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

**November 15, 2017**

CHEMEKETA COMMUNITY COLLEGE  
4000 Lancaster Drive NE  
Salem, Oregon

**BOARD OF EDUCATION**



Regular Meeting

**November 15, 2017**

CHEMEKETA COMMUNITY COLLEGE  
4000 Lancaster Drive NE  
Salem, Oregon

- I. Workshop** **4:30–5:15 pm** **Salem Campus—Building 2, Room 170, Board Room**
- A. Higher Education Coordinating Commission (HECC) and Office of Community Colleges and Workforce Development (CCWD) Updates  
Julie Huckestein, President/Chief Executive Officer 1
  - B. Oregon Community College Association (OCCA) Update  
Julie Huckestein, President/Chief Executive Officer 2
- II. A. Executive Session** **6 pm** **Salem Campus—Building 2, Room 172**
- Executive Session is called in accordance with ORS 192.660(2)(d) negotiations and (h) legal rights.
- B. Administration Updates**
- III. Regular Session** **7 pm** **Salem Campus—Building 2, Room 170, Board Room**
- A. Call to Order**
  - B. Pledge of Allegiance**
  - C. Roll Call**
  - D. Comments from the Audience**
  - E. Approval of Minutes—Workshop and Regular Board Meeting of October 18, 2017** 3–11
  - F. Reports**
    - 1. Reports from the Associations
      - a. Isaac Acosta Associated Students of Chemeketa (ASC) 12–14
      - b. Justus Ballard Chemeketa Faculty Association 15
      - c. Terry Rohse Chemeketa Classified Employees Association 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. Advisory Committees for 2017–2018<br>Jim Eustrom, Vice President—Instruction and Student Services/<br>Campus President, Yamhill Valley  | 18–48 |
| 2. College Policies #6270—Site, Building, and Room<br>Identification; #6280—Gifts and Donations;<br>#6510—Insurance (Risk Management)<br>and #7010—Community Services<br>Julie Huckestein, President/Chief Executive Officer | 49–53 |

**H. Standard Reports**

- |  |       |
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| 1. Personnel Report<br>Andrew Bone, Vice President—Governance and Administration                 | 54    |
| 2. Budget Status Report<br>Julie Huckestein, President/Chief Executive Officer                   | 55–58 |
| 3. Purchasing Report<br>Julie Huckestein, President/Chief Executive Officer                      | 59–60 |
| 4. Capital Projects Report<br>Julie Huckestein, President/Chief Executive Officer                | 61    |
| 5. College Safety Activities and Planning<br>Julie Huckestein, President/Chief Executive Officer | 62    |
| 6. Student Success Data Points<br>Andrew Bone, Vice President—Governance and Administration      | 63    |
| 7. Recognition Report<br>Julie Huckestein, President/Chief Executive Officer                     | 64–65 |

**I. Separate Action**

- |  |             |       |
|--|-------------|-------|
| 1. Approval of Retirement Resolutions<br>No. 17-18-11, C. Steve Agee;<br>No. 17-18-12, Anne M. Etzel; and<br>No. 17-18-13, Regalada “Reggie” Lombardi<br>Andrew Bone, Vice President—Governance and Administration | [17-18-116] | 66–69 |
|--|-------------|-------|

## **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 Contract Award for Yamhill Valley<br>Campus, Building 4—Oregon Kidney Clinic<br>Tenant Improvement (Formally Known as Yamhill<br>Valley Campus, Building 4, Oregon Kidney and<br>Hypertension Clinic Expansion and Tenant Improvement)<br>Julie Huckestein, President/Chief Financial Officer | [17-18-117] | 70 |
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## **K. Appendices**

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| 1. Mission – Vision – Values – Core Themes |  | 71    |
| 2. Campus Map                              |  | 72–73 |
| 3. District Map                            |  | 74    |

## **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.

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Workshop–A  
November 15, 2017

**HIGHER EDUCATION COORDINATING COMMISSION (HECC)  
AND OFFICE OF COMMUNITY COLLEGES AND  
WORKFORCE DEVELOPMENT (CCWD) UPDATES**

**Prepared by**

Julie Huckestein, President/Chief Executive Officer

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Ben Cannon, Executive Director for the Higher Education Coordinating Commission (HECC), and Patrick Crane, Director for the Office of Community Colleges and Workforce Development (CCWD), will be making a presentation to the board.

Workshop-B  
November 15, 2017

## **OREGON COMMUNITY COLLEGE ASSOCIATION (OCCA) UPDATE**

### **Prepared by**

Julie Huckestein, President/Chief Executive Officer

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Andrea Henderson, Executive Director for the Oregon Community College Association, will be making a presentation to the board.

Minutes  
November 15, 2017

**APPROVAL OF BOARD MINUTES**

**Prepared by**

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

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Minutes of the board meeting of October 18, 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  
November 15, 2017

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

October 18, 2017

**I. WORKSHOP**

Ken Hector, Chair, called the workshop to order at 4:32 pm. The workshop was held at the Chemeketa Center for Business and Industry, 626 High Street, NE, Rooms 102–103.

**Members in Attendance:** Ed Dodson; Jackie Franke; Ken Hector, Chair; Neva Hutchinson, Vice Chair; Ron Pittman; and Diane Watson (arrived at 4:35 pm). 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. Chemeketa Center for Business and Industry (CCBI) Report and Tour**

Jim Eustrom, vice president of Instruction and Student Services, introduced Diane McLaran, executive director of CCBI. Diane welcomed everyone and shared a brief overview of CCBI, followed by Celia Nunez, director of the Small Business Development Center, and Rebecca Bolante, director of Threat Management Resources.

Diane McLaran said it has been a great partnership to co-locate with the Salem Economic Development Corporation (SEDCOR), Incite (workforce development) and Portland State University. Using a PowerPoint presentation, Diane highlighted the Accelerated Community Employment (ACE) program that works with individuals who receive Supplemental Nutritional Assistance Program (SNAP) assistance. The program helped clients find employment quickly. In 2015–2016, there were 1,300 SNAP clients that were served and 50 percent found jobs; however, that program is now under the Oregon Employment Department, but the college still provides complementary services to SNAP clients with no dependents. Staff work with clients to provide skills training, whether it's a one-day flagger training or a one-year certificate program in welding and machining, depending on the client's interests and jobs available.

Diane also talked about customized training and said that CCBI works with companies and organizations to assess their needs and offers training to offices or units. Some examples include training for staff at the Oregon Department of Transportation (ODOT), in partnership with the college's welding program; computer training in Quickbooks, Microsoft Office, or use of the CCBI computer lab to do specialized software training; and leadership training for people employed at the state. CCBI has ongoing contracts with nine state agencies. There are also state contracts with the Department of Environment Quality, and over 5,000 flaggers have been certified.

Celia Nunez, director of the Small Business Development Center (SBDC) reported the SBDC provides business owners the expertise and resources necessary to achieve

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November 15, 2017

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success whether launching, growing or transitioning. The SBDC provides one-to-one advising, workshops, programs, and classes; a Small Business Management program; a business accelerator program; Opportunity Knocks; a Capital Access Team; and SCALE Oregon.

Celia described some of these programs. She noted there use to be 3–5 business advisors, now there are 20 business advisors, and clusters have been created in the areas of financial management, marketing, social media, and capital access. Last year the Small Business Management program had 29 first-year businesses; there are 32 small businesses in the program this year; and in February a Small Business Management Alumni of Mastery will begin. This is a group of 26 returning businesses. Opportunity Knocks is a peer advisory group of business owners who work with small business owners confidentially to deal with strategic issues, challenges, and concerns; there are 19 businesses participating. SCALE Oregon is part of the Small Business Management Association which was led by Portland Community College for the last few years; however, Chemeketa is taking over the lead to work with expanding businesses that have 10–99 employees and \$1–15 million gross sales to help them grow.

Celia shared a slide on the impact of the Chemeketa SBDC from 2012–2017: 239 jobs were created annually; 353 trainings and workshops were held; 1,133 clients were counseled; 3,734 attended trainings and workshops; 7,002 advising hours were provided to clients; and \$7.7 million of capital infusion.

Rebecca Bolante, director of Threat Management Resources shared her background and noted the Virginia Tech shooting changed her doctoral research to what community colleges were doing to prevent targeted violence. Referring to PowerPoint slides, there are three main elements: prevention of, reaction to, and recovery (disaster behavioral health) from targeted violence and disasters. Research indicates that a high percentage of incidents can be prevented from gathering clues and reporting information to appropriate people. A slide showing the pathway to violence may start with a grievance and moves to violent ideation, research and planning, pre-attack preparation, probing and breaches, and the actual attack. Threat assessment is a way to divert or get them off the path to violence.

Statewide threat assessment trainings have been focused on higher education, but it has branched out to the private sector including hospitals, businesses, and other entities. However, Rebecca and her team of Bill Kohlmeyer and Rebecca Hillyer have done trainings in Ohio, Florida, Minnesota, and Washington State. The second annual Threat Assessment Conference will be held at the Salem Conference Center.

The board thanked Diane, Celia, and Rebecca for their reports. The workshop ended at 5:05 pm, and Diane gave a tour of the offices and agencies housed in the CCBI facility. A recess was taken.

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## **II. A. EXECUTIVE SESSION**

Executive Session called to order at 5:33 pm at the Chemeketa Center for Business and Industry, 626 High Street, NE, Room 101. Executive Session was held in accordance with ORS 192.660(2)(d) negotiations and (e) real property.

**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; Jim Eustrom, Vice President, Instruction and Student Services/Campus President, Yamhill Valley Campus; and Greg Harris, Director, Marketing, Public Relations, and Student Recruitment.  
Guests: Rebecca Hillyer, Holly Nelson.

Executive Session ended at 6:12 pm.

## **II. B. ADMINISTRATION UPDATES**

The following updates were shared or discussed with the board: debrief of the Association of Community College Trustees (ACCT) Conference; attendance at the ACCT Legislative Summit in February; visits to school board meetings; travel folders were distributed for the November 1–3 Oregon Community College Association (OCCA) Fall Conference; board goals for 2017–2018 were affirmed; a report on the October 6 OCCA board forum and meeting; follow-up on public notices; board calendar preview; President's Goals for 2017–2018; softball field; October 5 Oregon President's Council (OPC); Aspen award; enrollment; Oregon Promise; Phi Theta Kappa College Knowledge Bowl; Title III and V grants; college Website; and board agenda preview.

A recess was taken at 6:56 pm.

## **III. REGULAR SESSION**

### **A. CALL TO ORDER**

Ken Hector, Chair, reconvened the board meeting at 7:04 pm. The meeting was held at Chemeketa Center for Business and Industry, 626 High Street, NE, Rooms 102–103.

### **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.

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**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. COMMENTS FROM THE AUDIENCE**

None

**E. APPROVAL OF MINUTES**

Diane Watson moved and Jackie Franke seconded a motion to approve the minutes of September 20, 2017.

The motion CARRIED.

**F. REPORTS**

**Reports from the Associations**

Isaac Acosta, ASC executive coordinator, added one additional event. An African-American Student Success Community Forum sponsored by the Salem-Keizer School District through Cynthia Richardson, director of Student Equity, Access and Advancement, and hosted by the Chemeketa Multicultural Student Services area, was held on October 12 in the Student Center in Building 2. Over 250 students, parents, and community members attended to hear speakers and to connect with resources and agencies such as TRiO, Salem-Keizer Education Foundation (SKEF), and the National Association for the Advancement of Colored People (NAACP)

Justus Ballard, Chemeketa Faculty Association; Terry Rohse, Chemeketa Classified Association; and Allison Stewart Hull, Chemeketa Exempt Association stated their reports stand as written.

**Reports from the College Board of Education**

Ed Dodson attended the ACCT Conference in Las Vegas; the art show "Invisible Light"; First Thursdays at 3; the OCCA Forum and Board meeting; SEDCOR luncheon; the Oregon School Board Association (OSBA) Regional meeting; and the Catholic Community Services luncheon.

Ron Pittman attended the ACCT Conference, including the Public Policy Committee meeting; the state coordinator meeting; the delegate caucus and annual meeting; the McMinnville Economic Development Partnership (MEDP) awards luncheon, where the Chemeketa Yamhill Valley Campus received the Partner of the Year award, which he brought in and will be displayed at YVC. He acknowledged Julie, Jim, Holly, Paul, Danielle

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and all the YVC staff. Ron added that U.S. Secretary of Education, Betsy DeVos, was in McMinnville and visited a few schools and held a gathering of community leaders at Evergreen Aviation.

Jackie Franke attended the Daughters of American Revolution veterans' dedication; SKEF meeting; SEDCOR luncheon; Council of Governments meeting; and the Catholic Community Services annual luncheon. Jackie met with Mary Jean Sandall, Salem-Keizer School District consultant and former administrator; Nick Williams, CEO of the Salem Chamber of Commerce; and she volunteered at the Yoshikai Elementary School jogathon.

