

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

October 18, 2017

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

BOARD OF EDUCATION

Regular Meeting

October 18, 2017

CHEMEKETA COMMUNITY COLLEGE
4000 Lancaster Drive NE
Salem, Oregon

I. Workshop **4:30 pm** **Chemeketa Center for
Business and Industry (CCBI),
Rooms 102–103
626 High St NE, Salem, Oregon 97301**

A. Chemeketa Center for Business and Industry 2017 Report and Tour 1–2
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

II. A. Executive Session **5:30 pm** **Chemeketa Center for
Business and Industry (CCBI),
Room 101,
626 High St NE, Salem, Oregon 97301**

Executive Session is called in accordance with ORS 192.660(2) (d) negotiations and (e) real property.

B. Administration Updates

III. Regular Session **7 pm** **Chemeketa Center for
Business and Industry (CCBI),
Rooms 102–103
626 High St NE, Salem, Oregon 97301**

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Comments from the Audience

E. Approval of Minutes—Workshop and Regular Board Meeting 3–11
of September 20, 2017

F. Reports

1. Reports from the Associations

a. Isaac Acosta	Associated Students of Chemeketa (ASC)	12–13
b. Justus Ballard	Chemeketa Faculty Association	14
c. Terry Rohse	Chemeketa Classified Employees Association	15–16
d. Allison Stewart Hull	Chemeketa Exempt Employees Association	17

2. Reports from the College Board of Education
3. Reports from the Administration
 - a. Jim Eustrom

G. Information

1. 2017–2018 Planning, Budget, and Assessment Calendar 18–21
Julie Huckestein, President/Chief Executive Officer

H. Standard Reports

1. Personnel Report 22–23
Andrew Bone, Vice President—Governance and Administration
2. Budget Status Report 24–28
Julie Huckestein, President/Chief Executive Officer
3. Capital Projects Report 29
Julie Huckestein, President/Chief Executive Officer
4. College Advancement Report July 2017–September 2017 30
Andrew Bone, Vice President—Governance and Administration
5. Chemeketa Community College Foundation Quarterly Report 31–32
Andrew Bone, Vice President—Governance and Administration
6. Summer Term Enrollment Report 33–35
Andrew Bone, Vice President—Governance and Administration
7. Recognition Report 36–37
Julie Huckestein, President/Chief Executive Officer

I. Separate Action

1. Approval of Oregon Educators Benefit Board (OEBB) [17-18-110] 38
Health Insurance Transition Proposal
Andrew Bone, Vice President, Governance and Administration
2. Approval of Retirement Resolutions [17-18-111] 39–41
No. 17-18-09, David “Forrest” Peck and
No. 17-18-10, Andrew J. Bone
Julie Huckestein, President/Chief Executive Officer

J. Action

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

1. Approval of College Policies #6050—Chemeketa [17-18-112] 42–45
Community College Debt Policy; #6120—Payment
of Wages and #6130—Payment of Wages in Advance
Julie Huckestein, President/Chief Executive Officer

2. Approval of Diesel Technology Associate of Applied Science Degree Jim Eustrom, Vice President—Instruction and Student Services/ Campus President, Yamhill Valley	[17-18-113]	46–47
3. Approval of Grants Awarded July 2017–September 2017 Andrew Bone, Vice President—Governance and Administration	[17-18-114]	48
4. Acceptance of Program Donations July 1, 2017 through September 30, 2017 Andrew Bone, Vice President—Governance and Administration	[17-18-115]	49–50
K. Appendices		
1. Mission – Vision – Values – Core Themes		51
2. Campus Map		52–53
3. District Map		54
L. Future Agenda Items		
M. Board Operations		
N. Adjournment		

It is the policy of Chemeketa Community College and its board that there will be no discrimination or harassment on the basis of race, religion, color, sex, age, national origin, ethnic origin, sexual orientation, gender identity, marital status, citizenship status, pregnancy and related conditions, family relationship, veteran's status, disabilities, tobacco usage during work hours, whistle blowing, victim of domestic violence and genetic information in any educational programs, activities or employment. Persons having questions about equal opportunity/affirmative action should contact the Affirmative Action Officer at 4000 Lancaster Dr. NE, Salem, Oregon 97309-7070, or call 503.399.2537. To request this publication in an alternative format, please call 503.399.5192.

For special accommodations, contact Disability Services 503.399.5192 (voice/TDD).

Chemeketa Center for Business and Industry



**START Chemeketa Community College
4000 Lancaster Dr NE, Salem, OR**

**FINISH Chemeketa Center for Business and Industry (CCBI)
626 High St NE, Salem, OR, 97301**

Total Distance: 4.9 miles, Total Time: 22 mins (approx.)

1. Start at **4000 LANCASTER DR NE, SALEM**. Turn **L LEFT** on **LANCASTER DR NE**.
2. Turn **R RIGHT** on **SILVERTON RD NE**. Past the railroad tracks, **SILVERTON RD NE** turns slightly **L LEFT** & becomes **FAIRGROUNDS RD NE**.
3. Stay on **FAIRGROUNDS RD NE** and move to the **RIGHT** lane.
4. **FAIRGROUNDS RD NE** turns slightly **R RIGHT**. Follow this for approximately three blocks and then the road turns slightly **R RIGHT** and becomes **HOOD ST NE**.
5. Turn **L LEFT** onto **BROADWAY ST**.
6. Continue South on **BROADWAY ST**. **BROADWAY ST** becomes **HIGH ST NE**.
7. CCBI will be on the **LEFT** side of **HIGH ST**.

CHEMEKETA CENTER FOR BUSINESS AND INDUSTRY 2017 REPORT AND TOUR

Prepared by

Diane McLaran, Executive Director—Chemeketa Center for Business and Industry
Celia Nunez, Director—Small Business Development Center
Rebecca Bolante, Director—Threat Management Resources
Johnny Mack, Executive Dean—Career and Technical Education
Jim Eustrom, Vice President—Instruction and Student Services/
Campus President, Yamhill Valley

The Chemeketa Center for Business and Industry (CCBI) is a “one stop” place for business and industry that has been developed in response to a regional needs assessment. CCBI is complemented by the presence of and partnerships with Strategic Economic Development Corporation (SEDCOR) and Incite.

CHEMEKETA CENTER FOR BUSINESS AND INDUSTRY

- Provides education and training grounded in community and local business needs
- Responds to the need of employers for employee training in new and emerging industries
- Provides a location for economic and workforce development providers from across the region to participate in tackling the region’s workforce and economic development challenges

CHEMEKETA CENTER FOR BUSINESS AND INDUSTRY PROGRAMS

Small Business Development Center (SBDC)—dedicated to strong profitable businesses

- Annually provides free and confidential business advising to over 300 business owners
- In 2016 helped business owners create 161 jobs and retain 404 jobs
- Assists clients to attract millions of dollars in capital, and generate millions in new sales
- Annually delivers business classes and workshops attended by over 400 people
- Runs programs that help local businesses start up, grow, run, expand and thrive

Customized Training—provides training and resources that help create high-performing employees, managers and organizations

- Annually serves more than 100 businesses and government agencies and over 5,000 students
- Coordinates leadership trainings for eight state agencies, with over 1,000 state employees completing the programs since 2014

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Threat Management Resources (TMR)—provides training and consultation for the prevention of, reaction to, and recovery from targeted violence and disasters

- Provides training for business and educational institutions throughout Oregon and in numerous states
- Serves as a resource on disaster behavioral health concepts and principles for the health and recovery of individuals and communities affected by a disaster (Disaster Behavioral Health Center, DBHC)

Minutes
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APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meeting of September 20, 2017, are submitted for review by the board.

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

Minutes
October 18, 2017

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

September 20, 2017

I. WORKSHOP

Ken Hector, Chair, called the workshop to order at 4:32 pm. The workshop was held at Chemeketa Eola/Northwest Wine Studies Center, 215 Doaks Ferry Road, NW, in the Pinot Noir Room.

Members in Attendance: Ed Dodson; Jackie Franke (arrived at 4:50 pm); Ken Hector, Chair; Neva Hutchinson, Vice Chair; Ron Pittman; and Diane Watson. Absent: Betsy Earls.

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

A. Wine Studies Update

Holly Nelson, executive dean of Academic Progress and Regional Education Services, welcomed everyone and introduced Jessie Sandrock, director of Wine Studies and Agricultural Science. Jessie shared a brief update highlighting the degrees and certificates offered; introduced the Wine Studies team and their background; described the areas of the Wine Studies Center including the new tasting room window; the Wine Industry Advisory Committee; continuing education classes; expanding curriculum in partnership with the Hospitality Tourism Management and expanding the winemaking curriculum to include cool climate varieties, sparkling wine production, fortified wines, port wines, and additional red varieties; the new Chemeketa Cellars label; the Wine Club launch in the fall; and hosting the 2018 Sparkling Wine Symposium in May.

The group was given a tour of the winery to taste some Chardonnay, Pinot Gris, Gamay, and Pinot Noir grapes and juices that were extracted today, and a visit to the Erath Family classroom to meet winemaking instructor Scott Dwyer and his class. The board thanked Jessie for her presentation and tour.

The workshop ended at 5:30 pm, and a recess was taken.

II. A. EXECUTIVE SESSION

Executive Session was called to order at 5:42 pm at Chemeketa Eola/Northwest Wine Studies Center, Room E-106. Executive Session was held in accordance with ORS 192.660(2)(d) negotiations and (e) real property.

Members in Attendance: Ed Dodson; Betsy Earls (arrived at 5:45 pm); Jackie Franke; Ken Hector, Chair; Neva Hutchinson, Vice-Chair; Ron Pittman; and Diane Watson.

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College Administrators in Attendance: Julie Huckestein, President/Chief Executive Officer; Andrew Bone, Vice President, Governance and Administration; Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus; and Greg Harris, Director, Marketing, Public Relations, and Student Recruitment.
Guest: Rebecca Hillyer.

Executive Session ended at 6:12 pm.

II. B. ADMINISTRATION UPDATES

Updates were shared or discussed with the board on the September 6 board work session; the revised board committee assignments; draft of the 2017–2018 board goals; the upcoming Association of Community College Trustees (ACCT) Conference; proposals submitted and attendance at the Oregon Community College Association (OCCA) Fall Conference; board calendar preview; DACA update; fall kickoff debrief; staffing; enrollment; Oregon Promise and Chemeketa Scholars; marketing outdoor campaign; and agenda preview.

A recess was taken at 6:55 pm.

III. REGULAR SESSION

A. CALL TO ORDER

Ken Hector, Chair, reconvened the board meeting at 7:05 pm. The meeting was held at Chemeketa Eola/Northwest Wine Studies Center, 215 Doaks Ferry Road, NW, in the Pinot Noir Room.

B. PLEDGE OF ALLEGIANCE

Ken Hector led the group in the Pledge of Allegiance.

C. ROLL CALL

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

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

Board Representatives in Attendance: Isaac Acosta, Associated Students of Chemeketa (ASC); Justus Ballard, Chemeketa Faculty Association; Terry Rohse, Chemeketa Classified Association; and Allison Stewart Hull, Chemeketa Exempt Association.

D. ADMINISTRATION OF OATH OF OFFICE

Andrew Bone administered the Oath of Office to Jackie Franke.

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E. COMMENTS FROM THE AUDIENCE

Pamela Hough, vice-president of Phi Theta Kappa (PTK), reported the college project this year is to hold a College Bowl on November 16–17. Pamela asked board members and staff to be participants as moderators, time or score keepers, or to come out to support the event.

Preliminary rounds would take place in the Student Center and finals would be held in the Building 6 Auditorium. Deans will be asked to help with questions and to be team coaches. Also, donations or sponsorships are needed in the form of participant t-shirts, ribbons, trophy, and gift cards.

Amy Early, department specialist, and Marshall Roache, dean of Emergency Services, shared a quilt made by Scott Bogart, an EMS graduate, who is now working part-time at Brooks. Each graduating class gives a gift to the department and this was from the class that graduated in July. The patches are from the different agencies where students had worked.

F. APPROVAL OF MINUTES

Betsy Earls moved and Diane Watson seconded a motion to approve the minutes of July 26, 2017, and the board work session of September 6, 2017.

