter/Emergency Medical Technician (EMT) certificate. The certificate adds an additional pathway for students seeking to enter the field of emergency services and provides a solid foundation of skills and industry recognized certifications required for employment or as a resident volunteer in any number of fire districts.

The Firefighter/EMT certificate also dovetails nicely with the Paramedic Associate of Applied Science (AAS) degree pathway for students desiring a higher level of certification in emergency medicine and additional employment opportunities.

The new certificate is approved by both the Fire Program Advisory Committee and the Chemeketa Curriculum Committee.

It is recommended that the College Board of Education approve the Firefighter/EMT Certificate, to begin fall 2023.

Action-6
 May 17, 2023

FIREFIGHTER / EMERGENCY MEDICAL TECHNICIAN CERTIFICATE OF COMPLETION

Course No.	Course Title	Credit Hours
Term 1		
ES 172	Introduction to Emergency Services	3
FRP 191	Fire Incident Related Experience 1 Lecture/Lab	4
FRP 175	Hazmat Operations	1
FRP 167	Shift and Station Operations 1	1
FRP 141	EMT, part 1	4
Term Total		13
Term 2		
FRP 192	Fire Incident Related Experience 2 Lecture/Lab	4
FRP 159	Fire Behavior and Combustion	3
FRP 142	EMT, part 2	4
FRP 266	Building Construction for Fire Protection	3
Term Total		14
Term 3		
FRP 156	Emergency Services Safety and Survival	3
FRP 193	Fire Incident Related Experience 3 Lecture/Lab	4
FRP 180	Fire Protection Hydraulics, Water Supply and Pump Ops. Lec/Lab	4
FRP 143	EMT, part 3	4
Term Total		15
Certificate Total		42

Action-7
May 17, 2023

**APPROVAL OF PARAMEDIC CERTIFICATE OF COMPLETION
[22-23-137]**

Prepared by

Chris Arbuckle, Program Chair—Emergency Medical Services (EMS)
Jordan Bermingham, Dean—Emergency Services and Diesel Technology
Marshall Roache, Executive Dean—Career and Technical Education
David Hallett, Interim Vice President—Academic and Student Affairs

There is a critical shortage of paramedics in the state of Oregon, and nationally as well. In discussion with industry partners it is imperative for the college to assist the community in shoring up the gap in emergency services personnel. The new paramedic certificate is a part of the solution.

There are no changes requested concerning the paramedic Associate of Applied Science (AAS) degree. The new certificate offering is an additional pathway for students who already have an associate's degree. An AAS degree is required by the Oregon Health Authority for state licensure. The paramedic certificate is already approved by the Higher Education Coordinating Commission (HECC) and streamlines the pathway towards licensure and, ultimately, entry into the field of emergency services.

The new certificate offers multiple pathways for students to attain certifications and/or licensure needed for career goals. For example, a student who graduates from the fire suppression program could enroll into the paramedic certificate program. Currently, the only Chemeketa option would be the paramedic AAS which would require an additional 20 credits of prerequisites. Not only is this a financial burden for students, but also delays entry into the industry. A significant percentage of Chemeketa Fire Suppression students forgo entry into the Chemeketa Paramedic AAS program due to the aforementioned reasons. These students are opting for private technical schools such as the National Curriculum and Training Institute (NCTI) because it accelerates the pathway to professional employment.

The new certificate is approved by both the EMS Advisory Committee and the Chemeketa Curriculum Committee.

It is recommended that the College Board of Education approve the Paramedic Certificate of Completion, to begin fall 2023.

Action-7
May 17, 2023

PARAMEDIC CERTIFICATE OF COMPLETION

Course No.	Course Title	Credit Hours
	Term 1 - Summer	
EMT 200	Prehospital Anatomy and Physiology	4
HM 120	Medical Terminology	3
WR 121	Academic Composition	4
MTH 070 or higher	Elementary Algebra	4
PSY 101 or higher	Psychology of Human Relations	4
	Term Total	19
	Term 2	
FRP 256	Emergency Services Rescue Practices	4
ES 172	Introduction to Emergency Services	4
EMT 296	Paramedic, part 1	14
	Term Total	22
	Term 3	
EMT 176	Emergency Response Patient Transportation	2
EMT 177	Emergency Response Communication and Documentation	2
EMT 297	Paramedic, part 2	14
	Term Total	18
	Term	
ES 115	Crisis Intervention	3
EMT 298	Paramedic, part 3	4
EMT 280H	Cooperative Work Experience - Paramedic	8
	Term Total	15
	Certificate Total	74

VISION • MISSION • VALUES

VISION *(Our shared future)*

Chemeketa will be a gathering place for lifelong learning.