Neva Hutchinson attended the ACCT Conference; the College Resource Fair; SEDCOR Business Forum luncheon; the NAACP Student Success event on education in the Student Center; and the Catholic Community Services luncheon.

Ken Hector attended the ACCT Conference; SEDCOR luncheon; Silverton Chamber of Commerce fund raiser; and two Silverton Chamber Business Group meetings.

Diane Watson and Betsy Earls had no reports.

### **Reports from the Administration**

Jim Eustrom shared two activities related to the Core Theme of Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals. He acknowledged Maria Cruse, political science instructor, and two students, Connor Amundson and Jesse Thompson, who gave a presentation at the ACCT Conference on “Mock Trial: A Pathway to Personal Transformation”.

Jim shared an update on the Oregon Promise. For the 2017–2019 biennium, the legislature set funding for the Oregon Promise at \$40 million. Higher Education Coordinating Commission (HECC) decided to use an Effective Family Contribution (EFC) factor to determine eligibility. As a result, there was delay in contacting eligible students and the number of applicants is lower than last year. Last year 2,000 students were awarded the Oregon Promise; this year 1,800; last year 1,486 applied to Chemeketa; this year, 1,356; last year 1,076 registered for fall classes; this year 958. Jim added that other Oregon Promise students who completed their GED or graduated between July 1–December 30, 2017, can register for winter term.

### **G. INFORMATION**

#### **2017–2018 Planning, Budget, and Assessment Calendar**

Miriam Scharer reported the annual calendar, which includes 2018–2019 planning, is a detailed listing of internal activities related to the planning, budget and assessment cycle. She drew attention to the gray shaded items which relate to board review or action. A separate budget calendar will be presented in April.

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## **H. 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 up a little over 1 percent from last year. The State Appropriations line item reflects two of the five state payments have been received. On the Budget Status Report, the college is within one percent compared to last year. There are no changes in rates on the Status of Investments report.

The Quarterly Update of Other Funds (non-general fund) was included in this month's report. This report itemizes other resources and obligations in both revenue-based and budget-based accounts. Miriam pointed out a decline in resources and obligations in Auxiliary Services as a result of cost savings in affordable textbooks and classroom materials. There are also declines in the Capital Development and Student Financial Aid funds.

### **Capital Projects Report**

Julie Huckestein reported in place of Rory Alvarez and Tim Rogers. The report stands as written.

### **College Advancement Report July 2017–September 2017**

Andrew Bone said the report stands as written and includes the grants submitted followed by the grants awarded, which is on the consent calendar.

### **Chemeketa Community College Foundation Quarterly Report**

Andrew Bone highlighted the 28<sup>th</sup> annual and final Rick Adelman golf tournament and thanked Rick for his dedication and support of the athletic program and the college; and the upcoming ROTC/JROTC Physical Training Championship event that will be held on November 5, 8–11 am, at the Brooks Regional Training Center.

### **Summer Term Enrollment Report**

Andrew Bone reported in place of Fauzi Naas. Unduplicated headcount was down 11.3 percent and reimbursable FTE was down 12.79 percent from last summer. The college budgeted based on a 3 percent decline, and are hoping for more enrollment winter and spring terms.

### **Recognition Report**

Julie Huckestein acknowledged all the employees in the written report.

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### **I. SEPARATE ACTION**

#### **Approval of Oregon Educators Benefit Board (OEBB) Health Insurance Transition Proposal**

Andrew Bone reported this recommendation is to assist and provide additional financial support to employees in the transition of having insurance provided through OEBB. The plan year changed from a January 1–December 31 year to an October 1–September 30 year effective October 30, 2017. The board commended the college administration for this action.

Ron Pittman moved and Ed Dodson seconded a motion to approve the addition of the language presented to the Classified and Faculty collective bargaining agreements and to the Administrative Handbook for Exempt Employees.

The motion CARRIED.

#### **Approval of Retirement Resolutions No. 17-18-09, David “Forrest” Peck and No. 17-18-10, Andrew J. Bone**

Betsy Earls read the retirement resolution for David “Forrest” Peck.

Ed Dodson moved and Jackie Franke seconded a motion to approve Retirement Resolution No. 17-18-09 for David “Forrest” Peck.

The motion CARRIED.

Ken Hector read the retirement resolution for Andrew J. Bone.

Ron Pittman moved and Jackie Franke seconded a motion to approve Retirement Resolution No. 17-18-10 for Andrew J. Bone.

The motion CARRIED.

### **J. ACTION**

Neva Hutchinson moved and Betsy Earls seconded a motion to approve action items 1–4:

1. Approval of College Policies #6050, Chemeketa Community College Debt Policy; #6120, Payment of Wages; and #6130, Payment of Wages in Advance
2. Approval of Diesel Technology Associate of Applied Science Degree
3. Approval of Grants Awarded July 2017–September 2017
4. Acceptance of Program Donations July 1, 2017 through September 30, 2107

The motion CARRIED.

### **K. APPENDICES**

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

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**L. FUTURE AGENDA ITEMS**

None were heard.

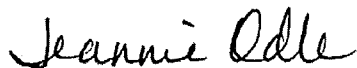
**M. BOARD OPERATIONS**

None were heard.

**N. ADJOURNMENT**

The meeting adjourned at 7:40 pm.

Respectfully submitted,



Board Secretary



Board Chair



President/Chief Executive Officer

10-18-2017

Date



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

### **Prepared by**

Isaac Acosta, ASC Executive Coordinator

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### ASC PAST EVENTS

#### Green Transit Fair

- On Wednesday, October 25 from 11 am–2 pm multiple organizations tabled in the Student Center in Building 2 to educate students on the effects of transportation on the environment as well as teaching students about alternative commuting and transportation options. The event was a success marked by having the ability to utilize the new student card-reader system that effectively documented the participation of 85 students and staff during the event.

#### Halloween Club Fair

- Fabian Curiel (Clubs Coordinator) organized the fall 2017 Halloween-themed Club Fair. Students were able to find out what clubs at Chemeketa offer. The fair took place on October 31 from 11 am–2 pm in the Student Center.

#### Trick or Treat for Hunger

- The Trick or Treat for Hunger Food Drive occurred on October 31 in Building 2, Student Center, from 5 pm–8 pm. Student teams ventured to local neighborhoods asking for donations for the Chemeketa Food Pantry.

#### Halloween Dance

- The Triangle Club and Video Game club hosted Chemeketa's first Halloween Dance on October 31. Games, contests, food, drink, and good music were provided in Building 2 in the Student Center to celebrate the holiday.

#### Community Service Fair

- The fair was coordinated by Sara Vega (Community Engagement Coordinator) on November 8 from 11 am–2 pm in Building 2, Student Center. It provided community resources tabling to educate Chemeketa students on ways to get involved in community service.

#### Food for Thought: When Inclusivity Becomes Exclusive

- Anthony Rosario (Legislative Coordinator) and Fabian Curiel (Student Clubs Representative) organized Food for Thought on November 9 from 12–2 pm in the Student Center in Building 2. The Food for Thought event focused on how to promote true inclusivity and ways to avoid discrimination when hosting events.

## ASC CURRENT EVENTS

### Night Strike

- Night Strike is coordinated by Sara Vega (Community Engagement Coordinator) and Jerry Clark. Volunteers will meet on November 16 in Building 2, Room 178 at 5 pm and eat dinner before leaving to the Portland area to provide different needs for the homeless.

### Oregon Students of Color Coalition Conference

- The Oregon Student Association hosts the Oregon Students of Color Conference from November 17–19 at the University of Oregon. The theme is Radical Organizing in Oregon and Transforming Solidarity with a focus on education around social and political inequalities for students of color.

### Food for Thought: To Bee or not to Bee

- On November 21, the Phi Theta Kappa honor society is giving a presentation on the dangers concerning the declining bee population and its effects on produce. The event will take place in the Building 2, Student Center.

## ASC FUTURE EVENTS

### Blood Drive

- Coordinated by Fabian Curiel (Student Clubs Coordinator) and Sara Vega (Community Engagement Coordinator), Chemeketa will be hosting a Red Cross blood drive on November 29–30 in Building 8, Room 201.

### Festival de Noche Buena

- On November 30, the Latino Representatives club, in conjunction with the Department of Student Retention and College Life, will host the Festival de Noche Buena in the Student Center in Building 2 to celebrate the Mexican tradition of Las Posadas with activities and food.

### Holiday Harvest Day of Service

- On December 1 from 9:30 am–12 pm Holiday Harvest Day of Service will take place in Building 2, in the Student Center, to educate students about Marion-Polk Food Share and the issues surrounding food insecurity in the community.

## MULTICULTURAL STUDENT SERVICES (MSS) CURRENT EVENTS

### Study Nights

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

## MSS PAST EVENTS

### African-American Student Success Community Forum

- On October 12, 2017, Chemeketa Multicultural Student Services hosted Salem-Keizer School District and the Office of Student Equity, Access and Advancement. They had over 258 parents, students, and community members attend the first African-American Student Success Community Forum in the Student Center. There were community resource agencies (TRIO, SKEF, and STEP, Boys to Men, NAACP, Marion County Sheriff's Department, Salem Police Department, and Catholic Community Services) which connected parents and students to resources throughout the community.

## CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

### Prepared by

Justus Ballard, President—Chemeketa Faculty Association

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### OREGON EDUCATION ASSOCIATION (OEA) COMMUNITY COLLEGE COUNCIL REPORT

The OEA Community College Council met on October 27 and 28. A variety of issues were discussed, and here is one highlight:

While the OEA and American Federation of Teachers (AFT) are aware that the 2018 short session of the legislature is not necessarily conducive to passing major legislation, one priority of both unions is to continue to advocate for legislation establishing health-insurance coverage for part-time higher education faculty.

### THE PACE OF BARGAINING

Since mid-October, members of the bargaining team and officers on the CFA Executive Board have heard concerns from faculty about the pace of bargaining. The bargaining team finished presenting its proposals at the June 13 bargaining session and has been awaiting responses from the administration's team since bargaining resumed in mid-September.

What follows is a representative sampling of three categories of concerns that have been expressed (please note that the quotations are not direct quotations from any specific individuals, but rather serve to illustrate the content and tone of the particularly concern category):

Expressions of mild annoyance: "What is taking so long? Is this an intentional delaying tactic on the part of the administration, or are they just not doing their jobs?"

Expressions of disappointment: "It seems like they're not taking bargaining seriously, which seems like a sign of disrespect."

Expressions of increasing frustration: "Thanks to the insurance increases and the fact that we didn't get step increases this year, I've essentially taken a pay cut. How long are they going to draw this out? Why isn't the CFA pushing harder to get a response to the financial package proposals?"

The administration's bargaining team has stated that they intend to bring forward their responses to the CFA's financial proposals at the bargaining session scheduled for November 14.

## **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

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### **NEW NEW NEW (MEMBERS)!**

#### **Facilities Services**

- Ashley Taylor is a new custodian 1 in Facilities & Operations as of November 6, 2017.

#### **Financial Services**

- Sarah Viscuso joined Library and Learning Resources on October 17, 2017, as the new financial services technician I replacing Linda Crosby who recently retired.

### **PROMOTIONS, JOB CHANGES AND TEMPORARY ASSIGNMENTS**

- Lisa Mauschbaugh-Lobo is leaving the front desk of Human Resources but not the department. Lisa is the new department specialist as of October 11, 2017, replacing Taisa Chernishoff who now works in Health, Human Performance and Athletics.
- Emily Ross, instructional technician for Early Childhood Education, is trying on a temporary appointment as a 10-month instructional specialist position in the department from October 9, 2017, through June 30, 2018, replacing Heather Hann who is temporarily filling the instructional coordinator position.

## **CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION**

### **Prepared by**

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

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The exempt board met on Wednesday, November 8, to plan the year's activities including the lunch following Admin Team on December 6.

### **EMPLOYEE RECOGNITION**

A breakfast to recognize employees for 5-and 10-years of service will be held on November 20. The following exempt employees will be recognized for their milestones of service:

- 5 Years: Paul Davis, Chris Kato, Adam Mennig, Alba Scholz, Meredith Schreiber
- 10 Years: Nette Abderhalden, Mary Cooper, Denise Galey-Oldham, Abby Hoffar, Bill Kohlmeier, Diane McLaran, Steve Patterson, Stacey Wells

## **ADVISORY COMMITTEES FOR 2017–2018**

### **Prepared by**

Johnny Mack, Executive Dean—Career and Technical Education  
Jim Eustrom, Vice President—Instruction and Student Services/  
Campus President, Yamhill Valley

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Advisory committees play a significant role in the development of Chemeketa's educational programs. Each year recognized and respected specialists, representing a cross-section of their occupational fields, are recruited from throughout the college's district to serve three-year terms on career and technical advisory committees. The members, with their understanding of the needs of employers and employees in the community, provide assistance in developing and maintaining programs and curricula which reflect the needs of the workplace. There are close to 300 community members serving on college advisory boards.

Advisory committee membership lists for the 2017–2018 academic year are provided to the College Board of Education for review prior to approval at the December Board of Education meeting.