The motion CARRIED.

G. REPORTS

Reports from the Associations

Isaac Acosta, ASC executive coordinator, was welcomed. Isaac said this is his first year, and he is in the Education program. He said the report stands as written, but noted the Student Leadership Conference was a huge success. The keynote speaker was Larry Roper, and he was very inspirational. Board members asked what Night Strike was. Adam Holden, civic engagement coordinator, said that Night Strike is a monthly student event where students travel to the Burnside Bridge in Portland to distribute food, clothing, and toiletries, have conversations, and to share the experiences and needs of the homeless.

Justus Ballard, Chemeketa Faculty Association; Terry Rohse, Chemeketa Classified Association; and Allison Stewart Hull, Chemeketa Exempt Association stated their reports stand as written. Terry added a classified staff retreat was held on kickoff day and many positive comments were heard about the keynote speaker and the ways to access the many professional development opportunities for classified staff. Terry acknowledged the retreat planning committee of Sheila Brown, Mary Cooper, Sam Kirby, Yesica Navarro, Terry Rohse, and Mary Schroeder.

Reports from the College Board of Education

Betsy Earls attended two West Salem Rotary meetings and met with Representative Jody Hack about Chemeketa and the Higher Education Coordinating Commission (HECC).

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Neva Hutchinson attended the Fire Science, Emergency Medical Services (EMS), and the Santiam Correctional Institute (SCI) graduations; a Northwest Innovations board meeting; the summer staff BBQ; fall kickoff; third-year faculty celebration; High Voltage Art Collaborative (HVAC) art show; and gave a welcome at the Mexican Fiesta in Woodburn and presented scholarships to the queen and princess.

Diane Watson attended Senator Ron Wyden's town hall in Silverton, the third-year faculty celebration, and fall kickoff.

Jackie Franke attended the SEDCOR annual awards luncheon; fall kickoff; third-year faculty celebration; the SCI graduation, and had meetings with Salem Mayor Chuck Bennett; Jim Seymour, Catholic Community Services executive director; Shaney Starr, CASA executive director; and Dick Withnell.

Ron Pittman attended fall kickoff and met with Paul Davis and Danielle Hoffman to hear updates at the Yamhill Valley Campus (YVC).

Ed Dodson attended the graduations at OSP and SCI; and the SEDCOR Awards luncheon; participated in meetings with the Mid-Willamette Education Consortium (MWEC) Executive Council, Oregon Community College Association (OCCA) Executive Committee meetings, and a Joint OCCA Executive Committees meeting. College events included the summer staff BBQ; fall kickoff, and the HVAC art reception.

Ken Hector attended the OSP, SCI and EMS graduations, and the annual SEDCOR Honors luncheon. Ken volunteered at the Adelman Golf tournament, the Silverton Area Community Aid fundraiser, the Roth Golf fundraiser, the Silverton Homer Davenport Days Community Festival, and the Silverton After-School Activities Program fundraiser.

Reports from the Administration

Jim Eustrom reported on a partnership with MWEC, Chemeketa's Apprenticeship program, and North Marion High School. The Oregon State Apprenticeship and Training Council approved a pre-apprenticeship program that will be piloted at North Marion High School this year and expanded out to more high schools next year. Students in the program will learn about a variety of apprenticeship opportunities, tour and participate in trades- and career-related facilities, fairs and educational institutions and will accrue college credits in trade skills fundamentals, safety certifications, and hands-on coursework in high school to build trade-related skills. This activity relates to the college's core theme of Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.

H. INFORMATION

Risk Management/Insurance Report

Allen Bunch introduced Mark McPike, risk management advisor with Wells Fargo, who used

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a PowerPoint presentation to review the 2017 renewal highlights, the current insurance program, workers' compensation overview (with SAIF); PACE Premium history totals over the last five years; premium history comparison in property, general liability and auto, excess liability, boiler and machinery, international package, and crime over the last four years. Mark reviewed the bar graphs for property and casualty claims review total incurred; property and casualty claims review total count spanning the last five years; and the Workers' Compensation claims overview. Mark and Allen fielded questions from board members throughout their presentation, and were thanked for the detailed information.

College Policies #6060, Chemeketa Community College Debt Policy; #6120, Payment of Wages; and #6130, Payment of Wages in Advance

Rebecca Hillyer reviewed the minor changes in the three policies, which were reviewed by the President's Advisory Council; all three policies will be brought back in October for board action.

Diesel Technology Associate of Applied Science Degree

Paul Davis, director of Career and Technical Education at YVC, reported a new Diesel Technology Associate of Applied Science degree is proposed based on community and employer needs. Extensive research has been done in the past year to determine the feasibility of this new program. Using a PowerPoint presentation, Paul shared the role of the diesel technician, feedback from an employer forum, employer needs and partners, advisory members, occupation profile information, wage range, current programs, budget status/program development, and the proposed Diesel Technology curriculum. Paul fielded questions throughout the presentation. Board approval will be requested in October.

I. STANDARD REPORTS

Personnel Report

Andrew Bone said the report stands as written.

Budget Status Report

Miriam Scharer referred to the Statement of Resources and Expenditures and noted tuition and fees are about identical to last year due to the increase in tuition and universal fee even though enrollment is down about five percent. The State Appropriations line item reflects two of the five state payments that have been received. The Budget Status Report reflects two months into the fiscal year and the college has expended 11 percent, which includes most of summer term instructional costs. The Status of Investments reflects a slight increase in the interest rate of 1.45 from 1.3 percent last month. The final report is the Preliminary Progress Report for last fiscal year 2016–2017. A number of adjustments still need to be posted; the final comprehensive audit report will be presented in December.

Capital Projects Report

Tim Rogers introduced Rory Alvarez, interim director of Facilities and Operations. Rory said the report stands as written with some additional comments about the athletic field.

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This project has gone out to bid three times with no responses to the first two bids. There were two bids received on the most recent bid process; however, both bids were out of scope and significantly out of budget. Tim Rogers noted timing was an issue so the college plans to get bids out early in the construction year when vendors are more actively looking for work. Ken Hector asked if the project was an all-inclusive scope or broken down into phases. Tim said the project was broken into phases to align with the budget. It was just for the playable athletic field, which included grading, drainage, irrigation, backstop, fencing, and dugouts. However, plans are to extend the practice facilities on the Salem campus by creating scaled practice areas and renovating the team room to give the women's softball team some place to practice. Home games would continue to be played at Wallace Marine Park in west Salem for next year.

Chemeketa Cooperative Regional Library Service (CCRLS) Report

John Goodyear, executive director of CCRLS, reported the Radio Frequency Identification (RFID) project is not quite completed. After the tagging of all events was finished, inventory reports were produced where libraries can locate discrepancies and account for missing books. This is a huge task that was not being done so CCRLS rehired part-time staff back to complete this work.

John shared an update on the Falls City Library. Originally, the plan was to have a five-year operating levy for the library on the November ballot. However, the mayor wanted to do a firehouse so this would push the library levy to May, so they were going to start the closure process in the spring if the levy was not approved and would be ready to close the library at the end of June. Today John heard that the Falls City Council decided to close the Fall City Library and plan to begin the closure process; however, they are keeping the ballot option to put before the voters open.

Recognition Report

Julie Huckestein acknowledged all the employees in the written report.

J. SEPARATE ACTION

Approval of Appointment of Budget Committee Members for Zone 2, Resolution No. 17-18-05; Zone 3, Resolution No. 17-18-06; and Zone 7, Resolution No. 17-18-07

Andrew Bone reported the three incumbents for Zone 2, Barbara Nelson; Zone 3, Joe Van Meter; and Zone 7, Don Patten have agreed to serve another three-year term.

Ron Pittman moved and Jackie Franke seconded a motion to reappoint Barbara Nelson, Joe Van Meter, and Don Patten to another three-year term, effective now through June 30, 2020.

The motion CARRIED.

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Approval of Resolution No. 17-18-08, Authorizing Forgiving Leverage Loan for New Market Tax Credit Program

As explained in the written report, Julie Huckestein noted this is the end of the seven-year period of the New Market Tax Credit Program that helped to finance the Chemeketa Center for Business & Industry. Board approval is required for Resolution No. 17-18-08 to unwind the structure between the college and the Chemeketa Foundation.

Betsy Earls moved and Ed Dodson seconded a motion to approve Resolution No. 17-18-08, Authorizing Forgiving Leverage Loan for New Market Tax Credit Program.

The motion CARRIED.

Approval of Retirement Resolutions No. 17-18-03, Thomas C. “Tom” Rodgers and No. 17-18-04, Deborah M. Sipe

Betsy Earls read the retirement resolution for Thomas C. “Tom” Rodgers.

Ed Dodson moved and Diane Watson seconded a motion to approve Retirement Resolution No. 17-18-03 for Thomas C. “Tom” Rodgers.

The motion CARRIED.

Ed Dodson read the retirement resolution for Deborah M. Sipe.

Ron moved and Neva Hutchinson seconded a motion to approve Retirement Resolution No. 17-18-04.

The motion CARRIED.

K. ACTION

Ed Dodson moved and Ron Pittman seconded a motion to approve action items 1–2:

1. Approval of College Policies #2250, Alcohol, Marijuana, and Other Drugs on College Property; #5150, Delinquent Debts and #6030, Transfer of Budget Appropriations.
2. Approval of Amended Adult High School Diploma Plan Update for Year 2017–2018.

The motion CARRIED.

L. APPENDICES

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

M. FUTURE AGENDA ITEMS

None were heard.

N. BOARD OPERATIONS

None were heard.

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O. ADJOURNMENT

The meeting adjourned at 8:30 pm.

Respectfully submitted,



Board Secretary



Board Chair



President/Chief Executive Officer

10/18/17

Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Isaac Acosta, ASC Executive Coordinator

ASC PAST EVENTS

ASC Training

- The 2017–2018 training for ASC members was conducted on September 20, by the instruction of Civic Engagement Coordinator Adam Holden in Building 2, Room 176. ASC student leaders were taught how to operate as a student leader while abiding to precedented ASC etiquette.

Preview Day

- Preview Day for incoming Chemeketa students took place September 22. On this day new students had the opportunity to hear from multiple programs, clubs, and organizations offered at Chemeketa. ASC members Fabian Curiel, Christina Flinn, and Tony Acosta spoke on the student success panel, and Legislative Coordinator Anthony Rosario organized and co-presented a workshop on staying safe on campus.

Make a Difference Day of Service

- This day of service is a part of the Community Service Leadership class taught by Civic Engagement Coordinator Adam Holden that took place October 6. Students visited the Marion–Polk Food Share Farm and participated in workshops on composting, and fall planting and harvesting, as well as getting hands on experience composting, planting, and harvesting.

Night Strike

- Night Strike is a community gathering under the Burnside Bridge in Portland that mobilizes volunteers and services to provide a chance for the homeless community to come together and hangout while enjoying the services provided. Volunteers met on October 12, traveled to Portland, and participated in the event.

Cru Club Whitewater Rafting

- The Cru Club and other interested Chemeketa students ventured into rushing waters on Saturday, October 12, from 7:30 am–5:30 pm. Students were invited to join the Cru Club on a whitewater rafting trip for a small fee where they gained experience as an adventurer and grew as individuals, while having a good time on the water.

ASC CURRENT EVENTS

Council of Clubs

- The Council of Clubs meets once a term and will be meeting for the first time this year on October 27. Fabian Curiel (Clubs Coordinator) and representatives from the various clubs meet to vote on allocating money to clubs who have made budget proposals ahead of time.

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October 18, 2017

Phi Theta Kappa Regional Conference

- This year the Phi Theta Kappa Regional Conference will be held at Umpqua Community College in Roseburg, Oregon from October 20–22.

Green Transit Fair

- On Wednesday, October 25, from 11 am–2 pm, multiple organizations will be tabling in the Student Center in Building 2 on Salem campus to educate students on the effects of transportation on the environment as well as teaching students about alternative commuting and transportation options.

ASC FUTURE EVENTS

Halloween Club Fair

- Fabian Curiel (Clubs Coordinator) has been working on putting together the fall 2017 Halloween themed Club Fair. The fair will take place on October 31, from 11am–2 pm in the Student Center in Building 2.