MISSION *(Why we exist)*

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

VALUES *(How we work together)*

ADAPTABILITY

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

BELONGING

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

COMMUNITY

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

OPPORTUNITY

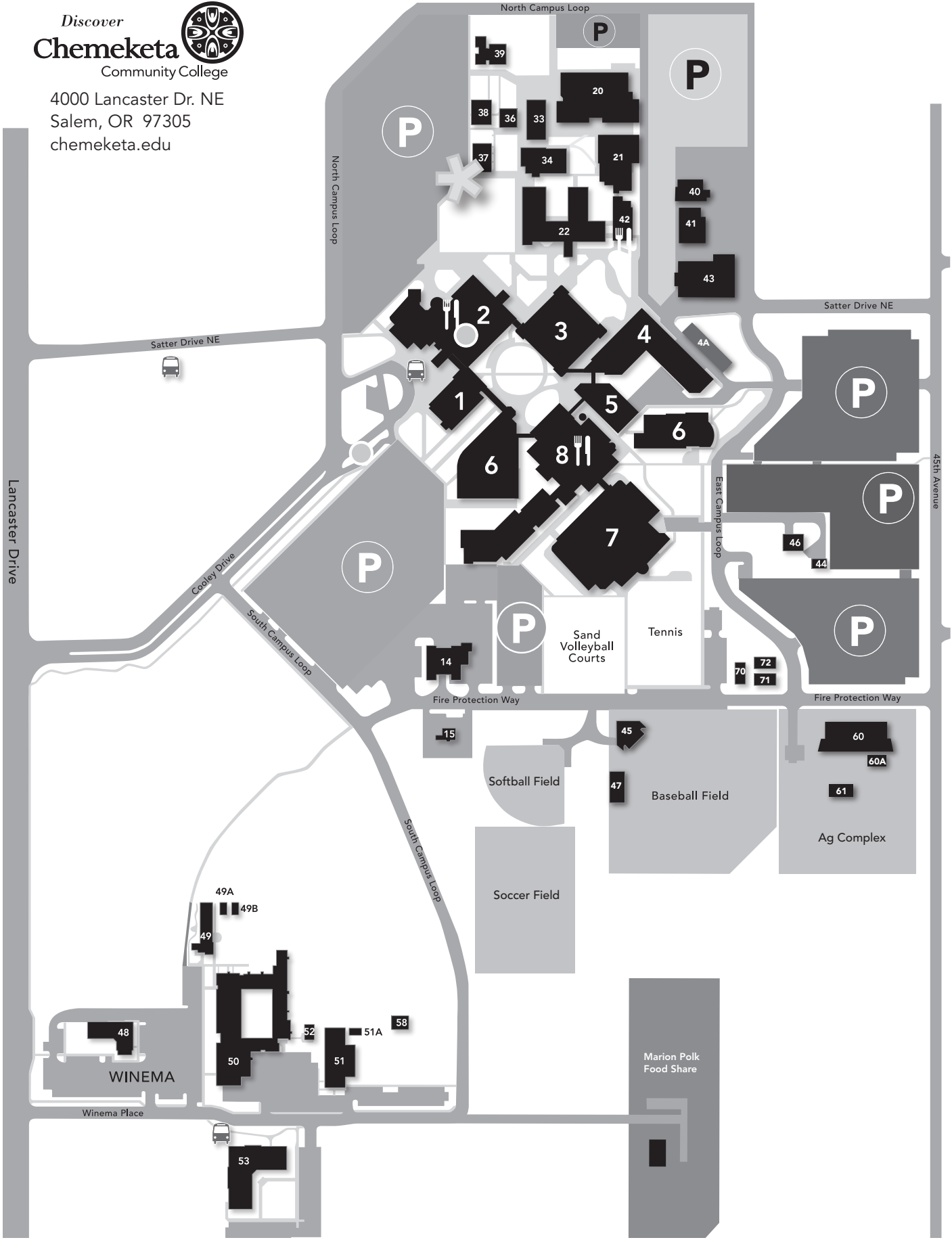
We affirm the potential of each person to grow and learn, and are committed to providing equitable access to education and opportunity.