**Chemeketa Community College  
Advisory Committees  
for 2017–2018**

**Role**

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

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

**Advisory Committees**

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



**Accounting Advisory Committee  
2017–2018**

**Degrees and Certificates**

Accounting Associate of Applied Science  
Accounting Baccalaureate Preparation Certificate of Completion  
Accounting Certificate of Completion  
Payroll Certificate of Completion  
Tax Preparation Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Scoles	Shari	Hoots, Weyant, Baker & Wiley, P.C.	Salem
Vice Chair	Vidal	Trudy	DAS, State Controller's Division	Salem
Member	Blanchard	Michael	Johnson, Glaze & Co. CPAs, P.C.	Salem
Member	Henton	Laura	Accountemps	Eugene
Member	Jackson	Vickie	AccurAccounts, Inc.	Keizer
Member	Ray	Becky	NW Senior & Disability Services	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**AgriBusiness Management Advisory Committee  
2017–2018**

Non-credit Workforce Training

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Boyle	Bob	Northwest Farm Credit Services	Salem
Vice Chair	Tietze	Deke	Columbia Bank	Salem
Member	Burkhead	Jenni	J Farms, LLC	Amity
Member	Duerst	Douglas	IOKA Farms, Inc.	Silverton
Member	Dusschee	Dan	Freedom Hill Vineyard	Dallas
Member	Goddik	Arne	Arne Goddik Farms	Dayton
Member	Kuenzi	Terry	Kuenzi & Company, LLC	Salem
Member	Quiring	Ron	Quiring Farms	Rickreall
Member	Sprenkle	Donna	Linn County Farm Service Agency	Tangent
Member	Stein	Ralph	Yamhill Vineyards	Yamhill
Program Director	Sandrock	Jessica	Chemeketa Community College/Eola	Salem

**Automotive Technology Advisory Committee  
2017–2018**

**Degrees and Certificates**

Automotive Technology Associate of Applied Science  
Automotive Body Repair Certificate of Completion  
Automotive Entry Level Technician Certificate of Completion  
Automotive Machining Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Pastrie	Chris	Baxter Auto Parts/Performance Warehouse	Salem
Vice Chair	Schaeffer	David	World of Speed	Wilsonville
Member	Bowyer-Gottfried	Amy	Capitol Subaru	Aumsville
Member	Jensen	Craig	Davison Auto Parts	Silverton
Member	Lehman	Evan	Roberson Motors	Salem
Member	Lucas	Shawn	Capitol Chevrolet Cadillac	Salem
Member	Ragan	Margaret	Northwest Automotive Trades Association	Portland
Member	Sochia	Bryan	Certified Automotive Repair	Salem
Member	Wimp	Josh	Falck Northwest	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Building Inspection Technology Advisory Committee  
2017–2018**

**Degrees and Certificates**

Building Inspection Technology Associate of Applied Science

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Bateman	Brooks	City of Newberg	Newberg
Member	Carlson	Dan	City of Wilsonville	Wilsonville
Member	Cowen	Crystle	City of Portland, Bureau of Development Services	Portland
Member	Cuno	Ted	City of Dallas	Dallas
Member	Jackson	Warren	Marion County	Salem
Member	Jones	Daryl	City of Silverton	Silverton
Member	Kennedy	Jeff	City of Independence	Independence
Member	McGuire	Steve	Lane County	Eugene
Member	Phelps	Jason	City of Hillsboro Building Department	Hillsboro
Member	Piercy	Janell	City of Portland, Bureau of Development Services	Portland
Member	Stutzman	Gary	City of Albany	Albany
Member	Tamerhoulet	Rebai	City of Salem	Salem
Program Director	Miller	Glen	Chemeketa Community College/Polk	Dallas

**Business Management Advisory Committee  
2017–2018**

**Degrees and Certificates**

Management Associate of Applied Science  
Procurement and Supply Chain Management Associate of Applied Science  
Procurement Management Certificate of Completion  
Retail Management Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Lamb	Sue	Dallas Retirement Village	Dallas
Chair	Molyneaux	Erin	Phiz Spa	Salem
Vice Chair	Bevington	Al	New York Life Insurance	Salem
Member	Cobos	Pam	MaPS Credit Union	Salem
Member	DeSantis	Ken	DeSantis Landscapes	Salem
Member	Jackson	Jay	DAS Policy	Salem
Member	Morris	John	Oregon State University College of Business	Corvallis
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Business Technology Advisory Committee  
2017–2018**

**Degrees and Certificates**

Administrative Office Professional Associate of Applied Science  
Accounting Administrative Assistant Associate of Applied Science Degree Option  
Medical Administrative Assistant Associate of Applied Science  
Virtual Office Assistant Associate of Applied Science Degree Option  
Business Software Certificate of Completion  
Business Technology Certificate of Completion  
Office Fundamentals Certificate of Completion  
Virtual Office Assistant Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Adkins	Michele	Salem Electric	Salem
Member	Gregg	Mel	City of Salem—Human Resources	Salem
Member	Sime	Kathy	Salem Police Department	Salem
Member	Wyland	Heather	Oregon Travel Experience	Salem
Member	Zavala	Sara	Marion County Sheriff's Office	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Computer Information Systems Advisory Committee  
2017–2018**

**Degrees and Certificates**

Computer Systems and Information Technology Associate of Applied Science  
Computer Programming Certificate of Completion  
Systems Administrator and Network Security Certificate of Completion  
Web Developer Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Bradfield	Eric	Salem Keizer Public Schools	Salem
Vice Chair	Farris	Ammon	Helion Software, Inc.	Salem
Member	Baldwin	Craig	Not Listed	
Member	Casady	Chad	PH Tech	Salem
Member	Gawne	Andrew	Department of Consumer & Business Services, State of Oregon	Salem
Member	Palacios	Dan	Department of Consumer and Business Services	Salem
Member	Rich	Kevin	Bookbyte	Salem
Member	Roberson	Kathy	McNary High School	Keizer
Member	Zavala	Francisco	Linn Benton Lincoln ESD	Albany
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Criminal Justice Advisory Committee  
2017–2018**

**Degrees and Certificates**

Corrections Associate of Applied Science  
Criminal Justice Associate of Applied Science  
Juvenile Justice Associate of Applied Science  
Law Enforcement Associate of Applied Science  
Basic Corrections Certificate of Completion  
Basic Law Enforcement Certificate of Completion  
Juvenile Corrections Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Ninman	Gary	Department of Corrections	Salem
Vice Chair	Fergus	Levi	Newburg-Dundee Police Department	Salem
Member	Aljets	Shawn	Silverton Police Department	Silverton
Member	Collins	Tony	Willamette Valley Communications Center	Salem
Member	Cox	Steve	Oregon Department of Corrections	Salem
Member	Crabtree	Jack	McMinnville School District	McMinnville
Member	Daniel	Mark	Sherwood Police Department	Sherwood
Member	Miller	Skip	Salem Police Department	Salem
Member	Ramsey	Jacob	Marion County Sheriff's Office	Salem
Member	Ruby	Jeremy	Yamhill County Sheriff's Office	McMinnville
Member	Tallan	Darrell	Monmouth Police Department	Monmouth
Member	Taylor	Don	Turner Police Department	Turner
Member	Thompson	Sid	OR Board of Parole & Post-Prison Supervision	Salem
Member	White	Christopher	Marion County Sheriff's Office	Salem
Program Dean	Roache	Marshall	Chemeketa Community College	Brooks



**Dental Assisting Advisory Committee  
2017–2018**

**Degrees and Certificates**

Dental Hygiene Bachelor of Science (Oregon Institute of Technology partnership)  
Dental Assisting Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Butterfield	Rachel	Dr. Eyre—Oral Surgery	Salem
Vice Chair	Rollins	Abigail	Private Practice	Salem
Member	Carriger	Haylee	Keizer Permanente	Salem
Member	Crawford	Tonya	Dr. Heiman—Yamhill Endodontics	Lafayette
Member	Fleeman	Sally	Dr. Weston Morrill	Dallas
Member	Mitchell	Leslie	Private Practice	Newberg
Member	Ray	Tricia	Private Practice	Salem
Member	Woolsey	Matthew	Private Practice	Dallas
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Drafting Technology Advisory Committee  
2017–2018**

**Degrees and Certificates**

Computer-Assisted Drafting (CAD) Associate of Applied Science  
Architectural Drafting Certificate of Completion  
Computer-Assisted Drafting (CAD) Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	DeLeon	Eric	OBEC Consulting Engineers	Salem
Member	Benthin	Lyndsay	CH2M-Hill Engineers & Planners	Corvallis
Member	Costic	Katie	AC + Co Architecture   Community	Salem
Member	Crabb	Sean	MSC Engineers, Inc.	Salem
Member	Galindo	Jahaziel	Lenity Architecture	Salem
Member	James	Brenda	Product Delivery Group, LLC	Salem
Member	Perry	Ben	Landis Consulting Engineering Services	Salem
Member	Reichelderfer PE	Barry	Evergreen Engineering, Inc.	Eugene
Member	Shanahan	Jim	Gaylord Ventilation	Tualatin
Member	Tallan	Todd	Westech Engineering	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Early Childhood Education Advisory Committee  
2017–2018**

**Degrees and Certificates**

Early Childhood Education Associate of Applied Science  
Early Childhood Education Certificate of Completion  
Infant/Toddler Certificate of Completion  
Preschool Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Weatherly	Cheryl	Salem-Keizer Head Start	Salem
Member	Barrows	Wendy	Mid-Willamette Valley Community Action Head Start	Salem
Member	Cagle	Mary Jane	North Salem High School	Salem
Member	Clark	Jennifer	Circle of Friends Family Child Care	Silverton
Member	Fletcher	Chris	Top Dog Travel	Salem
Member	Meneley	Cheri	Head Start of Yamhill County	McMinnville
Member	Morejohn	Jenn	Head Start of Yamhill county	McMinnville
Member	Nicholson-Nelson	Gil	Private Practice LCSW	Salem
Member	Noud	Roxanne	Not Listed	Salem
Member	Reeves	Jon	Mid-Willamette Valley Community Action Head Start	Salem
Member	Schoepper	Ann	Not Listed	Silverton
Member	Stanley	Mandy	Western Oregon University	Salem
Member	Suefert	Julie	Community Action Head Start	Salem
Member	Vandehey	Shannon	Community Action Child Care Resource & Referral of Marion, Polk & Yamhill Counties	Salem
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Electronic Technologies Advisory Committee  
2017–2018**

**Degrees and Certificates**

Electronic Engineering Technician Associate of Applied Science  
Computer Electronics Associate of Applied Science Option  
Industrial Electronics Associate of Applied Science Option  
Process Control Technology Associate of Applied Science Option  
Renewable Energy Management Associate of Applied Science Option  
Electronics Certificate of Completion  
Process Control Certificate of Completion  
Network Technology Essentials Certificate

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Cunningham	Joseph	Oregon Emergency Management	Salem
Vice Chair	Grunberg	Keith	CoastCom, Inc.	Keizer
Member	Bennett	Joan	Oregon Cherry Growers	Salem
Member	Blair	Ray	CISCO Systems	Lake Oswego
Member	Haider	Laer	Oregon DHS, OHA	Salem
Member	Harris	Blain	Meduri Farms	Dallas
Member	Hudnall	Randy	UTI Worldwide	Keizer
Member	Kaufman	Neil	Cascade Microtech, Inc.; Production Probe Division	Silverton
Member	Kumler	Ryan	Meduri Farms Inc	Keizer
Member	Luebbers	Dominic	Oregon State Police	Salem
Member	Rosanbalm	Michael	unknown	Aumsville
Member	Scott	John	Turitt Bros. Inc.	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Emergency Medical Technology Advisory Committee  
2017–2018**

**Degrees and Certificates**

Paramedicine Associate of Applied Science

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Brumfield	Todd	Dallas Fire Department	Dallas
Member	Benmoussa	Gabriel	City of Salem Fire Department	Salem
Member	Bohrer-Clancy	Jesse	Silverton Hospital	Silverton
Member	Grimes	Toni	Woodburn Ambulance	Salem
Member	Mauer	Adam	Santiam Hospital	Stayton
Member	Mayfield	Mike	Polk County Fire District #1	Independence
Member	Mount	Dale	McMinnville Fire Department	McMinnville
Member	Pratt	Jennifer	Falck	Salem
Member	Riley	Terry	Marion County Fire District #1	Salem
Member	Russell	Ryan	Keizer Fire District	Keizer
Program Dean	Roache	Marshall	Chemeketa Community College	Brooks

**Fire Protection Technology Advisory Committee  
2017–2018**

**Degrees and Certificates**

Fire Prevention Associate of Applied Science

Fire Suppression Associate of Applied Science

Fire Service Supervision and Management Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Riley	Terry	Marion County Fire District #1	Salem
Chair	Blanco	Hector	Keizer Fire District	Keizer
Member	Cane	Jason	Oregon Office of State Fire Marshall	Salem
Member	DeCarlo	Carl	Salem Fire Department	Salem
Member	Hannon	Jay	Woodburn Fire District	Woodburn
Member	Haven	Alex	Newberg Fire	Newberg
Member	Hoxie	Sean	Dallas Fire Department	Dallas
Member	Hume	Alan	Sublimity Fire District	Sublimity
Program Dean	Roache	Marshall	Chemeketa Community College	Brooks