Trick or Treat for Hunger

- The Trick or Treat for Hunger Food Drive will occur on October 31, in Building 2, Student Center, from 5 pm–8 pm. Teams of students will venture to local neighborhoods asking for donations to the Chemeketa Food Pantry.

Halloween Dance

- The Triangle Club and Video Game club will be hosting Chemeketa's first Halloween Dance on October 31. Games, contests, food, drink, and good music will all be provided in Building 2 in the Student Center.

MULTICULTURAL STUDENT SERVICES (MSS)

Study Nights

- MSS provides study nights every Monday, Tuesday, and Wednesday from 5–8 pm in Building 2, Multicultural Center. Here students can seek help in writing and math, while enjoying refreshments.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Justus Ballard, President—Chemeketa Faculty Association

SEARCH ADVOCATE TRAINING

The CFA would like to thank Linda Herrera for working to schedule Search Advocate Trainings on the Salem campus this coming winter term.

Several years ago, Human Resources introduced new guidelines regarding the composition of search committees. Those new guidelines attempted to ensure that each search committee would include a diversity of perspectives. When hiring for a faculty position, the search committee must include members of the department doing the hiring, and those members must be balanced by an equal number of members from outside the department, including one member who fills the role of search advocate. These search advocates are employees of the college that have received training that allows them to provide guidance regarding equitable hiring practices.

When this change was first implemented, there was only a handful of faculty who were qualified to serve as search advocates. This caused some mild consternation. Faculty tend to prefer having as much faculty representation as possible on search committees charged with hiring instructors, but options for doing so were limited due to the scarcity of faculty search advocates.

The easiest way to solve this (admittedly minor) problem was to encourage more faculty to attend and complete the Search Advocate Trainings. It took some work on Linda's part to find days and times that worked for as many faculty as possible, and that work is appreciated.

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

Prepared by

Terry Rohse, President—Chemeketa Community College Classified Employees Association
Mary Schroeder, External Vice-President—Chemeketa Community College Classified
Employees Association
Gail Williams Pickett, Director of Public Relations—Chemeketa Community College
Classified Employees Association

NEW NEW NEW (MEMBERS)!

Facilities Services

- John Thomas, who is the new maintenance/trades tech II in Facilities & Operations as of October 9, 2017.
- Joe Baley, who joined Facilities & Operations on October 2, 2017, as custodian I.

Instructional Services

Aimee Anderson, who joined Early Childhood Education on September 18, 2017, as a 10-month instructional specialist

PROMOTIONS, JOB CHANGES AND TEMPORARY ASSIGNMENTS

Congratulations to Heather Hannan, who is changing positions but not departments. Heather is trying on for size, a limited duration 10-month instructional coordinator/analyst 1 position for the early childhood education program.

RETIREMENTS

We bid farewell to two September 30 retirees:

- “Techno-whiz” Thomas “Tom” Rodgers long-time instructional specialist for Applied Technologies.
- David “Forrest” Peck, student services coordinator/analyst 1 for the Chemeketa Center for Business and Industry. Forrest directed the Microenterprise Resources, Initiatives and Training program which, according to its website, serves “residents of Marion, Polk, Yamhill and surrounding counties; many of whom are unemployed, underemployed, hobbyists who want to earn supplemental income, individuals testing the feasibility of a business idea, or individuals already in the start-up phase of their business. We serve both English and Spanish speakers.”

WELCOME NEW MEMBERS LUNCHEON

About 60 new and not so new members met for a fantastic baked potato buffet on October 5, to welcome classified employees who have joined the college since mid-May.

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Lynn Irvin, Secretary—Chemeketa Community College Exempt Association
Allison Stewart Hull, President—Chemeketa Community College Exempt Association

Exempt employees Allen Bunch, Dee Dixon, Jim Eustrom, Greg Harris, Linda Herrera, Lynn Irvin, Bill Kohlmeyer, Jeannie Odle, Cindy Scott, Deborah Sipe and Alice Sprague all helped with kickoff and this year's inservice activities.

Shannon Eagles, David Hallett, Greg Harris, Rebecca Hillyer, Lynn Irvin and Allison Stewart Hull participated in this year's employee art show by submitting welded iron work, paintings, photography, glass, needlework and poetry.

Exempt association members Brad Tedrow, Elias Villegas and Matt Blankenship partnered with other Chemeketa employees to participate in this year's Hood-to-Coast Relay. The Chemeketa Storm finished in 31:28:08 placing 70th in their category and 661st overall. A picture of the entire team is below.



2017 Chemeketa Storm Hood-to-Coast team

Top from L to R: Volunteers: Cleo Alvarez, Irma Guzman; Runners: Julie Schonbachler, Rachel Schonbachler, Ann Marie Swearingin, Monica Valdivia, Becky Beggs, Mary Hughes, Jessica Wright

Bottom from L to R: Volunteer: Cy Hill; Runners: Bryan Rollins, Matt Blankenship, Elias Villegas, Lee Johnson, Brad Tedrow,

The association welcomes Paula Hendrix, Jon Mathis and Adam Mennig as new exempt members.

Information-1
October 18, 2017

2017–2018 PLANNING, BUDGET, AND ASSESSMENT CALENDAR

Prepared by

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

The annual Planning, Budget, and Assessment Calendar is provided to the members of the College Board of Education for review.

2017–2018 Planning, Budget, and Assessment Calendar

Date	Activity
Summer–October 2017	Academic programs review outcomes and program learning assessment results completed in 2016–2017 and conduct analyses for continuous improvement planning
Fall Term 2017	
September 2017	Draft strategic initiatives are presented to the Board of Education for feedback and affirmation of initiatives
September–October 2017	Academic and Service areas use core themes and strategic initiatives to prepare budget requests for 2018–2019 year. Based on program and assessment data and departmental needs analysis, academic programs and service areas identify annual goals and plan work in 2017–2018 planning document
October 2017	Executive Team sets targets for institutional measures, finalizes Strategic Plan, and posts to Dashboard
October 18, 2017	College Board of Education reviews 2017–2018 Planning, Budget and Assessment Calendar as information item
October 31, 2017	Budget Requests and Academic Program Plans due electronically to deans/directors for review. Discussion with departments to review budget requests occurs prior to submission to Executive Deans (shared documents on Google drive)
November 2017	President’s Advisory Council reviews budget principles
November–December 2017	Preliminary budget forecasting discussions begin
November 21, 2017	Academic and Service Area Annual Plans and Budget Requests due electronically to Executive Deans and Associate Vice Presidents (shared documents on Google drive).
November 2017	Executive Team reviews progress towards strategic and operational initiatives
December 9, 2017	Fall Academic program learning outcome assessment results due from instructors to subject area Deans (shared documents on Google drive)
December 20, 2017	College Board of Education reviews Budget Principles as Information Item
December 15, 2017	Division Budget Requests due electronically to Vice Presidents (shared documents on Google drive)
Winter Term 2018	
January (early) 2018	Vice Presidents and Associate Vice Presidents review and prioritize division budget requests
January (mid) 2018	Executive Team reviews draft of 2018–2019 compiled budget requests and begins discussion
January 17, 2018	College Board of Education reviews 2018–2019 tuition recommendation, budget calendar, and Budget Committee meeting dates
January 2018	2016–2017 Institutional Strategic Plan is archived
February 21, 2018	College Board of Education adopts resolution setting Budget Committee meeting dates and the tuition rate for 2018–2019 and also approves the 2018–2019 budget calendar

Information-1
October 18, 2017

Date	Activity
February 27, 2018	Executive Team budget discussions finalized
March 2018	President's budget message crafted
March 2018	Publish legal notices of Budget Committee meeting
March 2018	Creation of budget document
March 2018	Executive Team reviews progress towards strategic and operational initiatives
March 7, 2018	Budget Narratives including the approved budget requests due to Executive Deans and Vice Presidents (shared documents on Google drive)
March 14, 2018	Budget Narratives including approved budget requests due to Budget and Finance Office from Executive Deans and Vice Presidents (shared documents on Google drive)
March 2018	President's all-staff budget update
March 2018	Publish notice of Budget Committee meetings
March 24, 2018	Academic program learning outcome assessment results due from instructors to subject area Deans (shared documents on Google drive)
March 30, 2018	Budget document to printer
Spring Term 2018	
April 11, 2018	First Budget Committee meeting: Budget Committee charge, election of officers, and President's budget message, presentation of budget: general fund
April 18, 2018	Second Budget Committee meeting: Presentation of budget: other funds, discussion, and potential approval of budget
April 25, 2018	Third (optional) Budget Committee meeting
April 2018	Publish Budget Summary and Notice of Public Hearing (following approval)
May 16, 2018	College Board of Education holds Public Hearing—2018–2019 Proposed Budget
June 2018	Executive Team reviews progress towards strategic and operational initiatives
June 16, 2018	Academic program learning outcome assessment results due from instructors to subject area Deans. (shared documents on Google drive)
June 20, 2018	College Board of Education adopts 2018–2019 Budget Board declares Budget Committee vacancies
June 30, 2018	2017–2018 fiscal year ends
Summer Term 2018	
Summer–October 2018	Academic programs and service areas review outcomes assessment and conduct analyses for plans (Data points available for previous academic year) (shared documents on Google drive)
July 1, 2018	2018–2019 fiscal year begins
July 2018	Adopted budget posted to public Website and the Employee Dashboard

Information-1
October 18, 2017

Date	Activity
July 2018	Executive Team reviews strategic planning priorities of 7-year planning cycle and identifies annual plan of work. Strategic initiatives are developed to prioritize college efforts and resources
August 2018	Divisions develop high level planned activities to engage with strategic initiatives

PERSONNEL REPORT

Prepared by

Alice Sprague, Director—Human Resources
Andrew Bone, Vice President—Governance and Administration

NEW HIRES AND NEW POSITIONS

Aimee M. Anderson, Instructional Specialist-10 month—Business, Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division, replacement, 100 percent, 10-month assignment, Range B-3, Step 2.

Joe L. Baley, Custodian I—Capital Projects and Facilities, College Support Services Division, replacement, 100 percent, 12-month assignment, Range A-2, Step 3.

Angelika M. Buchanan, Instructor-Business Management Program— Business, Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division, temporary replacement, 100 percent, 180 duty-day annualized assignment, Range F-9, Step 3.

Corey R. Clark, Instructor-Pharmacy Technician—Health Sciences, Career and Technical Education Division, two year trial status position, 100 percent, 180 duty-day annualized assignment, Range F-9, Step 3.

William W. “Bill” Kohlmeyer, Director-Public Safety, College Support Services Division, 100 percent, 12-month assignment, Range D-1, Step 8.

John A. Thomas, Maintenance /Trades Technician II—Capital Projects and Facilities, College Support Services Division, replacement, 100 percent, 12-month assignment, Range B-2, Step 4.

Sara J. Waters-Viscuso, Financial Services Technician I—Library and Learning Resources, Student Development and Learning Resources Division, replacement, 100 percent, 12-month assignment, Range B-1, Step 3.

POSITION CHANGES

Alejandra G. Gallegos Verdin, Student Services Specialist-11 month—High School Partnerships, Academic Progress and Regional Education Services Division, replacement, 100 percent, Range B-3, Step 1, from Department Assistant-11 month— High School Partnerships, Academic Progress and Regional Education Services Division.

Standard Report-1
October 18, 2017

Heather A. Hannan, Instructional Coordinator/Analyst I-10 month— Business, Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division, temporary assignment, 100 percent, Range C-1, Step 1, from Instructional Specialist-10 month— Business, Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division.

Susan L. McCaffrey, Coordinator-Emergency Services—Emergency Services, Career and Technical Education Division, new position, 100 percent, Range C-3, Step 11, from Coordinator/Site Developer-OST—Applied Technologies, Career and Technical Education Division.

Adam J. Mennig, Coordinator-Vocational ESL—Academic Development, Academic Progress and Regional Education Services Division, new position, 100 percent, Range C-3, Step 6, from Student Services Coordinator/Analyst I—Academic Development, Academic Progress and Regional Education Services Division.