QUALITY

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



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



Building directory on reverse side

Appendix-2
May 17, 2023

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

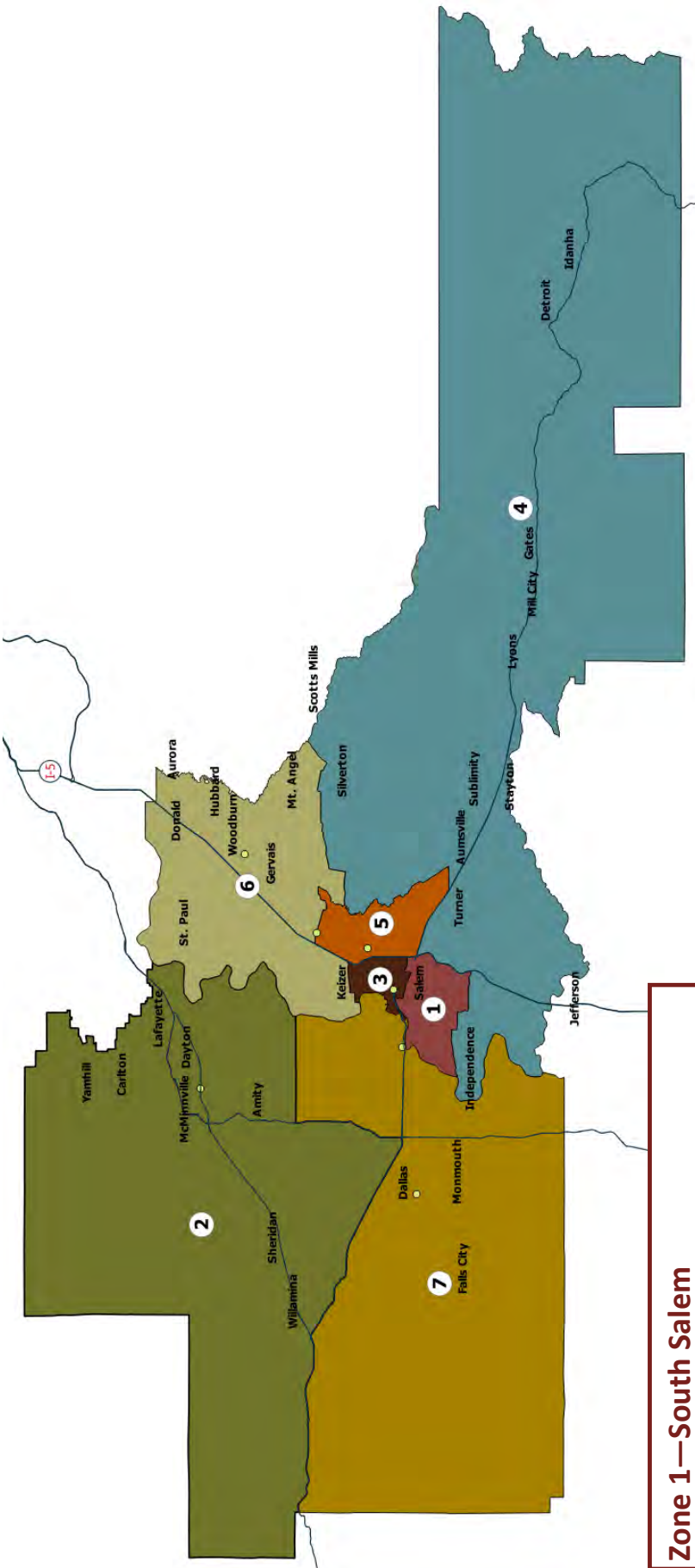
SINGLE OCCUPANCY

- 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 Maps and Descriptions



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

- Board Members
- ZONE 1 Ed Dodson**
 - ZONE 2 Ron Pittman, Chair 2022-2023**
 - ZONE 3 Neva Hutchinson, Vice Chair 2022-2023**
 - ZONE 4 Ken Hector**
 - ZONE 5 Jackie Franke**
 - ZONE 6 Diane Watson**
 - ZONE 7 Betsy Earls**