**Health Information Management Advisory Committee  
2017–2018**

**Degrees and Certificates**

Health Information Management Associate of Applied Science

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Deaton	Kathy	WVP Group	Dallas
Vice Chair	Brainard	Susan	Santiam Hospital	Stayton
Member	Irving	Loretta	OSCO/SCI/MCCF, Health Services	Salem
Member	Layton	Michelle	Salem Clinic	Salem
Member	Richards	Ashley	Salem Hospital	Salem
Member	Smith	Adriene	Salem Clinic	Salem
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Hemodialysis Technician Advisory Committee  
2017–2018**

**Degrees and Certificates**

Hemodialysis Technician Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Beatty	Kendall	Fresenius Medical Care	Beaverton
Member	Chan	Dexter	Fresenius Medical Care	Portland
Member	Gomez	Debbie	Fresenius	Portland
Member	Kaczor-Roach	Stacy	DaVita	Salem
Member	Mohindra	Misha	Not Listed	Corvallis
Member	Rodriguez	Trish	DaVita	Portland
Member	Sheeley	Kyle	DaVita	McMinnville
Member	Stowell	Casey	Fresenius Medical Care	Mt Lakes/ Portland
Program Director	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville



**Horticulture Advisory Committee  
2017–2018**

**Degrees and Certificates**

Horticulture Associate of Applied Science

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Tancredi	Val	Retired	Salem
Chair	Zielinski	Josh	Alpha Nursery	Salem
Member	Bailey	Rod	Alder Springs Enterprises	Salem
Member	Fernandez-Salvador	Javier	OSU Marion County Extension	Salem
Member	Fischer	Jim	Retired	Salem
Member	Hibbard-Swanson	Jared	Marion-Polk Food Share	Salem
Member	Knobloch	Brenda	Salem-Keizer Education Foundation	Salem
Member	Schmidt	Ron	Woodburn Nursery and Azaleas	Woodburn
Member	Stone	Jeff	Oregon Association of Nurseries	Wilsonville
Member	Weeks	Bradley	Weeks Berry Nursery	Keizer
Program Director	Sandrock	Jessica	Chemeketa Community College/Eola	Salem

**Hospitality and Tourism Management Advisory Committee  
2017–2018**

**Degrees and Certificates**

Hospitality and Tourism Management Associate of Applied Science  
Event Management Certificate of Completion  
Food and Beverage Management Certificate of Completion  
Lodging Management Certificate of Completion  
Tourism and Travel Management Certification of Completion  
Hospitality and Tourism Management Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Member	Dieker	Christine	Keizer Chamber of Commerce	Keizer
Member	Dodge	Ron	Oregon Department of Education	Salem
Member	Fitzgerald	Kristi	Salem Boys and Girls Club	Salem
Member	Grace	Melissa	Evergreen Aviation	McMinnville
Member	Hyland	Jillian	Residence Inn Portland South/Lake Oswego	Portland
Member	Kelsh	Sheryl	Chehalem Valley Chamber of Commerce	Newberg
Member	Leonard	Alisha	Oregon Garden	Silverton
Member	McColly	Marla	Salem Chamber of Commerce	Salem
Member	Popkin	Wendy	ORLA Education Foundation	Wilsonville
Member	Reynolds	Jim	Food Services of America (FSA)	Woodburn
Member	Shultz	Janet	Spirit Mountain Casino	Grande Ronde
Member	Winokur	Kaitlyn	Pillar Hotels	Salem
Member	Worotikan	Albert	Western Oregon University	Monmouth
Program Director	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville

**Human Services Advisory Committee  
2017–2018**

**Degrees and Certificates**

Addiction Studies Associate of Applied Science  
Social Services Associate of Applied Science  
Addiction Counselor Certification Preparation Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Winningham	Robert	Western Oregon University	Monmouth
Vice Chair	Davis	Trish	Marion County Behavioral Health	Salem
Member	Blea	Phillip	Marion County Behavioral Health	Salem
Member	Erb	Ashley	Shangri-La	Salem
Member	Jenne	Maureen	Emergence Addiction & Behavioral Therapies	Eugene
Member	Lief	Jennifer	Polk County Mental Health & Addiction Services	Dallas
Member	Northcott	Kevin	Bridgeway Recovery Services	Salem
Member	Pritt	Tanya	Milestones Family Recovery	Corvallis
Member	Walker	Che	Partnerships in Community Living, Inc.	Monmouth
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Machining Technology Advisory Committee  
2017–2018**

**Degrees and Certificates**

Computer-Aided Design/Computer-Aided Manufacturing (CAD/CAM) Associate of Applied Science

Basic Manufacturing Technician Certificate of Completion

Computer-Aided Manufacturing (CAM) Fundamentals Certificate of Completion

Computer Numerically Controlled (CNC) Operator Certificate of Completion

Manual Machine Operator Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Domeyer	Kaleb	GK Machine Corp	Salem
Member	Benjamin	John	SECO Tools Inc	Tualatin
Member	Burns	Ron	River City Machine	Salem
Member	Davis	Jeremiah	A-dec	Newberg
Member	Grob	Andreas	SECO Tools	Milwaukie
Member	Harbord	Doug	DMG Mori	Lake Oswego
Member	Jones	Travis	Innovative Manufacturing and Design	Salem
Member	Keyser	Mike	Hill Brothers Machine	Salem
Member	Marsh	David	DMG Mori	Lake Oswego
Member	Murphy	Randy	DMG Mori	Hubbard
Member	Russ	Rick	Ulven Companies	Hubbard
Member	Ulven	Mike	Ulven Companies	Hubbard
Member	Witmer	Steve	DMG Mori	Lake Oswego
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Medical Assisting Advisory Committee  
2017–2018**

**Degrees and Certificates**

Medical Assisting Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Powers	Nichole	Kaiser Permanente	Salem
Vice Chair	Deaton	Kathy	WVP Medical Group	Dallas
Member	Armstrong	Janette	Salem Health	Salem
Member	Blair	Tashina	Grand Ronde	Grand Ronde
Member	Dodson	Stacie	Samaritan Health	Corvallis
Member	Easterly	Kenna	Willamette Valley Clinics	McMinnville
Member	Eldridge	Michelle	WVP Medical Group	Salem
Member	Irving	Loretta	OSCI	Salem
Member	Kennard	Pat	The Doctors' Clinic	Salem
Member	Litke	Teri	Vida Family Medicine	Salem
Member	Shedd	Pam	Salem Clinic	Salem
Member	Strong	Alexis	Silver Falls Dermatology and Allergy	Stayton
Member	Weinhold	Christy	Samaritan Health	Corvallis
Program Director	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville

**Nursing Education Advisory Committee  
2017–2018**

**Degrees and Certificates**

Nursing Associate of Applied Science  
Practical Nursing Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Wolfe	Sarah	Salem Hospital	Salem
Vice Chair	McCallum	Angi	Dallas Retirement Village	Dallas
Member	Blair	Damion	Oregon State Hospital	Salem
Member	Carver	Sabrina	Providence Benedictine Nursing Center	Mt. Angel
Member	Divelbiss	Amy	North Salem High School	Salem
Member	Fifer	Pam	George Fox University School of Nursing	Newberg
Member	Hutchinson	Pam	Marion County Health Department	Salem
Member	Irving	Loretta	Oregon Department of Corrections	Salem
Member	Rivera	Amanda	McKay High School	Salem
Member	Scheel	Julianne	Willamette Valley Medical Center	McMinnville
Member	Sheets	Geralyn	Silverton High School	Silverton
Member	Shubin	Desi	Willamette Valley Medical Center	McMinnville
Member	Stenger	Cynthia	Samaritan Health Services	Corvallis
Member	Wysock	Christine	Salud Medical Center	Woodburn
Program Dean	Kellogg	Sandi	Chemeketa Community College	Salem

**Occupational Skills Training Advisory Committee  
2017–2018**

**Degrees and Certificates**

Occupational Skills Training Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Marinos	Deborah	Disability Network and Resource Facilitator	Silverton
Member	Garren	Steve	Oregon DMV	Salem
Member	May	Carol	Salem-Keizer School District	Salem
Member	Nichols	Marilyn	Oregon State Hospital	Salem
Member	Robinson	Melissa	University of Western States	Portland
Member	Schreiber	Kelly	Worksource Oregon/ResCare	Salem
Member	Sisemore	Linda	North Salem Vocational Rehabilitation Services	Salem
Member	Ulrich	Marilyn	Oregon Employment Department Trade Act.	Salem
Member	Wolcott	Sherry	Oregon Employment Department	Salem
Member	Young	Cheryl	Marion-Polk Food Share	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Pharmacy Technology Advisory Committee  
2017–2018**

**Degrees and Certificates**

Pharmacy Management Associate of Applied Science  
Pharmacy Technician Certificate of Completion

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



**Robotics Advisory Committee  
2017–2018**

**Degrees and Certificates**

Robotics Associate of Applied Science

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Cunningham	Joseph	Oregon Emergency Management	Salem
Vice Chair	Grunberg	Keith	CoastCom, Inc.	Keizer
Member	Bennett	Joan	Oregon Cherry Growers	Salem
Member	Blair	Ray	CISCO Systems	Lake Oswego
Member	Haider	Laer	Oregon DHS, OHA	Salem
Member	Harris	Blain	Meduri Farms	Dallas
Member	Hudnall	Randy	UTI Worldwide	Keizer
Member	Kaufman	Neil	Cascade Microtech, Inc.; Production Probe Division	Silverton
Member	Kumler	Ryan	Meduri Farms Inc	Keizer
Member	Luebbers	Dominic	Oregon State Police	Salem
Member	Rosanbalm	Michael	unknown	Aumsville
Member	Scott	John	Turitt Bros. Inc.	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Speech-Language Pathology Assistant Advisory Committee  
2017–2018**

**Degrees and Certificates**

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

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Price	Jennie	Intermountain ESD	Pendleton
Vice Chair	Ryan	Cindy	Western Oregon University	Monmouth
Member	Grey	DebraLee	Salem Hospital	Salem
Member	Levinson	Deborah	Harrisburg School District	Harrisburg
Member	Roberts	Heidii	Clackamas Speech	Clackamas
Program Director	Davis	Paul	Chemeketa Yamhill Valley Campus	McMinnville

**Visual Communications Advisory Committee  
2017–2018**

**Degrees and Certificates**

Graphic Design Associate of Applied Science  
Interactive Media Associate of Applied Science Option

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Lyon	Jessica	Pivot	Turner
Vice Chair	Minten	Marsha	Maps Credit Union	Salem
Member	Bailey	Jacob	Sea Legs Media	Salem
Member	Bolesky	Jeremy	Leopold Ketel & Partners	Portland
Member	Cox	Ron	Corban University	Salem
Member	Lorentz	Kerry	Statesman Journal	Salem
Member	Mair Lowery	Matt	Wire Creative	Milwaukie
Member	Thomas	Vin	Fixel	Salem
Member	Watson	Brian	Sea Legs Media	Salem
Member	Wright	Mike	Willamette University	Salem
Member	Wytcherley	Brian	Free Lance Photographer	
Program Dean	Taylor	R.	Chemeketa Community College	Salem

**Welding Technology Advisory Committee  
2017–2018**

**Degrees and Certificates**

Welding Fabrication Associate of Applied Science  
Welding Certificate of Completion  
Arc Welding Certificate of Completion  
MIG Welding Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	Bender	Bob	Industrial Welding Supply	Salem
Vice Chair	Johnson	Marty	Unknown	West Linn
Member	Fery	Eric	Ag Chains Plus, Inc.	Sublimity
Member	Gaskins	Pete	unknown	Salem
Member	Joseph	Brian	JV Northwest	Salem
Member	Kintner	Ray	Industrial Welding Supply	Jefferson
Member	Martin	John	Zephyr Engineering	Salem
Program Dean	Cheyne	Larry	Chemeketa Community College	Salem

**Wine Studies Advisory Committee  
2017–2018**

**Degrees and Certificates**

Vineyard Management Associate of Applied Science  
Winemaking Associate of Applied Science  
Vineyard Operations Certificate of Completion

<b>Role on Committee</b>	<b>Last Name</b>	<b>First Name</b>	<b>Organization</b>	<b>City</b>
Chair	O'Brien	Betty	Elton Vineyards	Salem
Member	Bailey	Bob	Northwest Vineyard Services	Amity
Member	Beck	Jeanne	Crawford Beck Vineyard	Amity
Member	Boskov	Bree	Oregon Wine Board	Portland
Member	Casteel	Ted	Bethel Heights Vineyards	Salem
Member	Chambers	Marie	Oregon Wine Board	Portland
Member	Collier	Christine	Willamette Valley Vineyards	Turner
Member	Crank	Don	Hawks View Vineyards	Sherwood
Member	Davis	Andrew	The Radiant Sparkling Wine Company, LLC	McMinnville
Member	Ford	Lowell	Illaha Vineyards	Salem
Member	Keegan	Eugenia	Jackson Family Wines	Yamhill
Member	Miller	John	Mahonia Vineyards	Salem
Member	Olson	Mary	Airlie Winery and Dunn Forest Vineyard	Monmouth
Member	Panichkul	Victor	Stoller Family Estate	Dayton
Member	Skinkis	Patricia A.	Oregon State University	Corvallis
Member	Spearman-Eskelsen	Nicole	Yamhill-Carlton High School	Yamhill
Member	Thomson	Steve	Cristom Vineyards	Salem
Member	West	Paden	Isabelle Meunier Consulting	McMinnville
Program Director	Sandrock	Jessica	Chemeketa Community College/Eola	Salem

**COLLEGE POLICIES #6270—SITE, BUILDING, AND ROOM IDENTIFICATION;  
#6280—GIFTS AND DONATIONS; #6510—INSURANCE (RISK MANAGEMENT)  
AND #7010—COMMUNITY SERVICES**

**Prepared by**

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

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**SITE, BUILDING, AND ROOM IDENTIFICATION—POLICY #6270**

This policy was last reviewed by the board in March 2015. There are no recommended edits to this policy.