RETIREMENTS

Andrew J. Bone, Vice President-Governance and Administration, President's Office Division, effective November 30, 2017.

David "Forrest" Peck, Student Services Coordinator/Analyst I—Chemeketa Center for Business and Industry, Career and Technical Education Division, effective September 30, 2017.

SEPARATIONS

Allen R. Bunch, Manager-Safety and Risk Management—Risk Management and Emergency Management, College Support Services Division, effective September 30, 2017.

Sergio Ferreira, Financial Services Technician I—Library and Learning Resources, Student Development and Learning Resources Division, effective September 18, 2017.

Jacob R. "Jake" Perry, Maintenance/Trades Technician II—Capital Projects and Facilities, College Support Services Division, effective September 15, 2017.

BUDGET STATUS REPORT

Prepared by

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

The financial reports of the general fund and investments for the period from July 1, 2017, through September 30, 2017, are attached.

The following items are included in the report:

- General Fund Revenue and Expense Statement
- General Fund Budget Status Report
- Status of Investments as of September 30, 2017
- Quarterly Update of Other Funds

Chemeketa Community College
Statement of Resources and Expenditures
As of September 30, 2017

Standard Report-2
October 18, 2017

Fund 100000 - General Fund Unrestricted

	<u>ADJUSTED BUDGET</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>% OF BUDGET</u>	<u>VARIANCE TO BUDGET</u>
Resources:				
Property Taxes	20,690,000	179,388	0.87%	(20,510,612)
Tuition and Fees	20,950,000	8,798,013	42.00%	(12,151,987)
State Appropriations - Current	31,080,000	16,483,000	53.03%	(14,597,000)
Indirect Recovery	1,910,000	330,556	17.31%	(1,579,444)
Interest	230,000	36,719	15.96%	(193,281)
Miscellaneous Revenue	180,000	146,686	81.49%	(33,314)
Transfers In	500,000	-	0.00%	(500,000)
Fund Balance	8,800,000	-	0.00%	(8,800,000)
Total Resources	84,340,000	25,974,362	30.80%	(58,365,638)
Expenditures:				
Instruction	32,733,927	4,862,857	14.86%	27,871,070
Instructional Support	11,609,740	2,550,141	21.97%	9,059,599
Student Services	7,541,624	1,660,619	22.02%	5,881,005
College Support Services	15,694,770	4,049,750	25.80%	11,645,020
Plant Operation and Maintenance	6,609,939	1,286,199	19.46%	5,323,740
Transfers and Contingency	8,650,000	928,082	10.73%	7,721,918
Total Expenditures	82,840,000	15,337,648	18.51%	67,502,352
Unappropriated Ending Fund Balance	1,500,000			

Chemeketa Community College
Budget Status Report
As of September 30, 2017

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	7,782,010.00	1,889,650.59	5,553,501.21	338,858.20
6120	Classified Salaries	11,411,830.00	2,670,312.23	8,136,544.75	604,973.02
6124	Part-Time Hourly & Student Wages	1,286,540.00	245,490.19	-	1,041,049.81
6130	Faculty Salaries	15,303,163.00	1,905,343.69	12,189,408.31	1,208,411.00
6132	Part-Time Faculty	6,424,481.00	1,176,758.55	-	5,247,722.45
6510	Fixed Fringe Benefits	9,264,553.00	2,087,924.99	-	7,176,628.01
6511	Variable Fringe Benefits	12,759,441.00	2,315,053.90	-	10,444,387.10
6512	Other Fringe Benefits	380,000.00	108,457.00	-	271,543.00
	Subtotal Personnel Services	64,612,018.00	12,398,991.14	25,879,454.27	26,333,572.59

19.19%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,863,489.00	150,210.25	-	1,713,278.75
720	Equipment \$500-\$4,999	264,725.00	16,811.96	-	247,913.04
7300	Legal Services	115,094.00	327.46	41,475.00	73,291.54
7310	Insurance	619,080.00	491,060.18	-	128,019.82
7320	Maintenance	536,145.00	113,944.20	33,674.59	388,526.21
7330	Communications	907,501.00	128,174.10	-	779,326.90
7340	Space Costs	1,850,252.00	239,771.81	2,265.00	1,608,215.19
7350	Staff Development	108,347.00	51,031.08	-	57,315.92
7360	Travel	348,457.00	55,809.81	-	292,647.19
7370	Other Services	2,803,490.00	759,235.58	267,442.88	1,776,811.54
7550	Capital Outlay	161,402.00	4,198.57	8,906.90	148,296.53
8150	Transfers Out	4,900,000.00	928,082.19	-	3,971,917.81
8500	Contingency	3,750,000.00	-	-	3,750,000.00
	Subtotal Non-Personnel Services	18,227,982.00	2,938,657.19	353,764.37	14,935,560.44
	Report Totals	82,840,000.00	15,337,648.33	26,233,218.64	41,269,133.03

18.51%

STATUS OF INVESTMENTS AS OF SEPTEMBER 30, 2017

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 9/30/2017</u>
Oregon Short-Term Fund - General	9/30/2017	On demand	\$27,180,512.92	1.45%
Oregon Short-Term Fund - Capital	8/31/2017	On demand	\$ 9,645,598.03	1.45%

13 week Treasuries 1.04% as of 9/29/2017

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

Standard Report-2

October 18, 2017

**Chemeketa Community College
Quarterly Update of Other Funds
July 1, 2017 - September 30, 2017**

	FUND #	RESOURCES	OBLIGATIONS	BALANCE
Auxiliary Services	680	\$ 5,811,077	\$ 1,270,807	\$ 4,540,270
Self-Supporting Services	2000	15,775,146	8,653,969	7,121,177
Intra-College Services	2800	11,038,336	3,171,097	7,867,239
Student Government, Clubs & Newspaper	7200	173,902	51,867	122,035
Athletics	7500	403,728	373,377	30,351
TOTAL		\$ 33,202,189	\$ 13,521,117	\$ 19,681,072

	FUND #	BUDGET	OBLIGATIONS	BALANCE
Reserve Funds	2650 & 670000	\$ 1,055,000	\$ -	\$ 1,055,000
Regional Library	2600	4,035,000	2,586,886	1,448,114
Capital Development	6000-6500	21,710,000	1,129,074	20,580,926
Student Financial Aid	4200	71,596,500	11,038,840	60,557,660
Special Projects	3000	17,700,000	1,948,921	15,751,079
Debt Service	590	40,885,000	-	40,885,000
TOTAL		\$ 156,981,500	\$ 16,703,721	\$ 140,277,779

CAPITAL PROJECTS REPORT

Prepared by

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

PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- Yamhill Valley Campus, Building 4, Oregon Kidney and Hypertension Clinic Expansion and Tenant Improvement
This project is also referred to as the “Nephrology Remodel.” It was reported previously that the tenant requested that the lease is based on the tenant’s standard lease agreement. The lease is signed by all parties. The project is with architect and engineers for plan development.

PROJECTS UNDER CONSTRUCTION

- Salem Campus Athletics Field
Meetings are being held to determine the best way to proceed with this project. The college is acting as the general contractor on this project to control project delivery and costs. There will be subsequent small contracts issued for other related work of the project, including backstop wall, concrete sidewalks, asphalt, etc. As discussed, the project will go out to bid again with planning for an early spring construction start (weather permitting).

See Appendix–2, Campus Map pages 52–53.

**GRANT ACTIVITIES
JULY 2017–SEPTEMBER 2017**

Prepared by

Peggy Greene, Coordinator—Institutional Grants
Andrew Bone, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

GRANTS SUBMITTED JULY 2017–SEPTEMBER 2017

Grantor	Department	Description	Amount
National Science Foundation: Advanced Technological Education	Applied Technologies	To support an industry-driven analysis of labor needs, skill gaps, and current curriculum for addressing the need for a manufacturing systems technician education program. New, three-year grant.	224,924
Instituto de los Mexicanos en el Exterior (IME) Becas (Scholarships)	Chemeketa Foundation	To support student scholarships for participants in the Bilingual Student-Teacher Leaders program.	18,000
Total:			\$242,924

GRANTS AWARDED JULY 2017–SEPTEMBER 2017

Grantor	Department	Description	Amount
DHHS, Federal Office of Adolescent Health, Oregon Health Authority	Academic Progress and Regional Education Services	To support young parenting students (ages 16–25) with educational opportunities and referrals to wraparound services. New, one-year sub award grant (\$150,000–250,000). Final award amount may be negotiated depending on services.	150,000
Total:			\$150,000

The grants awarded must be accepted by the board. The above-awarded grants also appear as an action item for board acceptance.

CHEMEKETA COMMUNITY COLLEGE FOUNDATION QUARTERLY REPORT

Prepared by

Nancy Duncan, Foundation—Executive Director
Andrew Bone, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

THE ADELMAN GOLF CLASSIC

The 28th and Final Adelman Golf Classic was held on Monday, August 7, at Illahe Hills Country Club. The tournament had a Hawaiian theme with 18 teams, 20 volunteers and 10 student athletes all out to support student athletic scholarships. The Hawaiian themed tournament included a majority of golfers and volunteers wearing Hawaiian shirts and they also enjoyed a Hawaiian-themed luncheon. The tournament raised just under \$30,000 for student scholarships. Foundation board members participating included Brenna Baucum, Peter Hofstetter, Les Margosian, Betty O'Brien, Joshua Morrow and Maria Schmidlkofer. President Julie Huckestein joined the group for a very special luncheon to recognize Rick for his 28 years of dedication to the tournament and student scholarships. Thank you to Illahe Hills Country Club, and especially to Rick, and everyone who played and volunteered.

NEW EVENT PLANNED

The Foundation is pleased to announce a new event in partnership with Salem Saturday Market with their Holiday Market on December 8. This is a new event being held at the State Fairgrounds in the Jackman Long and Columbia buildings. This first-time event will open the long standing Holiday Market early to customers on Friday evening, December 8, from 5:30 to 8:30 pm. The cost is \$8 for individuals and \$15 for couples and includes light hors d'oeuvres, entertainment, wine tasting and special offers from all vendors participating. Proceeds from the event will go to support the Chemeketa Foundation's Food Pantry and Student Relief Fund.

ROTC/JROTC PHYSICAL TRAINING CHAMPIONSHIP

The 2nd annual ROTC/JROTC Physical Training Championship event is scheduled for October 28. Veterans Coordinator, Jon Terrazas, is leading the event and coordinating most details on behalf of the Foundation. The event includes a physical challenge for ROTC/JROTC teams of five. Teams include men and women from a broad geographic area including high school JROTC teams. There are five physical challenges that incorporate the Armed Forces physical standards. The event will be held at Brooks Regional Training Center, October 28, 8 am–12 pm. So far, several sponsors are on board and many teams have registered to compete. The Foundation is really excited about how this event has grown since its first year.

NEW SCHOLARSHIP FUNDS ESTABLISHED

Many new scholarships have been established over the last year including the following: American Association for Women in Community Colleges (AAWCC) Scholarship, Castilla Orthodontics Dental Scholarship, Chemeketa Board of Education Scholarship, Clyde Latino Scholarship, Emergency Medical Services (EMS) Veteran Students Award, Hillside Foundation Nursing Scholarship, Huckestein Education Scholarship, Polk County Master Gardener's Association (PCMGA) Scholarship and the Trumbo/Lowe Family Scholarship. The Foundation is grateful to these donors for their support of Chemeketa students. A description of each scholarship is available at the Foundation website: <https://chemeketa.thankyou4caring.org/scholarshiplist>.

ESTATE PLANNING SEMINARS CONTINUE

Foundation board member/secretary and estate planning attorney, Maria Schmidlkofer, will be offering her expertise via several estate planning sessions in 2017–2018. The seminars are free and highly regarded by attendees. The fall session was held on Wednesday, September 20, at the Chemeketa Center for Business and Industry and was titled "Dust Off Your Estate Plan".