Handouts
May 17, 2023



Bachelor of Applied Science in Leadership and Management

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



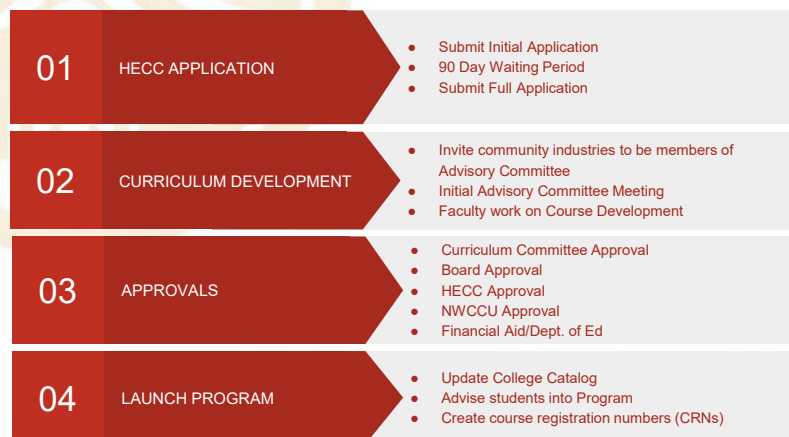
Bachelor of Applied Science Degrees

- 2019 Legislative Session
 - SB 3 created the authorization for community colleges to offer Bachelor of Applied Science degree (NOT included was the Bachelor of Science in Nursing)

Degree Choice & Program Design

- Based on CTE advisory committee feedback, we chose *Leadership & Management*
- Research on need, data to support, student growth
- Preparation for leadership and management roles in multiple sectors
- Designed for working students, cohort model
- Opportunities to earn credits that meet a variety of student needs across multiple sectors

Chemeketa Community College Applied Baccalaureate Degree



YEAR 1

Course No.	Course Title	Credit Hrs.
Term 1		
MLD301	Introduction to Leadership	6
MLD302	Personal Effectiveness in Leadership	6
	Term Total	12
Term 2		
ABF401	Writing and Research	6
MLD304	Diversity, Equity, and Inclusion	5
	Term Total	11
Term 3		
MG391	Data Analytics for Leaders	6
ABF402	Public and Private Sector Business Finance	5
	Term Total	11
Term 4		
MLD350	Innovation Development and Entrepreneurial Thinking	5
MLD387	Project Management	6
	Term Total	11

Core Leadership and Management Courses


General Education Courses

Flexible 15 Courses

YEAR 2

Course No.	Course Title	Credit Hrs.
Term 5		
ABF404	Communication for Leaders	5
MLD410	Sector Seminar 1	5
MLD481	Applied Leadership	5
	Term Total	15
Term 6		
ABF403	Psychology of Leadership	5
MLD420	Sector Seminar 2	5
MLD482	Applied Leadership	5
	Term Total	15
Term 7		
ABF405	Principles and Practices of Sustainability	5
MLD430	Sector Seminar 3	5
MLD483	Applied Leadership Capstone	5
	Term Total	15
	Degree Total	90


Core Management and Leadership Courses
General Education Courses
Flexible 15 Courses



Discover
Chemeketa
Community College

Implementation - FALL 23

- Tuesdays, 6-9 pm
- Combine use of face-to-face and online work
- Engaged, active learning
- Courses combine targeted leadership classes with general skills
- Portfolio project throughout program



Discover
Chemeketa
Community College

2nd year

- Move to Thursday
- 2nd year sector seminars
- 2nd year flexible 15
- Graduate spring 2025!
- 2nd cohort starts fall 2024

Admission Requirements

- AAS with 2.5 gpa or higher
 - Any area
 - Accepting non-Chemeketa Degrees
- 3 years of increasing responsibility at work
- Applications open until program fills or Sept. 1
 - 35 is maximum
 - Currently have 23 students accepted with an additional three applications pending degree completion

Keeping the Value High

- Effort to use no books or OERs to keep price low
- Will be some additional fees for consumables like Strengthsfinder codes

Getting Ready!

- Meeting with groups throughout Willamette Valley
 - Willamette Workforce Partnership, SEDCOR, WorkSource, McMinnville Economic Development Partnership, Dallas Rotary, NE Salem Rotary, Mid-Willamette Valley Council of Governments
- Answering questions about program AND
- Gathering information and volunteers to support program

Ways to Help

- Send people to website for information
- Encourage valued employees to apply
- Invite us to speak to your group
- Scholarships for BAS students
 - Working adults
- Let any employers you know about this amazing way to invest in employee retention and succession planning

I am so excited for such a thing! I was a student years ago and graduated with three associates. Pretty cool that Chemeketa will be the first CC in Oregon to offer a Bachelor's degree.

This is an incredible opportunity that would elevate my professional development, providing me with tools and understanding to grow my career with the State. The curriculum is incredibly well-rounded, touching on so many important facets such as DEI and project management.