**GIFTS AND DONATIONS—POLICY #6280**

This policy was last reviewed by the board in April 2015. The only minor edits capitalized the word procedure and added a number for easier reference.

**INSURANCE (RISK MANAGEMENT)—POLICY #6510**

This policy was last reviewed by the board in January 2015. This policy has one edit in the first paragraph where a sentence was removed and placed as a stand-alone sentence at the end of the policy.

**COMMUNITY SERVICES—POLICY #7010**

This policy was last reviewed by the board in May 2015. The only minor edit rearranged the college's themes to align with the current version. Additionally, promises are no longer included in the college's mission statement so the word was deleted.

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 at the December board meeting.

Business Operations Series—6000

**SITE, BUILDING, AND ROOM IDENTIFICATION**

The Chemeketa Community College Board of Education will adopt names for all owned college sites.

The college administration has the delegated authority for assigning numbers to buildings and rooms. Additionally, college administration may name streets, parking lots, and functional units within buildings.

The College Board of Education may name a building or room (or change the name) and such name shall be used in addition to or in place of the numbering assigned by administration.

July 17, 1985

*Adopted College Board of Education*

April 18, 2007; June 29, 2011; March 18, 2015

*Revised College Board of Education*

September 20, 2006

*Reviewed College Board of Education*

Business Operations Series—6000

## **GIFTS AND DONATIONS**

Gifts and donations to Chemeketa Community College are encouraged and accepted in accordance with college ~~p~~Procedures: 6280.

July 17, 1985

*Adopted College Board of Education*

June 29, 2011; April 15, 2015

*Revised College Board of Education*

September 20, 2006

*Reviewed College Board of Education*



Business Operations Series—6000

**INSURANCE (RISK MANAGEMENT)**

Chemeketa Community College shall review and select insurance coverage to provide protection against the loss of or damage to physical facilities, equipment, and supplies owned or occupied by the college. ~~Other coverage will be reviewed to select workers' compensation coverage.~~ The college may include in its budget an amount to purchase such insurance or an amount determined on an actuarial basis to be sufficient to establish and maintain a self-insurance fund.

The college shall review and select insurance protecting against liability of the college and its officers, employees, and agents acting within the scope of their employment or duties and/or establish a self-insurance fund against such liability. The college may include in its budget an amount to purchase such insurance or an amount determined on an actuarial basis to be sufficient to establish and maintain a self-insurance fund.

Other coverage will be reviewed to select workers' compensation coverage.

October 23, 1991

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*Adopted College Board of Education*

September 20, 2006; June 29, 2011;

January 21, 2015

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*Revised College Board of Education*

College Relations Series—7000

**COMMUNITY SERVICES**

Chemeketa Community College may collaborate with other organizations to achieve the college ~~vision, mission, vision, values and core themes/~~promises, and values.

**Cleaned-up Version:**

Chemeketa Community College may collaborate with other organizations to achieve the college mission, vision, core themes, and values.

July 17, 1985

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*Adopted College Board of Education*

September 20, 2006; July 20, 2011;  
May 20, 2015

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*Revised College Board of Education*

## PERSONNEL REPORT

### Prepared by

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

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### NEW HIRES AND NEW POSITIONS

Ashley N. Taylor, Custodian I—Capital Projects and Facilities, College Support Services Division, limited duration position, 100 percent, 12-month assignment, Range A-2, Step 2.

Sarah J. 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

Lisa C. Mauschbaugh-Lobo, Department Specialist—Human Resources, Governance and Administration Division, replacement, 100 percent, Range B-3, Step 2, from Department Technician I—Human Resources, Governance and Administration Division.

Emily B. Ross, Instructional Specialist-10 month—Business, Technology, Early Childhood Education, and Visual Communications, Career and Technical Education Division, limited duration position, 100 percent, Range B-3, Step 1, from Instructional Technician-10 month—Business, Technology, Early Childhood Education, and Visual Communications, Career and Technical Education Division.

### RETIREMENTS

C. Steve Agee, Instructor-Automotive—Applied Technologies, Career and Technical Education Division, effective December 11, 2017.

Anne M. Etzel, Department Technician I-11 month—Business, Technology, Early Childhood Education and Visual Communications, Career and Technical Education Division, effective December 29, 2017.

Regalada “Reggie” Lombardi, Department/Project Coordinator/Analyst II—Capital Projects and Facilities, College Support Services Division, effective November 30, 2017.

### SEPARATIONS

Rebekah Phelps, Student Services Specialist—Advising and First Year Programs, Student Development and Learning Resources Division, effective October 31, 2017.

Tina L. Temple, Student Services Specialist—Corrections Education, General Education and Transfer Studies Division, effective November 3, 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

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The financial reports of the general fund and investments for the period from July 1, 2017, through October 31, 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 October 31, 2017

**Chemeketa Community College**  
**Statement of Resources and Expenditures**  
**As of October 31, 2017**

Fund 100000 - General Fund Unrestricted

	<b>ADJUSTED BUDGET</b>	<b>YEAR-TO-DATE ACTUAL</b>	<b>% OF BUDGET</b>	<b>VARIANCE TO BUDGET</b>
<b>Resources:</b>				
Property Taxes	20,690,000	239,938	1.16%	(20,450,062)
Tuition and Fees	20,950,000	8,363,491	39.92%	(12,586,509)
State Appropriations - Current	31,080,000	16,483,000	53.03%	(14,597,000)
Indirect Recovery	1,910,000	486,022	25.45%	(1,423,978)
Interest	230,000	40,256	17.50%	(189,744)
Miscellaneous Revenue	180,000	165,634	92.02%	(14,366)
Transfers In	500,000	-	0.00%	(500,000)
Fund Balance	8,800,000	-	0.00%	(8,800,000)
<b>Total Resources</b>	<b>84,340,000</b>	<b>25,778,341</b>	<b>30.56%</b>	<b>(58,561,659)</b>
<b>Expenditures:</b>				
Instruction	32,842,257	7,945,606	24.19%	24,896,651
Instructional Support	11,609,740	3,504,031	30.18%	8,105,709
Student Services	7,459,757	2,294,259	30.76%	5,165,498
College Support Services	15,668,307	5,088,449	32.48%	10,579,858
Plant Operation and Maintenance	6,609,939	1,809,030	27.37%	4,800,909
Transfers and Contingency	8,650,000	1,782,843	20.61%	6,867,157
<b>Total Expenditures</b>	<b>82,840,000</b>	<b>22,424,218</b>	<b>27.07%</b>	<b>60,415,782</b>
<b>Unappropriated Ending Fund Balance</b>	<b>1,500,000</b>			

**Chemeketa Community College  
Budget Status Report  
As of October 31, 2017**

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	7,851,586.00	2,510,840.73	4,936,445.52	404,299.75
6120	Classified Salaries	11,362,258.00	3,606,091.77	7,286,680.40	469,485.83
6124	Part-Time Hourly & Student Wages	1,286,540.00	367,635.52	-	918,904.48
6130	Faculty Salaries	15,303,163.00	3,474,646.16	10,688,619.05	1,139,897.79
6132	Part-Time Faculty	6,398,018.00	1,738,756.36	1,085,759.18	3,573,502.46
6510	Fixed Fringe Benefits	9,264,751.00	2,820,959.37	-	6,443,791.63
6511	Variable Fringe Benefits	12,765,702.00	3,385,023.05	-	9,380,678.95
6512	Other Fringe Benefits	380,000.00	102,493.00	-	277,507.00
	<b>Subtotal Personnel Services</b>	<b>64,612,018.00</b>	<b>18,006,445.96</b>	<b>23,997,504.15</b>	<b>22,608,067.89</b>

**27.87%**

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,863,489.00	300,741.03	-	1,562,747.97
720	Equipment \$500-\$4,999	264,725.00	22,405.65	-	242,319.35
7300	Legal Services	115,094.00	1,586.15	41,475.00	72,032.85
7310	Insurance	619,080.00	491,060.18	-	128,019.82
7320	Maintenance	536,145.00	151,112.59	83,674.59	301,357.82
7330	Communications	907,501.00	237,847.19	-	669,653.81
7340	Space Costs	1,850,252.00	349,758.60	2,265.00	1,498,228.40
7350	Staff Development	108,347.00	62,112.58	-	46,234.42
7360	Travel	348,457.00	73,849.90	-	274,607.10
7370	Other Services	2,803,490.00	938,803.05	261,555.24	1,603,131.71
7550	Capital Outlay	161,402.00	5,651.84	8,906.90	146,843.26
8150	Transfers Out	4,900,000.00	1,782,843.19	-	3,117,156.81
8500	Contingency	3,750,000.00	-	-	3,750,000.00
	<b>Subtotal Non-Personnel Services</b>	<b>18,227,982.00</b>	<b>4,417,771.95</b>	<b>397,876.73</b>	<b>13,412,333.32</b>
	<b>Report Totals</b>	<b>82,840,000.00</b>	<b>22,424,217.91</b>	<b>24,395,380.88</b>	<b>36,020,401.21</b>

**24.24%**

**STATUS OF INVESTMENTS AS OF OCTOBER 31, 2017**

<u>Oregon State Treasurer Investments</u>	<u>Investment Ending Date</u>	<u>Maturity Date</u>	<u>Amount Invested</u>	<u>Rate as of 10/31/2017</u>
Oregon Short-Term Fund - General	10/31/2017	On demand	\$30,196,825.50	1.45%
Oregon Short-Term Fund - Capital	10/31/2017	On demand	\$ 9,657,476.64	1.45%

13 week Treasuries 1.13% as of 10/31/2017

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

## **PURCHASING REPORT**

### **Prepared by**

P. Kevin Walther, Procurement Management Analyst  
Miriam Scharer, Associate Vice President—CSSD/Financial Management  
Julie Huckestein, President/Chief Executive Officer

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### **SKILLSOFT SOFTWARE FOR ONLINE TRAINING AND COMPLIANCE COURSES FOR COLLEGE EMPLOYEES AND TITLE IX TRAINING FOR COLLEGE STUDENTS**

In June 2015, the college completed a successful Pilot Program with SkillSoft Corporation of Neshua, New Hampshire (SkillSoft). They provided online training and compliance courses for college employees and Title IX of the Civil Rights Act of 1964 (Title IX) training for college students. Their products and services obtained a high level of college satisfaction.

It was determined in writing, in accordance with rules adopted under ORS 279A.065 and Chemeketa Community College Rules of Procurement rule #CCR.310, that this class of services was available from only one source. The college entered into a 5-year sole source contract for an amount not to exceed \$210,000 and notification was subsequently given to the college's Board of Education.

SkillSoft remains one of the primary delivery methods for employees and Title IX training for college students. They customize online compliance courses that specifically address the Family Educational Rights and Privacy Act (FERPA); Title IX; the Violence Against Women Act (VAWA); the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act); and college equity in hiring practices.

In 2017, SkillSoft made significant improvements to their training modules and delivery methods. The research and development costs associated with this have forced them to begin charging a 10 percent per year price increase to new customers. Contingent upon extending our current contract an additional three years, SkillSoft has offered to hold the college's yearly increase to three percent per year.

Pursuant to OAR 137-047-0800 and #CCR.302 the college may renegotiate the terms and conditions, including the contract price, of a contract without additional competition and amend a contract if all things considered, the renegotiated contract is at least as favorable to the college as the original contract. Findings that support this conclusion must be documented.