SUMMER TERM ENROLLMENT REPORT

Prepared by

Beth Perlman, Institutional Research Analyst
Fauzi Naas, Director—Institutional Research
Andrew Bone, Vice President—Governance and Administration

Items included in this report:

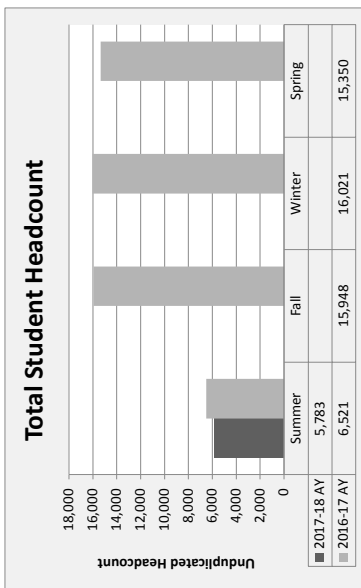
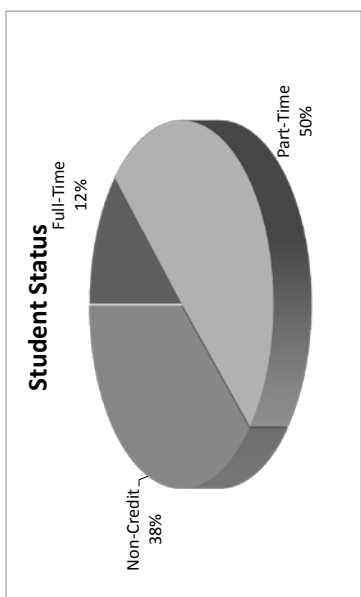
- Student, FTE and Enrollment Profile
- Summer Term Enrollment vs. Prior Years
- Summer Term Cumulative Enrollment

Summer 2017

STUDENTS (unduplicated headcount)

Total Students	5,783
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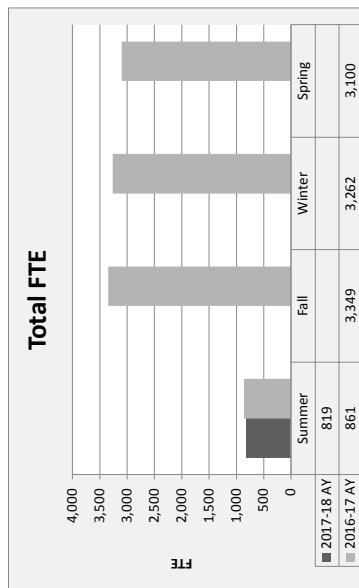
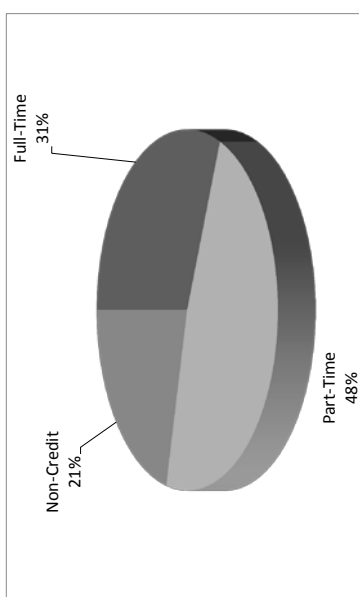
Full-Time	Part-Time	Non-Credit
697	2,869	2,217
12.1%	49.6%	38.3%



FTE

Total FTE	819
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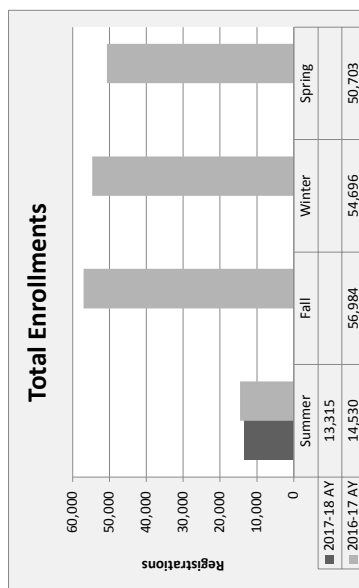
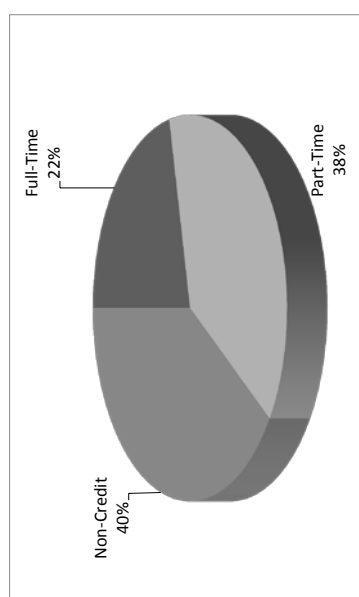
Full-Time	Part-Time	Non-Credit
253	392	174
30.9%	47.8%	21.3%



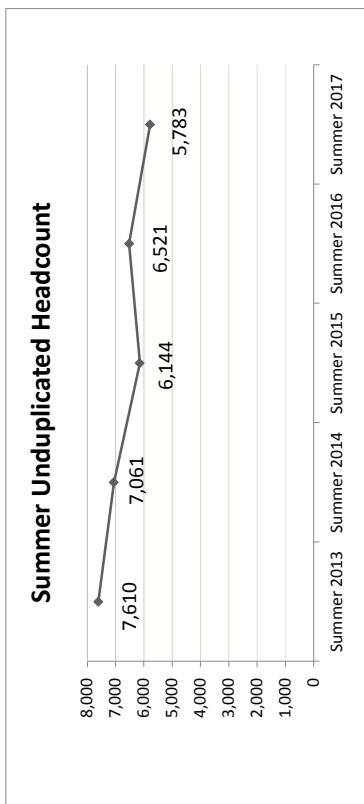
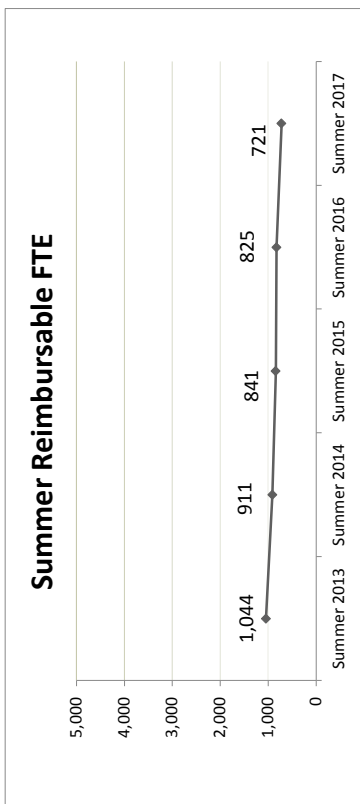
ENROLLMENTS (duplicated headcount)

Total Enrollments	13,315
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Full-Time	Part-Time	Non-Credit
2,870	5,076	5,369
21.6%	38.1%	40.3%

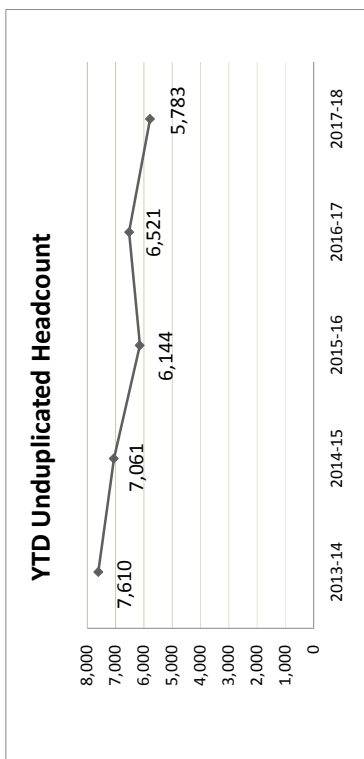
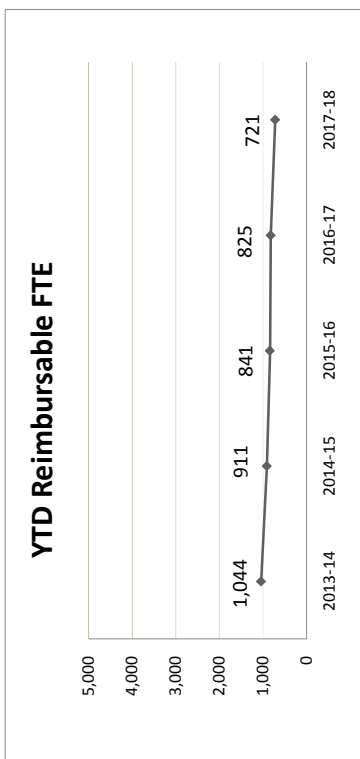


Summer-to-Summer Comparison			
Winter Term FTE and Headcount	Summer 2016	Summer 2017	% Change
Reimbursable FTE	825	721	-12.7%
Non-Reimbursable FTE	36	98	173.6%
Total FTE	861	819	-4.9%
Unduplicated Headcount	6,521	5,783	-11.3%



Rate of Change from Summer to Summer				
2013 to 2014	2014 to 2015	2015 to 2016	2016 to 2017	
Change in Reimbursable FTE	↓ -12.8%	↓ -7.7%	↓ -1.9%	↓ -12.7%
Change in Unduplicated HC	↓ -7.2%	↓ -13.0%	↑ 6.1%	↓ -11.3%

Year-to-Date			
Year-to-Date FTE and Headcount	2015-16	2016-17	% Change
YTD Reimbursable FTE	825	721	-12.7%
YTD Non-Reimbursable FTE	36	98	173.6%
YTD Total FTE	861	819	-4.9%
YTD Unduplicated Headcount	6,521	5,783	-11.3%



Rate of Change YTD to YTD				
2012-13 to 2013-14	2013-14 to 2014-15	2014-15 to 2015-16	2015-16 to 2016-17	
Change in YTD Reimbursable FTE	↓ -12.8%	↓ -7.7%	↓ -1.9%	↓ -12.7%
Change in YTD Unduplicated HC	↓ -7.2%	↓ -13.0%	↑ 6.1%	↓ -11.3%

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

RECOGNITION REPORT

Prepared by

Julie Huckestein, President/Chief Executive Officer

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

Fire Protection Program students gathered on Saturday, August 26, to participate in the Adopt-a-Road Program. Chemeketa Fire Program adopted Brooklake Road over two years ago and do the clean-up every six months. Many thanks are owed to the following students: ERIKA ALCANTAR, NATHAN AVERETT, BRYSON BELLOIR, KALEB CARMONY, KOLBY COLE, MICHAEL FINNERAN, DAN GOEKE, JUAN GUTIERREZ, JONATHAN HEBERT, JOSEPH HILLER, MICHAEL HOWARD, GEOVANNI JACOBO, PETER KARAKAY, BRENDAN MCKENZIE, PAYTON PETERSON-SCOTTER, BO RAMOS, CHAD SCHOONHOVEN, TANNER SCHRENK, JACOB SCHULZ, NOAH SMITH, BRANDON WALLET, CAMERON WHITNEY, GABE WICK, JACK WOLF, CODY WOODS, BENJAMIN ZWEBER; and fire instructor CLIFF MUNSON. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

The 4th annual High Voltage Art Collaborative (HVAC) was a huge success! Thanks to TERRY ROHSE and ALLISON STEWART HULL for organizing the event. There was an amazing array of painting, sculpture, photography, drawing, quilts, ceramics, jewelry, mixed media, ornamental welding, plus performance arts such as poetry reading and music. Thanks to the following talented employees who participated: KEN ANDERSON, TERESA BELL, STACIE CLARK, JASON COLLMANN, MICHAEL DAHL, SHANNON EAGLES, MINNA GELDER, MARTIN GIOVANNINI, JOHN HADLEY, PACO HADLEY, BETH HALE, DAVID HALLETT, GREG HARRIS, REBECCA HILLYER, NEVA HUTCHINSON, DIANA INCH, LYNN IRVIN, TERRI JACOBSON, KATEY JORDAN, ESTELLE LEONG, CATHY MARTELL-STRAIGHT, BRETT MATTI, AMY MCKINLEY, BRYAN MONSON, SUZANNE MONSON, RUTH PERKINS, TIM PIERCE, TERRY ROHSE, COLLIN STAPP, ALLISON STEWART HULL, CALEB STRATEMEYER, and JAMIE WENIGMANN. *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