I am familiar with the culture and the supportive learning environment that Chemeketa provides for its students so I am hopeful for the opportunity to continue my education there. Continuing my education and earning my bachelor's degree will allow me to explore greater opportunities and to reach my career aspirations of being in a leadership or management role.

New certificates related to Teacher Education



1

Education Support Professionals Certificate of Completion Purpose

This certificate meets the needs of area school districts by creating an open pathway for students to enter educational careers. The certificate is based on school district requests and meets Every Student Succeeds Act (ESSA) requirements for Title 1 education (ED) assistant positions.

Coursework: ED 101, Intro to ED Practicum or ED 240, Practicum and Seminar; WR 115 or higher; MTH 95 or higher or Instructional Strategies in Math; ED 216, and Foundations of ED. High school students can take many of these courses as dual credit, plus the certificate is open to all. Coursework is stackable with ED Major Transfer Map and AAOT.



2

Advisory Board Partners

1. Karen Pugsley - Woodburn School District (SD)
2. Jared Larson - McMinnville SD
3. Terra Hernandez - Willamette ESD
4. Fatima Chacon - Willamette ESD
5. Bill Masei - Dallas SD
6. Alan Kirby - North Santiam SD
7. Darlene Fritz - Salem/Keizer SD

Unanimous approval for the certificate.



3

Benefits to the College, Students, and the Community

1. The certificate builds on coursework already existing at the college, and will provide increased enrollment in both ED and AAOT coursework for these students.
2. Students who complete the certificate will receive guaranteed interviews at Salem-Keizer SD, will have an advantage at all districts, and they will not have to take the Work Keys test to qualify, if they hold the certificate. Credits also work for both ED Major Transfer Map and AAOT.
3. The Community will benefit by promoting more students into teaching careers, which is an area of great workforce need.



4

Workforce and Wage Information

1. There is tremendous workforce need in the education sector, particularly in the paraprofessional area.
<https://www.kgw.com/article/news/education/portland-public-schools-special-education-paraeducator-shortage/283-bd28d2d5-0a37-4a74-aa67-cd0dc6007e55>
 ii. <https://www.opb.org/article/2022/09/05/school-staff-shortages-open-positions-oregon-washington/>
 iii. <https://www.ace-ed.org/paraeducator-shortages-in-special-ed/>
 iv. <https://www.aft.org/news/support-staff-tackle-extreme-shortages-lack-respect/>
2. Based on the 2021 Oregon Wage Information for Mid-Valley (Linn, Marion, Polk, Yamhill Counties), the average wage for ED Assistants is \$34,117, with a range between \$28,446-\$43,071.

High School CTE Teacher Certificate of Completion Purpose

This certificate meets the needs of area school districts with high school teachers on restricted or temporary licenses an avenue to move into a preliminary teaching license through this certificate of completion. The certificate is based on school district requests and modeled after an existing program at Clackamas Community College.

Coursework: New Courses: Intro to CTE Teaching (ED 220) and Instructional Strategies in Math (EDXX). Existing Courses: Foundations of ED (ED 216), Classroom Management (ED 130, revised), Culturally Responsive Teaching (ED 258), Adolescent Development (ED 233), and Children's Literature and Literacy (ED 230)

Advisory Board Partners

1. Lynne Koenig - Woodburn SD
2. Jared Larson - McMinnville SD
3. Debbie Johnson - CTE Coordinator for Mid-Willamette Valley Consortium
4. Terra Hernandez and Fatima Chacon - Willamette ESD
5. Bill Masei - Dallas SD
6. Alan Kirby - North Santiam
7. Nichole Spearman - Salem/Keizer SD
8. Amanda Corey - Salem/Keizer SD

Unanimous approval for the certificate.



7

Benefits to the College, Students and the Community

1. The certificate will provide increased enrollment in ED coursework for these students, and most of the classes already exist.
2. Students who complete the certificate will receive a preliminary teaching license which will qualify them for higher salaries. Credits also work for both ED Major Transfer Map and AAOT.
3. The Community will benefit by promoting more CTE teachers in teaching careers, which is an area of great workforce need.



8

Workforce and Wage Information

1. There is tremendous workforce need for CTE Instructors. There has been a tremendous shortage in CTE instructors, and this certificate is in response to a request from the Mid-Willamette Education Consortium. <https://www.edweek.org/teaching-learning/will-there-really-be-a-mass-exodus-of-teachers/2022/02>, and [A Longitudinal Study of Alternatively Licensed Career and Technical Teachers \(2019\)](#).
2. The average wage for a high school CTE teacher in Oregon is \$45,062 per year.