The following findings support the college's intent to renegotiate the terms and conditions, including the contract price, of the original 5-year sole source contract with SkillSoft for



Standard Report-3  
November 15, 2017

online training and compliance courses for college employees and Title IX training for college students:

- 1) It is unlikely that this process will encourage favoritism, or substantially diminish competition, by renegotiating this public contract and is reasonably expected to result in substantial cost savings to the college and to the public;
- 2) Over a three-year extension period, the college will pay approximately \$6,000 less than the current contract requires. At the conclusion of the three-year extension period, the college may exercise its right to enter into an additional two-year extension period beyond that. The overall savings of the two extensions combined would be approximately \$25,000;
- 3) SkillSoft software is a proprietary product. Their eLearning library has expanded to more than 7,000 courses, 65,000 videos and 46,000 books that are accessible to college employees. SkillSoft provides Spanish and Russian language versions of their curriculum at no additional cost to the college;
- 4) The electronic delivery of SkillSoft products continues to significantly reduce the cost of delivering mandatory compliance training and professional and leadership development training to college employees and Title IX training to college students. SkillSoft provides the supervisory employees with tools designed to track employees training and program participation;
- 5) The college has made significant investments in training and information technology infrastructure. Switching to a lessor product would create compatibility issues with the existing information technology infrastructure. Information derived from or stored by SkillSoft would have to be stored or converted to a new system;
- 6) Continuing to integrate the SkillSoft products and services into the college business practices is an effective utilization of an existing resource.

Pursuant to ORS 279A.065 and #CCR.302, notice is hereby given to the Board of Education that it is the college's intent to extend the sole source contract for online training and compliance courses for college employees and Title IX training for college students with SkillSoft Corporation of Neshua, New Hampshire for an additional three years with the option to renew the contract an additional two years beyond that, for a total amount not-to-exceed \$400,000.

## 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

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### PLANNING AND PRE-PLANNING CAPITAL PROJECTS

- Yamhill Valley Campus, Building 4—Oregon Kidney Clinic Tenant Improvement  
This project is also referred to as the “Nephrology Remodel.” The lease is signed by all parties, and the project is currently out for bid, with a closing date of November 14, 2017.

### PROJECTS UNDER CONSTRUCTION

- Salem Campus Athletics Field  
The project is currently out to bid with plans for an early spring construction start (weather permitting). Extensive outreach has been done to promote the project to potential bidders across a broader geographic area.

See Appendix–2; Campus Map pages 72–73.

## COLLEGE SAFETY ACTIVITIES AND PLANNING

### Prepared by

Tim Rogers, Associate Vice President/Chief Information Officer  
Julie Huckestein, President/Chief Executive Officer

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The purpose of this report is to advise the College Board of Education on the actions taken at Chemeketa for 2017. The Chemeketa Emergency Management Committee continues to plan, test, improve, and respond with improvements on an ongoing basis.

1. The college holds training sessions related to active threats. Training is now in place for all full-time faculty. Active threat training is now in all sessions of new employee orientation (NEO).
2. Specific office area and classroom trainings are scheduled as part of general office safety planning and/or by request on an ongoing basis. Local area emergency plans have been established with all major office suites in the district.
3. Chemeketa's new text messaging system was tested successfully on June 6. In total 35,714 messages, including 6,053 texts, 5,744 voice calls, and 23,917 emails, were sent with over 98.84 percent confirmed delivery.
4. Local lockdown capability for office suites. The technological infrastructure for this is complete and training has been completed.
5. Safety improvements for the entry of the large Building 1 faculty office area was completed.
6. The camera system modernization project has moved forward with the evaluation of newer technology and test deployments.

## **STUDENT SUCCESS DATA POINTS**

### **Prepared by**

Fauzi Naas, Director—Institutional Research  
Jim Eustrom, Vice President—Instruction and Student Services/  
Campus President, Yamhill Valley  
Andrew Bone, Vice President—Governance and Administration

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The following quarterly report on data points of student progression and completion will be presented to the members of the College Board of Education for review:

- Access and Enrollment
- Pass Rates—3-year Comparison
- Pass Rates in High Enrollment Course

## RECOGNITION REPORT

### Prepared by

Julie Huckestein, President/Chief Executive Officer

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

Friday, October 6, was “National Manufacturing Day.” Chemeketa’s Applied Technology and Apprenticeship programs provided tours to an estimated 170 high school students from nine different school districts. Thanks to the following faculty and staff who made this event happen: STEVE AGEE, SHERIE BALL, LARRY CHEYNE, NOL COBB, MEGAN COGSWELL, SHEILA ENGLERT, KELLEY GEMBALA, DUANE HIBBELER, MIKE KELLY, JOHNNY MACK, JAMES McNICHOLAS, MIKE MYERS, and CHUCK SEKAFETZ. *(Core Theme: Access—A broad range of educational opportunities and workforce training is provided to students in pursuit of their goals.)*

Thanks to JON TERRAZAS, veterans’ coordinator, for organizing the Veterans’ Services College Fair on October 10. There were 25 universities and colleges from four different states along with five community partners who provided transfer opportunities and resources for our students. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

JON TERRAZAS, veterans’ coordinator, organized the second annual ROTC/JROTC Physical Training Championship at the Brooks Regional Training Center on Saturday, October 28. Thirty-six (36) teams competed in push-ups, sit-ups, 300-meter dash, and a two-mile run. Division winning teams were—High School: The California Military Institute; College: University of Portland AFROTC; Open: Next Level Fitness Training. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

In partnership with Salem-Keizer Public Schools and the Salem Chamber (Inspire Foundation), the annual Salem Area Fall College and Career Fair was held in Chemeketa’s Building 7 gymnasium on October 30. It featured more than 80 college and career exhibitors, including Chemeketa and several CTE programs. The event also had presentations about financial aid and scholarships in English and Spanish. An estimated 2,000 people attended. Thanks to the planning committee of JAMES McNICHOLAS, CATHY McINNIS from Salem-Keizer, and KATHY MOORE, Salem Chamber of Commerce. Chemeketa staff who participated or helped with the event were: DAVID ABDERHALDEN, CLEO ALVAREZ, CRISTINA BARBA, LARRY CHEYNE, NOL COBB, MEGAN COGSWELL, ALEJANDRA DELGADO, KAREN EDWARDS, LYNN GEORGE, PAULA HENDRIX, PETER HOELTER, JEFFREY HOWARD, MARICELA JAROCH, MIKE KELLY, LAURA LEON-CIPRIANO, MARK MILLER, CONNIE RIECKE, JUAN SALDANA, CARMEN WATKINS, and several STUDENT

LEADERS and STUDENT ATHLETES. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

The Oregon Community College Association (OCCA) annual fall conference, “Leading Change: From Improvement to Transformation” was held on November 1–3 at Salishan. HOLLY NELSON and JOSE GARCIA, Juntos program coordinator at OSU/Chemeketa presented a session on “Juntos in Oregon—Community College, Schools, and University Partnerships.” Also MEREDITH SCHREIBER staffed a table and sold books recommended by OCCA and had Chemeketa Press books available for sale. *(Core Theme: Community Collaborations—Instruction, training and workforce development are provided through collaboration with education partners, businesses, and community groups.)*

CHEMEKETA COMMUNITY COLLEGE was one of 150 community colleges, and the only community college in Oregon, to be recognized by the prestigious Aspen Institute for exceptional student success results, qualifying it to compete for the \$1 million Aspen Prize for Community College Excellence. A team was quickly assembled to complete the application form which included qualitative and quantitative information, institutional data on completion, labor market outcomes, learning assessment and how the college achieved and improved student outcomes. A big thanks to MARY ELLEN SCOFIELD who gathered all the information and synthesized it into a concise, articulate document and to ANDREW BONE, DON BRASE, RENAE BURGER, MEGAN COGSWELL, PAUL DAVIS, JIM EUSTROM, MIKE EVANS, DENISE GALEY-OLDHAM, PEGGY GREENE, MANUEL GUERRA, DAVID HALLETT, GREG HARRIS, LINDA HERRERA, JULIE HUCKESTEIN, SANDI KELLOGG, GARY KUHN, JOHNNY MACK, DIANE McLARAN, ADAM MENNIG, MICHAEL MILHAUSEN, CECELIA MONTO, BRIAN MOSHER, FAUZI NAAS, LAYLI LISS, YESICA NAVARRO, HOLLY NELSON, BETH PERLMAN, JULIE PETERS, LINDA RINGO-REYNA, MARSHALL ROACHE, TIM ROGERS, REBECCA SALINAS-OLIVEROS, MIRIAM SCHARER, KELLIE SCHELLENBERG, ALICE SPRAGUE, GARY WEST, and RYAN WEST who provided information for the application. *(Core Theme: Student Success—Students progress and complete their educational goals.)*

Separate Action-1  
November 15, 2017

**APPROVAL OF RETIREMENT RESOLUTIONS  
NO. 17-18-11, C. STEVE AGEE; NO. 17-18-12, ANNE M. ETZEL; AND  
NO. 17-18-13, REGALADA “REGGIE” LOMBARDI  
[17-18-116]**

**Prepared by**

Andrew Bone, Vice President—Governance and Administration

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The College Board of Education honors employees who retire after years of service to the college. Attached are resolutions honoring C. Steve Agee, who retires effective December 11, 2017; Anne M. Etzel, who retires effective December 29, 2017; and Regalda “Reggie” Lombardi who retires effective November 30, 2017.

It is recommended that the College Board of Education adopt Resolutions No. 17-18-11, C. Steve Agee; No. 17-18-12, Anne M. Etzel; and No. 17-18-13, Regalda “Reggie” Lombardi.

Separate Action-1  
November 15, 2017

**RETIREMENT RESOLUTION NO. 17-18-11,  
C. STEVE AGEE**

WHEREAS, C. Steve Agee began his 36-year, four-month association, as a salaried employee, with Chemeketa Community College in September, 1981; and

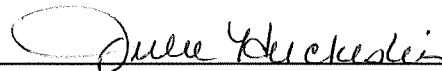
WHEREAS, C. Steve Agee gave dedicated service to Chemeketa Community College currently as Instructor-Automotive, Applied Technologies Department of Career and Technical Education Division; therefore,

BE IT RESOLVED, that upon his retirement date of December 11, 2017, the College Board of Education hereby honors and commends C. Steve Agee for his loyalty, dedication and personal commitment to Chemeketa Community College.



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Ken Hector  
Board Chairperson



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Julie Huckestein  
President/Chief Executive Officer



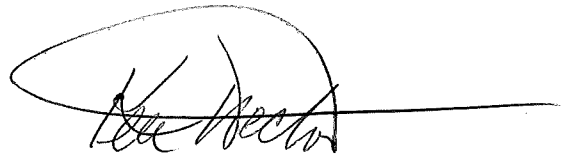
Separate Action-1  
November 15, 2017

**RETIREMENT RESOLUTION NO. 17-18-12,  
ANNE M. ETZEL**

WHEREAS, Anne M. Etzel began her 15-year, nine-month association, as a salaried employee, with Chemeketa Community College in April, 2002; and

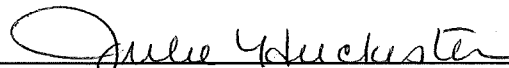
WHEREAS, Anne M. Etzel gave dedicated service to Chemeketa Community College currently as Department Technician I-11 month, Business, Technology, Early Childhood Education and Visual Communications Department of Career and Technical Education Division; therefore,

BE IT RESOLVED, that upon her retirement date of December 29, 2017, the College Board of Education hereby honors and commends Anne M. Etzel for her loyalty, dedication and personal commitment to Chemeketa Community College.



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Ken Hector  
Board Chairperson



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Julie Huckestein  
President/Chief Executive Officer

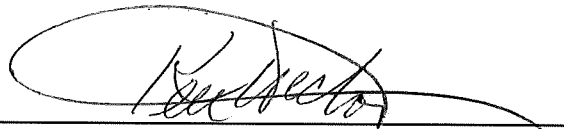
Separate Action-1  
November 15, 2017

**RETIREMENT RESOLUTION NO. 17-18-13,  
REGALADA "REGGIE" LOMBARDI**

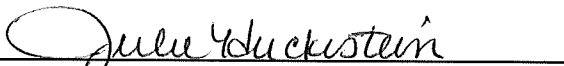
WHEREAS, Regalada "Reggie" Lombardi began her 24-year, three-month association, as a salaried employee, with Chemeketa Community College in September, 1993; and

WHEREAS, Regalada "Reggie" Lombardi gave dedicated service to Chemeketa Community College currently as Department/Project Coordinator/Analyst II, Capital Projects and Facilities Department of College Support Services Division; therefore,

BE IT RESOLVED, that upon her retirement date of November 30, 2017, the College Board of Education hereby honors and commends Regalada "Reggie" Lombardi for her loyalty, dedication and personal commitment to Chemeketa Community College.