On September 21, Bill Klein was asked to share the role and the importance of advisory committees to Mt. Hood Community College's CTE faculty. Because of Bill's outstanding work, Mt. Hood Community College donated \$250 to the Chemeketa Alton C. Hupp Memorial Fire Service scholarship fund. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups. Value: Diversity.)*

Standard Report-7
October 18, 2017

New Student Preview Day was held on Friday, September 22, to welcome new students and provide a number of workshops to get them ready for fall term.. Thanks to GUY CRAIG and DENISE GALELY for organizing the event and to the many presenters: BLANCA AGUIRRE, TIFFANY BORDEN, VIVI CALEFFI PRICHARD, SARA CSAKY, ANNE ETZEL, SAGE FREEMAN, ADAM HOLDEN, TETER KAPAN, BILL KOHLMAYER, GARY KUHN, CATHY MARTELL-STRAIGHT, KIM MARTIN, CECELIA MONTO, REBECCA SALINAS-OLIVEROS, JENNIFER SADOUK, ALBA SCHOLZ, KAREN STEVENS, as well as staff in CHEMEKETA ONLINE, COLLEGE ACCESS PROGRAMS, FINANCIAL AID, LIBRARY, READING, WRITING AND STUDY SKILLS, STUDENT COMPUTER CENTER, the TRIANGLE CLUB, and TUTORING. (*Core Theme: Student Success—Students progress and complete their educational goals.*)

The annual Chemeketa All-Staff Bowling Event was held on Friday, September 22, at Northgate Bowl. The event had nine teams and a total of 54 participants. Thanks to DENISE THOMPSON who organized the event with helpers LYNN IRVIN and STACEY WELLS; and special thanks to MEREDITH SCHREIBER, Bookstore manager, who donated prizes. The best team name was “Split Happens” made up of ADRIANA BARRERA, LUISANA CHAVEZ, LAURA CIPRIANO, CHRIS KATO, EDUARDO MARTINEZ, and ADAM MENNIG. The best uniform/costume went to the “Lane of Thrones” made up of KIM EITNER, PACO HADLEY, TETER KAPAN, and CAMERON O’NEILL. Highest Team Average went to “The Pin-itiary” made up of SANDRA AGUINAGA, JON ANDRUS, MICHAEL BUDKE, SAM TEMPLE, TINA TEMPLE, and JON TUCKER. There was a three-way tie on most strikes in a game with four by MATT BAKER, ADAM MENNIG, and ELIAS VILLEGAS. (*Value: Collaboration*)

Thanks to MARIA CRUSE, political science instructor, and students CONNOR AMUNDSON and JESSE THOMPSON, who presented at the Association of Community College Trustees (ACCT) Leadership Congress Conference on September 26, in Las Vegas. They presented on “Mock Trial: A Pathway to Personal Transformation.” Maria shared background information about the mock trial and Jesse and Connor shared their personal stories on the impact the mock trial experience has made in their lives. (*Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.*)

CHEMEKETA YAMHILL VALLEY CAMPUS received the 2017 Outstanding Partner of the Year from the McMinnville Economic Development Partnership (MEDP) at the annual awards event on October 3, at The Falls Event Center at Evergreen Aviation and Space Museum in McMinnville. (*Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.*)

The Chemeketa American Association of Women in Community Colleges chapter participated in the Discover Pink Walk on Saturday, October 14, in downtown Salem. Walkers included NETTE ABDERHALDEN, BEATRIZ AREVALO, RITA BLAISDELL (retired), REBECCA BOLANTE, ERIKA COKER, PEGGY GREENE, IRMA GUZMAN, JULIE HUCKESTEIN, LYNN IRVIN, KIMBERLEY JENSEN, LISA MAUSCHBAUGH LOBO, CATHY MARTELL-STRAIGHT, and MONICA VALDIVIA. (*Value: Collaboration*)

**APPROVAL OF OREGON EDUCATORS BENEFIT BOARD (OEBB)
HEALTH INSURANCE TRANSITION PROPOSAL
[17-18-110]**

Prepared by

Alice Sprague, Director—Human Resources
Andrew Bone, Vice President—Governance and Administration

In order to assist employees in the transition to having health insurance provided through the Oregon Educators Benefit Board (OEBB), the college is proposing additional financial support to employees. This is due to the plan year changing from a January 1 through December 31 year, to an October 1 through September 30 plan year. This change may have resulted in additional or unplanned costs to employees.

It is recommended that the College Board of Education approve the addition of the language below to the Classified and Faculty collective bargaining agreements and to the Administrative Handbook for Exempt Employees.

Effective November 1, 2017:

- I. For salaried employees who have an active Health Savings Account (HSA), the college will make available for deposit \$500 into their current HSA account.

For employees who do not have an active Health Savings Account (HSA), the college will fund \$500 through a Health Reimbursement Arrangement (HRA) to be established for each employee who has elected an OEBB medical plan as sponsored by Chemeketa Community College. This funding for the HRA will remain in effect until the earlier of when:

1. The balance of funding in the employee HRA is zero, or
2. The employee is no longer employed by the college, or
3. December 31, 2018, for expenses incurred from October 1, 2017–September 30, 2018.

When any of these events occur, the HRA will be closed and any unused balance will be retained by the college.

- II. For salaried employees, who work less than 1.0 FTE, the amount of their deposit will be pro-rated based on their FTE percent on November 1, 2017.
- III. The arrangements described above are one-time events that in no way set any precedent for the future.

Separate Action–2
October 18, 2017

**APPROVAL OF RETIREMENT RESOLUTIONS
NO. 17-18-09, DAVID “FORREST” PECK AND NO. 17-18-10, ANDREW J. BONE
[17-18-111]**

Prepared by

Julie Huckestein, President/Chief Executive Officer

The College Board of Education honors employees who retire after years of service to the college. Attached are the resolutions honoring David “Forrest” Peck and Andrew J. Bone, who retire effective November 30, 2017.

It is recommended that the College Board of Education approve Retirement Resolutions No.17-18-09, David “Forrest” Peck and No. 17-18-10, Andrew J. Bone.

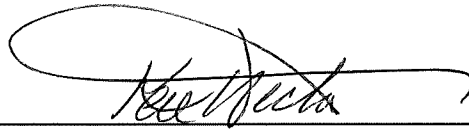
Separate Action-2
October 18, 2017

**RETIREMENT RESOLUTION NO. 17-18-09
DAVID "FORREST" PECK**

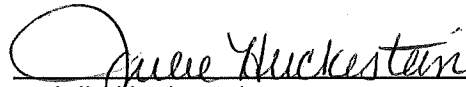
WHEREAS, David "Forrest" Peck began his ten-year, one-month association, as a salaried employee, with Chemeketa Community College in August, 2007; and

WHEREAS, David "Forrest" Peck gave dedicated service to Chemeketa Community College currently as Student Services Coordinator/Analyst I, Chemeketa Center for Business and Industry, of Career and Technical Education Division; therefore,

BE IT RESOLVED, that upon his retirement date of September 30, 2017, the College Board of Education hereby honors and commends David "Forrest" Peck for his loyalty, dedication and personal commitment to Chemeketa Community College.



Ken Hector
Board Chairperson



Julie Huckestein
President/Chief Executive Officer

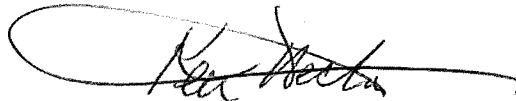
Separate Action-2
October 18, 2017

**RETIREMENT RESOLUTION NO. 17-18-10
ANDREW J. BONE**

WHEREAS, Andrew J. Bone began his 23-year, five-month association, as a salaried employee, with Chemeketa Community College in July, 1994; and

WHEREAS, Andrew J. Bone gave dedicated service to Chemeketa Community College currently as Vice President, Governance and Administration of the President's Office Division; therefore,

BE IT RESOLVED, that upon his retirement date of November 30, 2017, the College Board of Education hereby honors and commends Andrew J. Bone for his loyalty, dedication and personal commitment to Chemeketa Community College.



Ken Hector
Board Chairperson



Julie Huckestein
President/Chief Executive Officer

**APPROVAL OF COLLEGE POLICIES #6050—CHEMEKETA COMMUNITY
COLLEGE DEBT POLICY; #6120—PAYMENT OF WAGES AND
#6130—PAYMENT OF WAGES IN ADVANCE
[17-18-112]**

Prepared by

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

CHEMEKETA COMMUNITY COLLEGE DEBT POLICY—POLICY #6050

This policy was last reviewed by the board in January 2015. Only minor edits were made to capitalize the term “Generally Accepted Accounting Principles” since it is a proper name of an accounting concept.

PAYMENTS OF WAGES—POLICY #6120

This policy was last reviewed by the board in December 2014. This policy has one minor edit on the second line, removing the capitalization of the word college in keeping with current policy guidelines.

PAYMENT OF WAGES IN ADVANCE—POLICY #6130

This policy was last reviewed by the board in December 2014. There are no recommended edits to this policy.

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

It is recommended that the College Board of Education approve college policies #6050—Chemeketa Community College Debt Policy; #6120—Payment of Wages and #6130—Payment of Wages in Advance to become effective immediately.

Business Operations Series—6000

CHEMEKETA COMMUNITY COLLEGE DEBT POLICY

The Chemeketa Community College president/chief executive officer or designee shall be responsible for the issuance and management of debt. These responsibilities include:

- Ensuring full compliance with the terms and conditions outlined in bond resolutions approved by the College Board of Education.
- Ensuring compliance with the Oregon Revised Statutes (ORS) governing public borrowing and issuance of bonds and all applicable legislative and administrative rule updates since the adoption of this policy.¹
- Ensuring full compliance with the federal tax and securities law that apply to any debt.² The college shall adopt compliance procedures so the proceeds of all bonds, certificates of participation, bond anticipation notes, bank loans, tax₂ and revenue anticipated notes are used in accordance with applicable federal tax and securities law requirements.

To meet the objectives of this policy, the college president/chief executive officer or designee shall ensure that the college carries out the following functions when incurring and servicing all debt:

- Upon the approval by the College Board of Education, issue bonds and other obligations in accordance with the laws, rules₂ and limitations₂ set forth in the ORS, the Oregon Administrative Rules (OAR)₂ and any applicable legislative and rule updates since the adoption of this policy.
- Ensure that sufficient funds are available to meet current and future debt service requirements on all indebtedness while adequately providing for recurring operating requirements.
- Maintain and enhance the college's ability to obtain access to credit markets at favorable interest rates.
- Act in the best interest of the college and taxpayers when issuing debt, and market the college's debt with advice from independent financial advisors and legal counsel to get unbiased professional opinions on methodology and structure.
- Account for the debt issues and related transactions in accordance with local budget law and ~~g~~Generally ~~a~~Accepted ~~a~~Accounting ~~p~~Principles (GAAP).³
- Monitor post issuance federal tax and securities law compliance in accordance with established procedures.

March 15, 2006

Adopted College Board of Education

March 16, 2011, January 16, 2013; January 21, 2015

Revised College Board of Education

¹ ORS 287A.001 et al and OAR 172-005-0001 et al

² Internal Revenue Code 15(c)2-12; 17 CFR Part 240, §240.150c 2-12. See also Procedure #6050.

³ ORS 294.305 et al

Business Operations Series—6000

PAYMENT OF WAGES

Payment of wages for Chemeketa Community College employees shall be issued on the last working day of the month in which the College is open for business. Payroll deductions shall be in accordance with federal and state law.¹

July 17, 1985

Adopted College Board of Education

September 20, 2006; April 20, 2011;

December 17, 2014

Revised College Board of Education

¹ ORS Chapter 652 et al

Business Operations Series—6000

PAYMENT OF WAGES IN ADVANCE

Chemeketa Community College employees may obtain up to two payroll advances in any one fiscal year with a limit of one request in any given pay period. Advances are limited to 70 percent of gross earnings to date for the pay period in which the advance is requested. A third emergency pay advance may be requested if the employee submits a statement acknowledging that this is the last draw for the current fiscal year. A fee will be charged for each advance.

July 17, 1985

Adopted College Board of Education

September 20, 2006; April 20, 2011;

December 17, 2014

Revised College Board of Education

**APPROVAL OF DIESEL TECHNOLOGY
ASSOCIATE OF APPLIED SCIENCE DEGREE
[17-18-113]**

Prepared by

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

The proposed Diesel Technology Associate of Applied Sciences (AAS) degree focuses on the repairs and maintenance of diesel engines and component support systems. Chemeketa's diesel technology program prepares graduates for entry-level positions in the industry. Diesel motors are found in numerous amounts of equipment such as agricultural, semi-trucks, forestry, boats and generators.

Chemeketa continues to listen to community and employer feedback on training needed for high-demand/family-wage jobs in our community. The research and development of the diesel technology program has come from several employers in the trucking, agriculture, public sector, and the high need for well-trained diesel mechanics.

The development of this program also connects to several of our core values such as: collaboration, innovation, and stewardship. Working with local employers in the development of the curriculum, research of facilities and potential donated equipment has proven that there is a high need and this community is invested in creating a program that the community and Chemeketa all support. This program will allow students to gain knowledge in an area that is in high demand, provides family-wage jobs and has considerable amount of career advancement opportunities.

It is recommended that the College Board of Education approve the Diesel Technology Associate of Applied Science degree.

DIESEL TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE DEGREE

Course No.	Course Title	Credit Hrs
Term 1 DSL101 MTH052+	Diesel Technology 1 Intro to Algebra and Geometry + (or higher) Total	12 3 15
Term 2 DSL102 WR88+	Diesel Technology 2 Introduction to Technical Writing 1+ (or higher) Total	12 3 15
Term 3 DSL103 PSY104	Diesel Technology 3 Workplace Psychology (or higher) Total	12 4 16
Term 4 DSL201 CIS101	Diesel Technology 4 Intro to Microcomputer Applications+ (or higher) Total	12 3 15
Term 5 DSL202	Diesel Technology 5 * Additional elective Total	12 3 15
Term 6 DSL203	Diesel Technology 6 * Additional elective Total	12 3 15
	TOTAL PROGRAM HOURS	91

**APPROVAL OF GRANTS AWARDED
JULY 2017–SEPTEMBER 2017
[17-18-114]**

Prepared by

Peggy Greene, Coordinator—Institutional Grants
Andrew Bone, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

These grants have been awarded to the college from July 2017–September 2017. It is recommended that the board accept these grants.

Grantor	Department	Award Description	Amount
U.S. Department of Health and Human Services, Federal Office of Adolescent Health, Oregon Health Authority	Academic Progress and Regional Education Services	To support young parenting students (ages 16–25) with educational opportunities and referrals to wraparound services. New, one-year sub award grant (\$150,000–250,000). Final award amount may be negotiated depending on services.	150,000
		Total:	\$150,000

**ACCEPTANCE OF PROGRAM DONATIONS
JULY 1, 2017 THROUGH SEPTEMBER 30, 2017
[17-18-115]**

Prepared by

Margarita Escobedo, Office Assistant—Chemeketa Foundation
Jamie Wenigmann, Development Associate—Chemeketa Foundation
Nancy Duncan, Executive Director—Chemeketa Foundation
Andrew Bone, Vice President—Governance and Administration
Julie Huckestein, President/Chief Executive Officer

Item: 252 lbs. of food for pantry
Donor: Marion Polk Food Share
Declared Value: \$490.50
Program: Food pantry

Item: 172 lbs. of food for pantry
Donor: Marion Polk Food Share
Declared Value: \$325.50
Program: Food pantry

Item: 365 lbs. of food for pantry
Donor: Marion Polk Food Share
Declared Value: \$705.00
Program: Food pantry

Item: 237 lbs. of food for pantry
Donor: Marion Polk Food Share
Declared Value: \$436.00
Program: Food pantry

Item: Spanish class textbook
Donor: Michael Hormann
Declared Value: \$100.00
Program: College Life

Item: 242 lbs. of food for pantry
Donor: Marion Polk Food Share
Declared Value: \$381.50
Program: Food pantry

Item: 323 lbs. of food for pantry
Donor: Marion Polk Food Share
Declared Value: \$624.50
Program: Food pantry

Item: 320 lbs. of food for pantry
Donor: Marion Polk Food Share
Declared Value: \$631.00
Program: Food pantry

Item: 294 lbs. of food for pantry
Donor: Marion Polk Food Share
Declared Value: \$573.50
Program: Food pantry

Item: Food and toiletries
Donor: Connie Wallace
Declared Value: 68.49
Program: Food pantry

Action-4
October 18, 2017

Item:	1934 Emerson Grand Piano	Item:	Meters
Donor:	Harold Braff	Donor:	Garmin AT
Declared Value:	\$1,100.00	Declared Value:	\$663.75
Program:	Music	Program:	Electronics
Item:	1—\$102.00 prepaid food gift card	Item:	30 Pleurx Drainage kits
Donor:	Anonymous	Donor:	Mary Page
Declared Value:	\$102.00	Declared Value:	\$2,040.00
Program:	Food pantry	Program:	Nursing
Item:	Misc. component boxes	Item:	17 lbs of vegetables
Donor:	ODOT—Wireless Communications	Donor:	Chemeketa Horticulture Program
Declared Value:	\$1,000.00	Declared Value:	\$34.00
Program:	Electronics	Program:	Food pantry

MISSION • VISION • CORE THEMES • VALUES

MISSION *(Our purpose)*

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

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

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

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

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

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

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

Student Success – Students progress and complete their educational goals.

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

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

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

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

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

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

Appendix-2
October 18, 2017



Discover
Chemeketa
Community College



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

Building directory on reverse side

Appendix-2 October 18, 2017

Building and Primary Function(s)

- 001 **1st Floor:** Bookstore,
- 001 **2nd Floor:** Faculty Offices
- 002 **1st Floor:** Advising & Counseling; Career Center; Graduation Services; College Assistance Migrant Program; Convenience Store; Disability Services; Food Court; Information Center; Multicultural Center; Occupational Skills Training; Planetarium; Public Safety; Student Retention & College Life; Student Support Services; Testing Services
- 002 **2nd Floor:** Business Office; Enrollment Center; Financial Aid; TRIO; Talent Search; Upward Bound; Tutoring Services; Veteran's Services; College Support Service's; Human Resources; Presidents Office; Public Information, Marketing and Student Recruitment.
- 003 **1st Floor:** Art Gallery; Classrooms;
- 003 **2nd Floor:** Classrooms; Math Learning Center; Extended Learning, Instruction and Student Services, Placement Testing
- 004 **1st Floor:** Automotive Program; Electronics Program
- 004 **2nd Floor:** Visual Communications; CAD Program
- 005 **1st Floor:** Art Classrooms;
- 005 **2nd Floor:** Classrooms
- 006 **1st Floor:** Auditorium; Classrooms
- 006 **2nd Floor:** Classrooms; Employee Development
- 007 Gymnasium; Physical Education Classrooms
- 008 **1st Floor:** Dental Clinic; Health & Science Classrooms; Massage Clinic;
- 008 **2nd Floor:** Health & Science Classrooms
- 009 **1st Floor:** Classrooms; Distance Education; Curriculum Resource Center; Opportunity Center; Television Studio; Online Programs
- 009 **2nd Floor:** Library; Writing Center; Computer Lab; Study Rooms
- 014 Public Safety
- 015 Burn Tower
- 020 Drafting, Engineering, Machine Shop
- 021 Welding Program
- 022 Academic Development; HEP; Information Technology
- 033 Trades & Technology
- 034 Catering Kitchen, Northwest Innovations, Conference Rooms; SOAR
- 037 Faculty Offices
- 038 Faculty Offices
- 039 Child Development
- 040 Facilities & Operations
- 041 Facilities & Operations
- 043 Copy Center; Mail Room; Recycling
- 044 Horticulture Potting Shed
- 045 Activity Field
- 046 Greenhouse
- 048 Conference Rooms; MaPS Credit Union; Winema Market & Deli
- 049 Mid-Willamette Education Consortium, Youth GED Options
- 050 High School Partnerships
- 051 Winema High School; Trades & Technologies
- 052 Classrooms
- 053 Department of Human Services
- 058 Facilities & Operations Annex
- 060 Agriculture Sciences
- 061 Classrooms
- 062 Classrooms

Area or Service—Building/Room

General Information

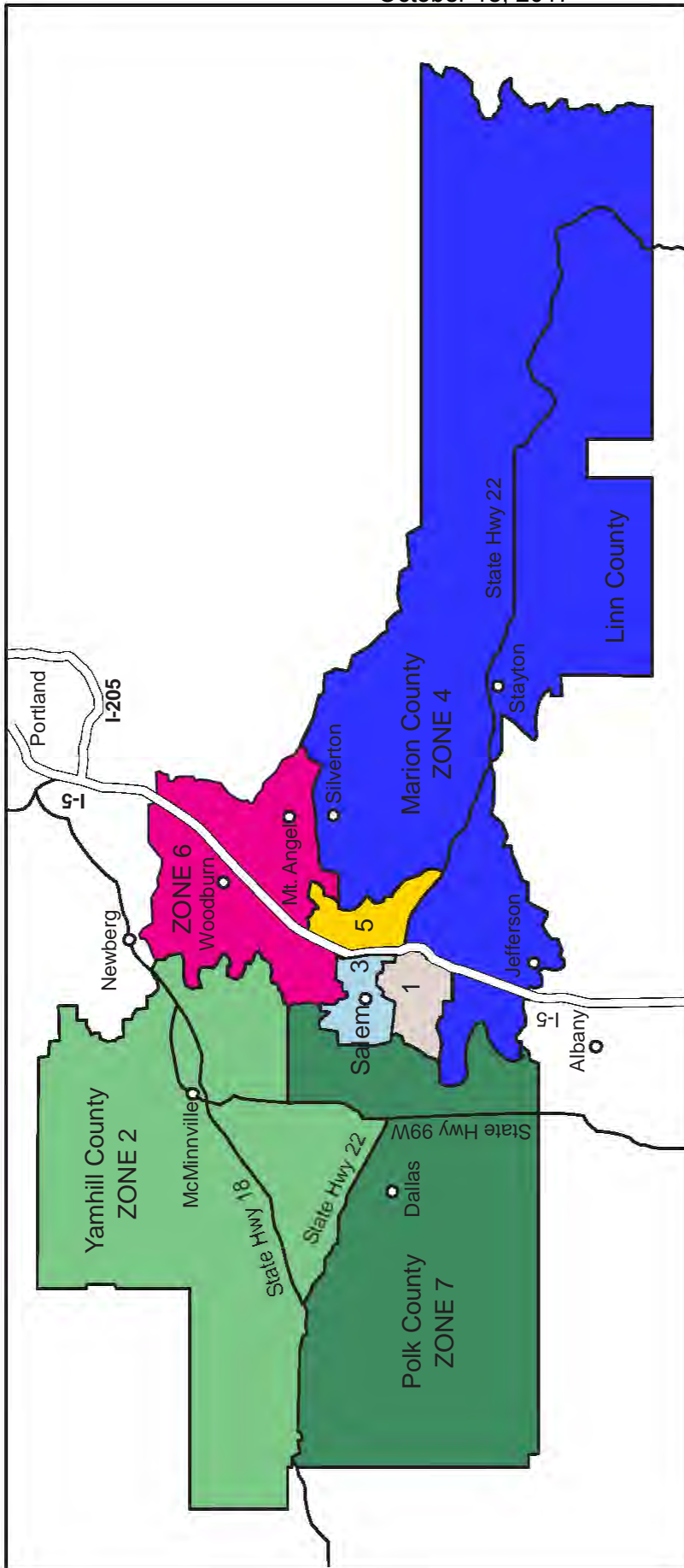
- (Welcome Center)—2/110
- Public Safety—2/173—503.399.5023**
- Academic Development—22/100
- Instructional & Student Services—3/272
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Auditorium—6/115
- Board Room—2/170
- Bookstore—1/First Floor
- Business Office—2/202
- Chemeketa Cooperative Regional Library Service—9/136
- Computer Labs—6/218
- Convenience Store—2/180