Ken Hector  
Board Chairperson



Julie Huckestein  
President/Chief Executive Officer

**APPROVAL OF CONTRACT AWARD FOR YAMHILL VALLEY CAMPUS,  
BUILDING 4—OREGON KIDNEY CLINIC TENANT IMPROVEMENT (FORMERLY  
KNOWN AS YAMHILL VALLEY CAMPUS, BUILDING 4, OREGON KIDNEY AND  
HYPERTENSION CLINIC EXPANSION AND TENANT IMPROVEMENT)  
[17-18-117]**

**Prepared by**

Gail Williams Pickett, Contract Management Analyst  
Miriam Scharer, Associate Vice President—CSSD/Financial Management  
Julie Huckestein, President/Chief Executive Officer

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YAMHILL VALLEY CAMPUS BUILDING 4—OREGON KIDNEY CLINIC TENANT  
IMPROVEMENT (FORMERLY KNOWN AS YAMHILL VALLEY CAMPUS, BUILDING 4,  
OREGON KIDNEY AND HYPERTENSION CLINIC EXPANSION AND TENANT  
IMPROVEMENT)

An Invitation to Bid for the Yamhill Valley Campus Building 4—Oregon Kidney Clinic Tenant Improvement project was advertised on October 25, 2017, in the *Daily Journal of Commerce*, on the college's Procurement Services website, and on the State of Oregon Procurement Information Network (ORPIN) site. Bids were opened immediately following the Bid Closing at 2 pm, November 14, 2017. Bids were received from the following companies:

	<u>Base Bid</u>
Renovation Construction Enterprises Inc., Lafayette, OR	\$ 18,763.00*
Blue Spruce Builders, Inc., Dallas, OR	\$260,000.00
Par-Tech Construction, Inc., Oregon City, OR	\$266,840.00
Cedar Mill Construction Company, LLC, Tualatin, OR	\$273,600.00
Banlin Construction LLC, Kennewick, WA	\$276,938.00
DGS General Construction Inc., Woodburn, OR	\$278,850.00
Andy Medcalf Construction Co., Salem, OR	\$294,502.00
Woodburn Construction Company	\$299,420.00
Columbia Construction Inc, Donald, OR	\$313,629.00
Ffossil Contracting & Management, Silverton, OR	\$339,489.00*
First Cascade Corporation, Lake Oswego, OR	\$341,520.00
Collaborative Construction Solutions LLC, Clackamas, OR	\$375,000.00*
Good Earth Construction, Inc., Salem, OR	\$382,345.00*

\*Non-Responsive

It is recommended that the College Board of Education approve the award of the contract for the Yamhill Valley Campus Building 4—Oregon Kidney Clinic Tenant Improvement project to Blue Spruce Builders, Inc., Dallas, OR—the lowest responsible and responsive bidder, for a total contract award of \$260,000.00, contingent upon protests, if any, from unsuccessful bidders and successful completion of lease negotiations.

# 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  
November 15, 2017



Discover  
**Chemeketa**  
Community College



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

Building directory on reverse side

## Appendix-2 November 15, 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

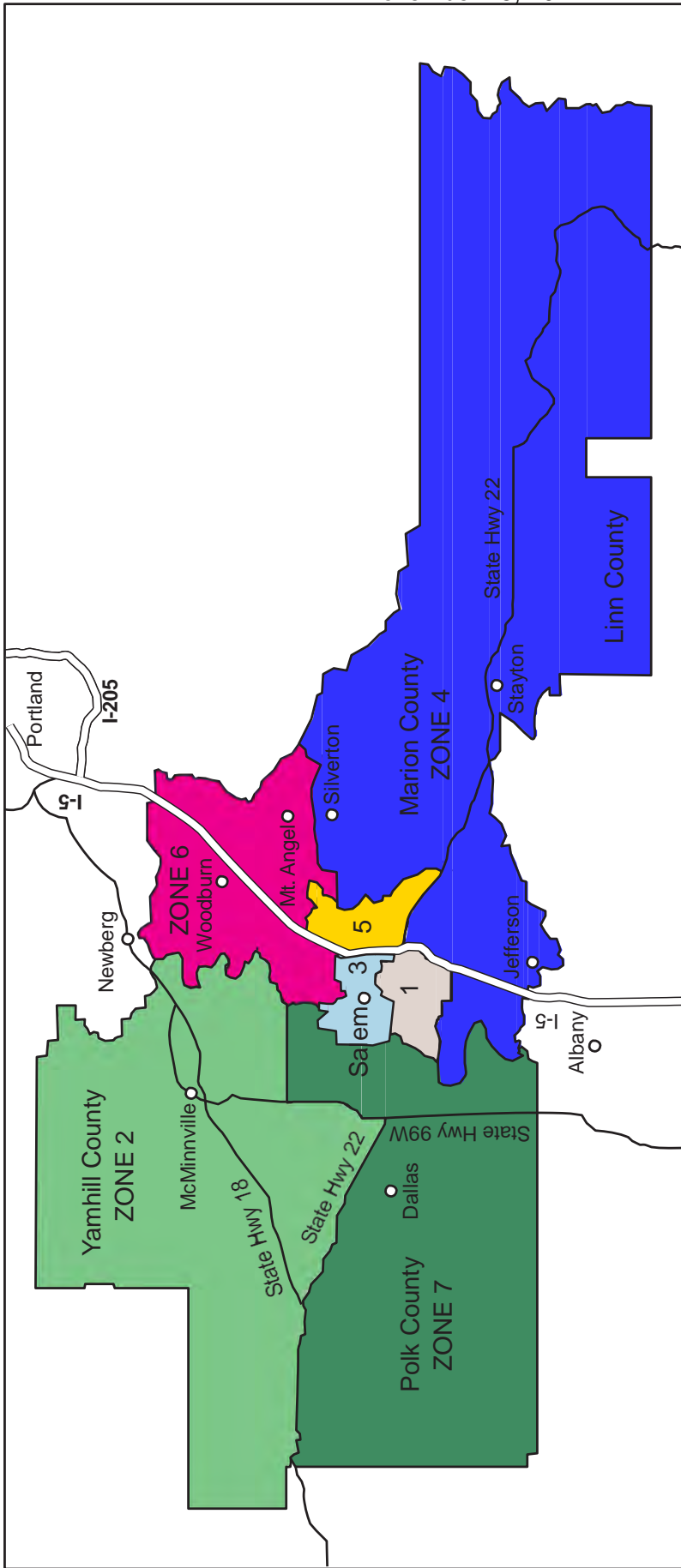
- (Welcome Center)—2/110
- Public Safety—2/173—503.399.5023
- Academic Development—22/100
- Instructional & Student Services—3/272
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Auditorium—6/115
- Board Room—2/170
- Bookstore—1/First Floor
- Business Office—2/202
- Chemeketa Cooperative Regional 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**  
**November 15, 2017**



# Data Points

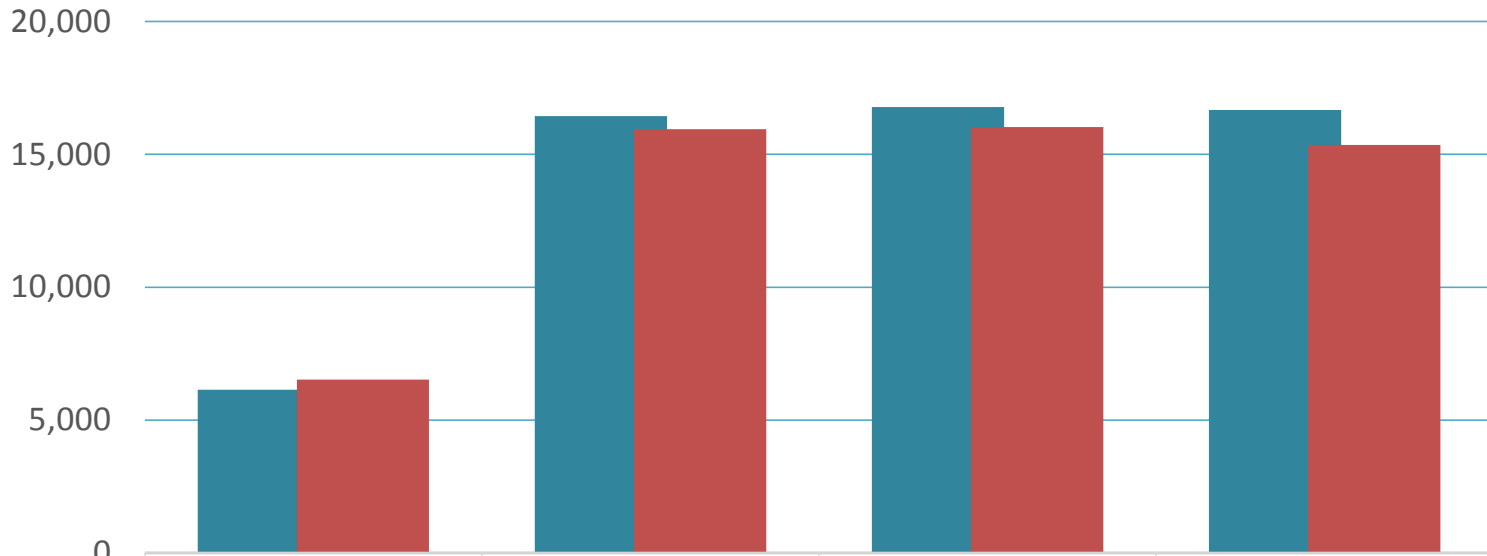
Wednesday November 15, 2017

# Access/Enrollment

## 2015-2016 to 2016-2017 Comparison by Term



### All Students – Unduplicated Headcount



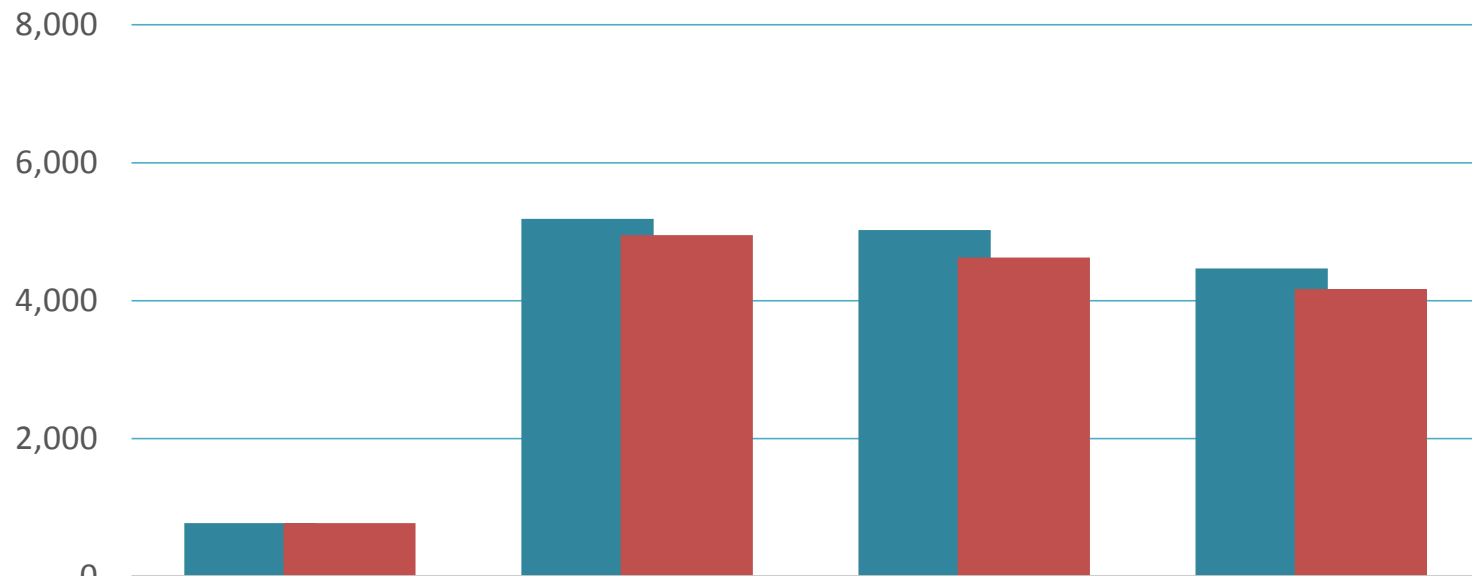
	Summer	Fall	Winter	Spring
■ 2015-16	6,144	16,441	16,782	16,668
■ 2016-17	6,521	15,948	16,021	15,350