- Cooperative Work Experience—2/115
- Dental Clinic—8/101
- Executive Dean of Students—3/272
- Disability Services—2/174
- Employee Training Facility—33/106
- English for Speakers of Other Languages—22/100
- Enrollment Center—2/200
- Evening & Weekend Programs—5/264
- Extended Learning—3/252
- Financial Aid—2/200
- First Aid—2/173
- Food Service—2/First Floor, 4, & 48
- GED—22/100
- Gymnasium—7
- Human Resources—2/214
- International Programs and Study Abroad—2/174
- IT Help Desk—9/128
- Career Center—2/115
- Library—9/Second Floor
- Lost & Found—2/173
- Mail Room—43
- Massage Clinic—8/104
- Multicultural Center—2/177A
- Northwest Innovations—33/101
- Online Courses—9/106
- Parking Permits—2/173
- Planetarium—2/171
- Posting Notices on Campus—2/176
- President's Office—2/216
- Public Information—2/208
- Registration—2/200
- Student Center—2/179
- Student Clubs—2/176
- Student Identification Cards—1/First Floor
- Study Skills—2/210
- Television Studio—9/162
- Testing Center—2/101 (Testing Annex—6/216)
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—2/210
- Vending Machine Refunds—2/Food Court
- Veterans' Services—2/200
- Writing Center—9/210

Instructional Department Offices

- Dental Programs—8/109
- Distance Education & Academic Technology—9/106
- Evening and Weekend Programs—5/264B
- Emergency Services—19
- Health, & Human Performance—7/103
- Health Sciences—8/114
- Humanities & Communications—1/204
- Applied Technologies—5/264D
- Math, Science—9/105
- Agricultural Sciences—60
- Nursing—8/113
- Pharmacy Technology—8/113
- Social Science, Business and Human Services—1/204

Chemeketa Community College
District Boundary and Board Zones



Board Members

ZONE 1	Ed Dodson
ZONE 2	Ron Pittman
ZONE 3	Neva Hutchinson, Vice Chairperson 2017-2018
ZONE 4	Ken Hector, Chairperson 2017-2018
ZONE 5	Jackie Franke
ZONE 6	Diane Watson
ZONE 7	Betsy Earls

Handouts
October 18, 2017



Center for Business & Industry

Chemeketa Community College



7 out of **10**





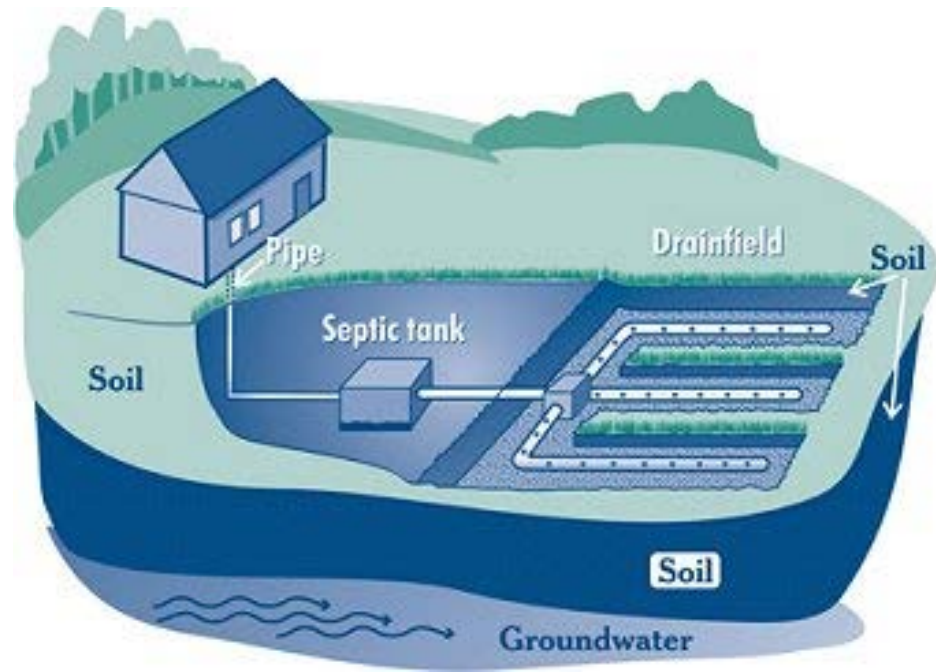


Accelerated Community Employment



Customized Training





DEQ Installer &
Maintenance Provider
Certification

ODOT Flagger
Certification



Small Business Development Center (SBDC)



Chemeketa SBDC

- Providing business owners the expertise and resources necessary to achieve success whether launching, growing or transitioning.
- Small Business Assistance
 - One-to-One Confidential Advising at No Cost
 - Workshops, Programs and Classes
 - Small Business Management (SBM) Program
 - Business Accelerator Program
 - Opportunity Knocks
 - Capital Access Team (CAT)
 - SCALE Oregon

Debra Herring Studio

“I was able to implement incredible changes from HR to sales to accounting.”

Debra Herring



Premium Property Management



“The variety of highly qualified speakers and personal coaching has proven vital in growing a strong and stable company.”

Dan Noble



Zena Forest Products

“By implementing what SBM has taught, we have brought our financial and employee systems to a much higher level, allowing us to make smart decisions with confidence.”

Ben Deumling

Chemeketa SBDC Impact 2012-2017

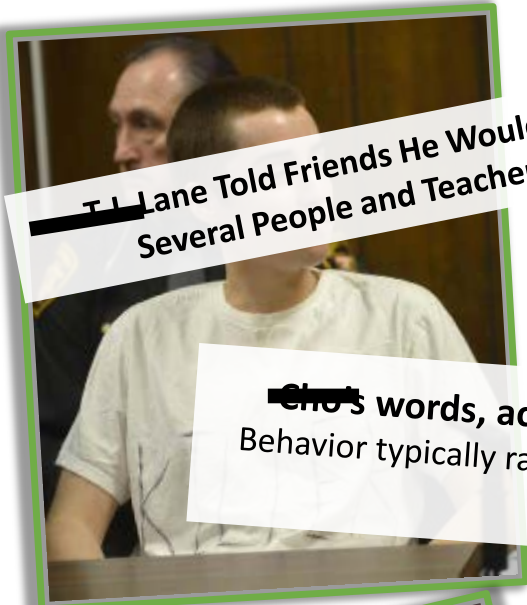
- 239 Jobs Created Annually
- 353 Trainings & Workshops Held
- 1,333 Number of Counseling Clients
- 3,734 Training & Workshop Attendees
- 7,002 Advising Hours Provided to Clients
- \$7,769,483M Capital Infusion

Threat Management Resources

- Prevention of
- Reaction to
- Recovery from



Targeted Violence and Disasters



T.J. Lane Told Friends He Would Kill Several People and Teachers.

Cho's words, actions fit school shooting pattern
Behavior typically raises concerns long before the shooting starts.

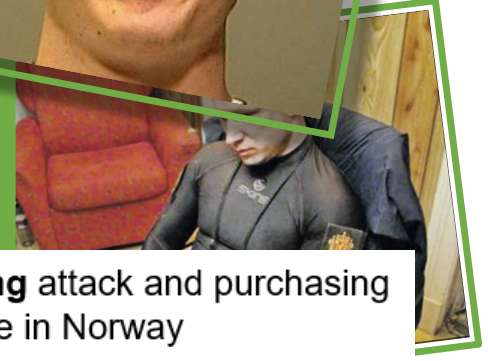
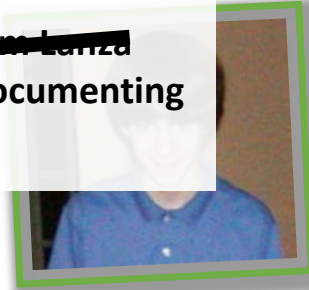


Psychiatrist Warned Police a Month before Colorado Theater Shooting That James Holmes Was a Threat.



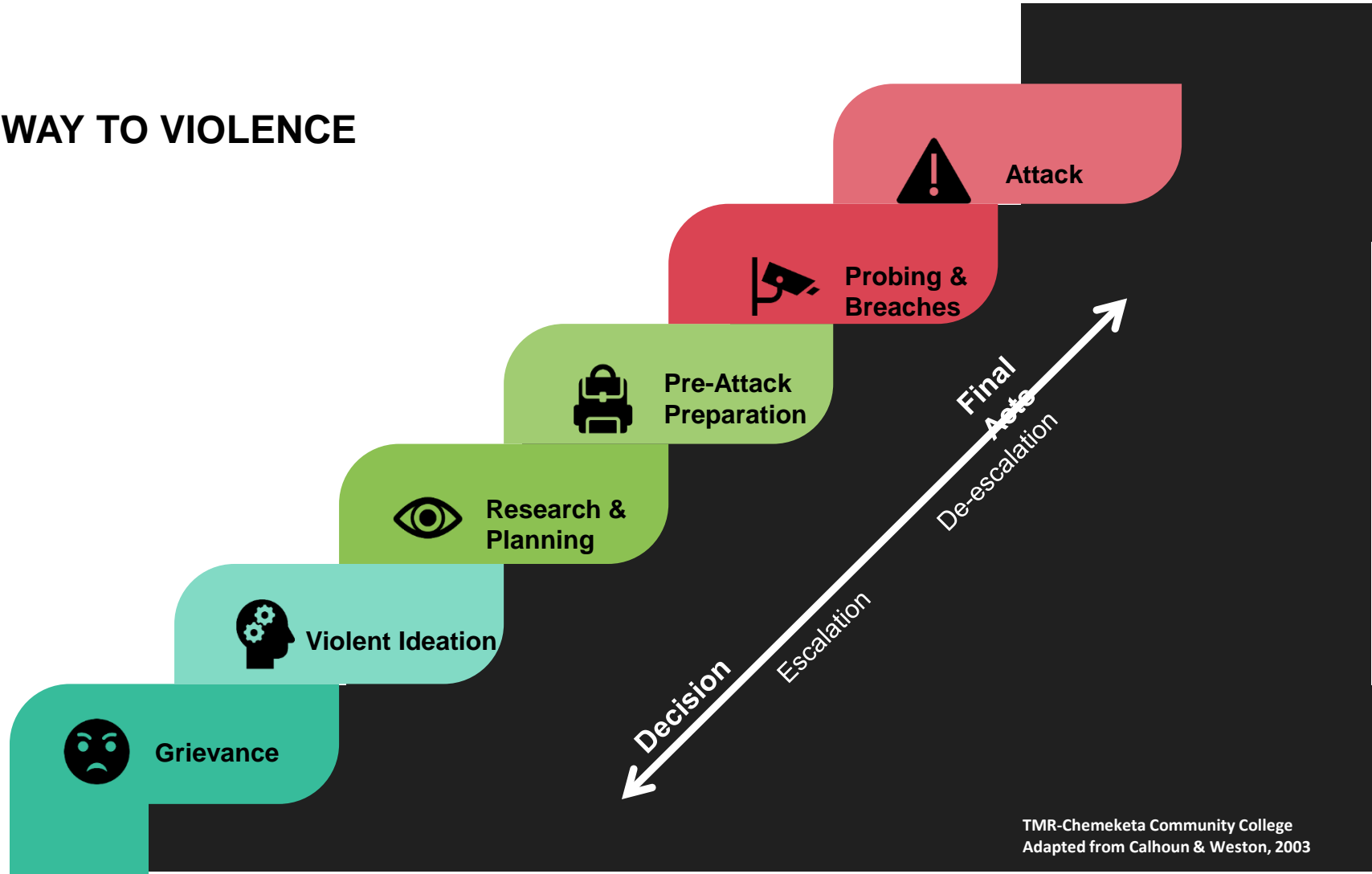
Revealed: Sandy Hook Shooter Adam Lanza Created Chilling 7-Foot 'Score Sheet Documenting Past Murders

Hindsight: David Loughner, Isolated Loner, Posted Goodbye on the Internet



Anders Breivik 9 years planning attack and purchasing supplies before killing 77 people in Norway

PATHWAY TO VIOLENCE



Threat Assessment Training



Active Threat Training



- **Run**
- **Hide**
- **Fight**

Disaster Behavioral Health Center



- Training
- Research
- Consultation