# Access/Enrollment

## 2015-2016 to 2016-2017 Comparison by Term



### Full-time Students – Unduplicated Headcount



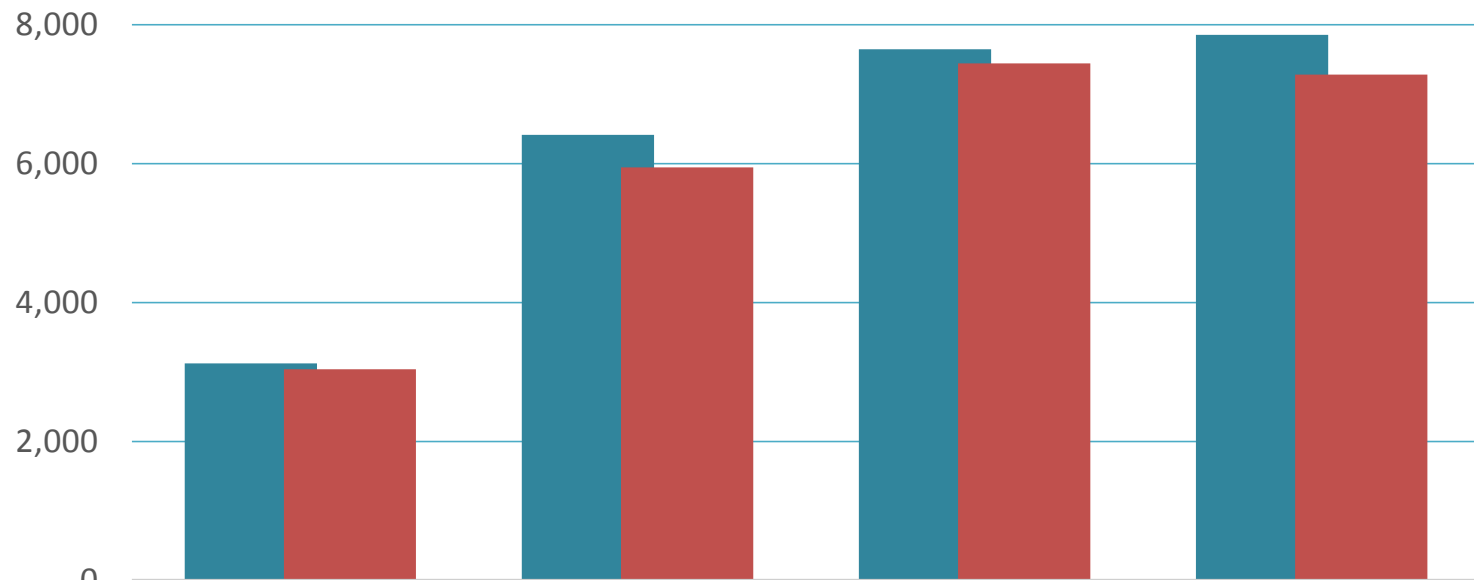
	Summer	Fall	Winter	Spring
2015-16	776	5,186	5,025	4,466
2016-17	773	4,949	4,627	4,170

# Access/Enrollment

## 2015-2016 to 2016-2017 Comparison by Term



### Part-time Students – Unduplicated Headcount



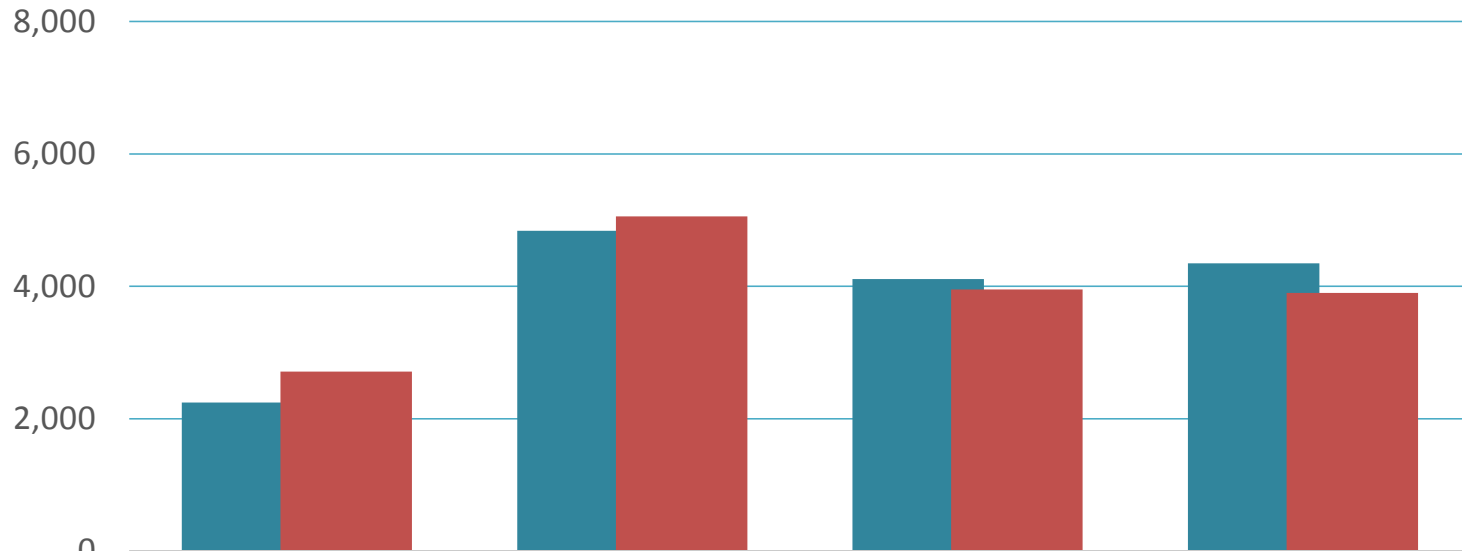
	Summer	Fall	Winter	Spring
2015-16	3,124	6,415	7,645	7,854
2016-17	3,037	5,944	7,442	7,280

# Access/Enrollment

## 2015-2016 to 2016-2017 Comparison by Term



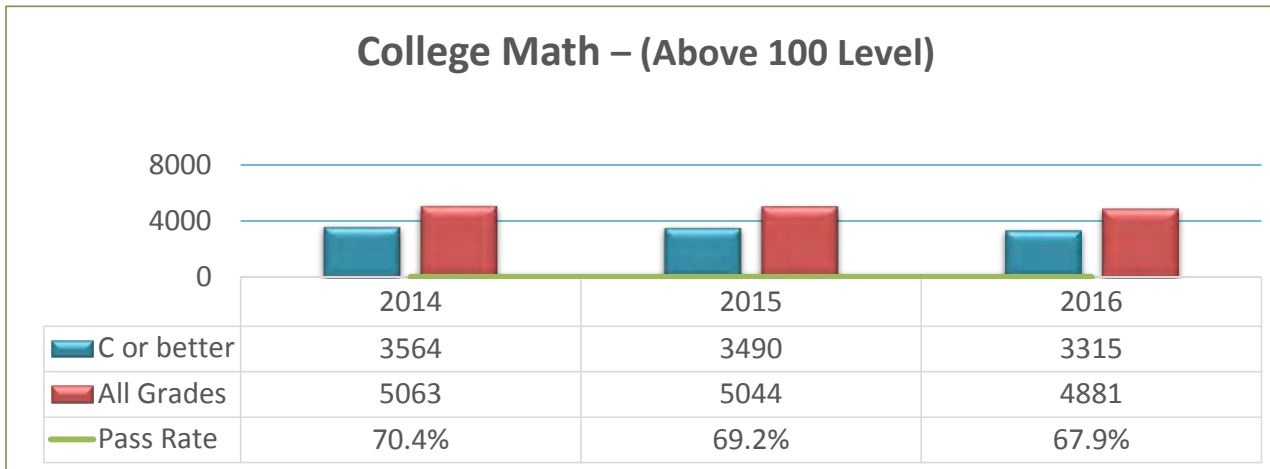
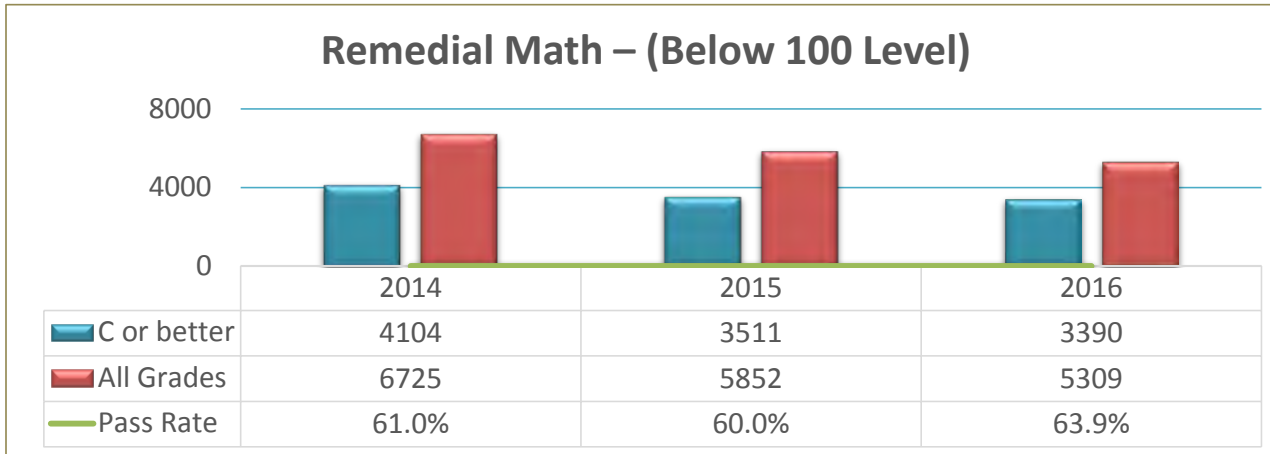
### Non-credit Students – Unduplicated Headcount



	Summer	Fall	Winter	Spring
2015-16	2,244	4,840	4,112	4,348
2016-17	2,711	5,055	3,952	3,900

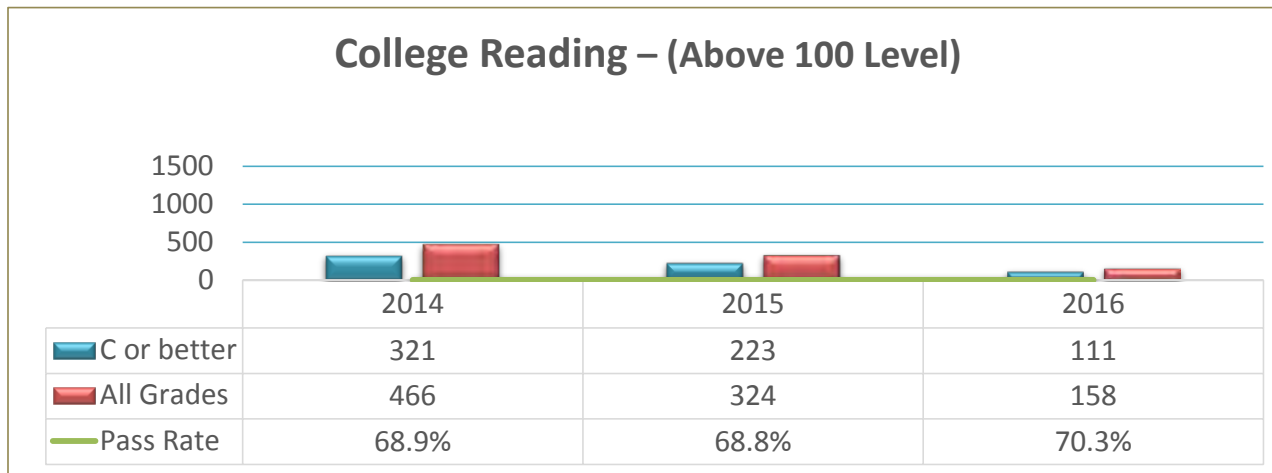
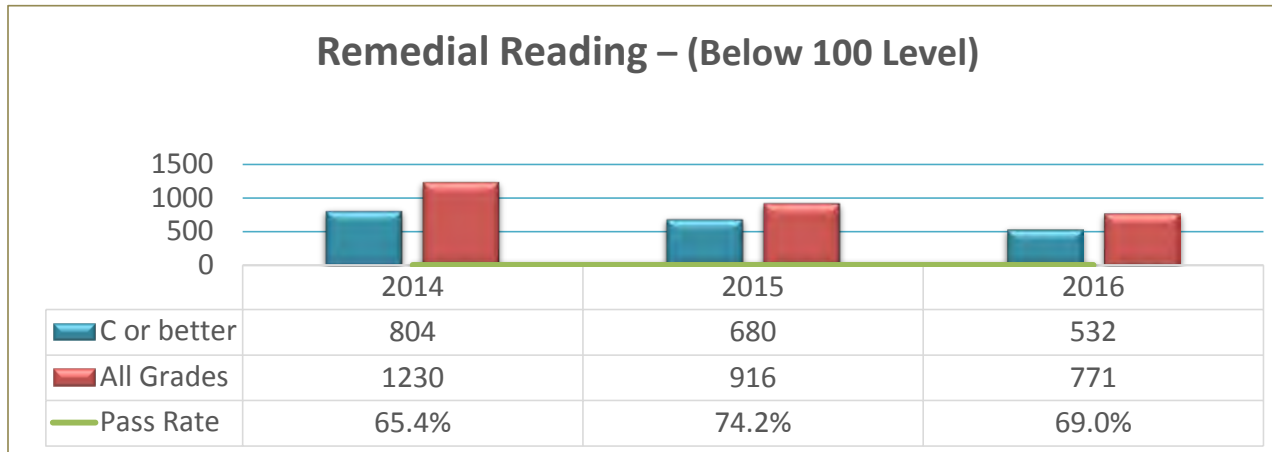
# C or Better Pass Rates

## 3-year Comparison



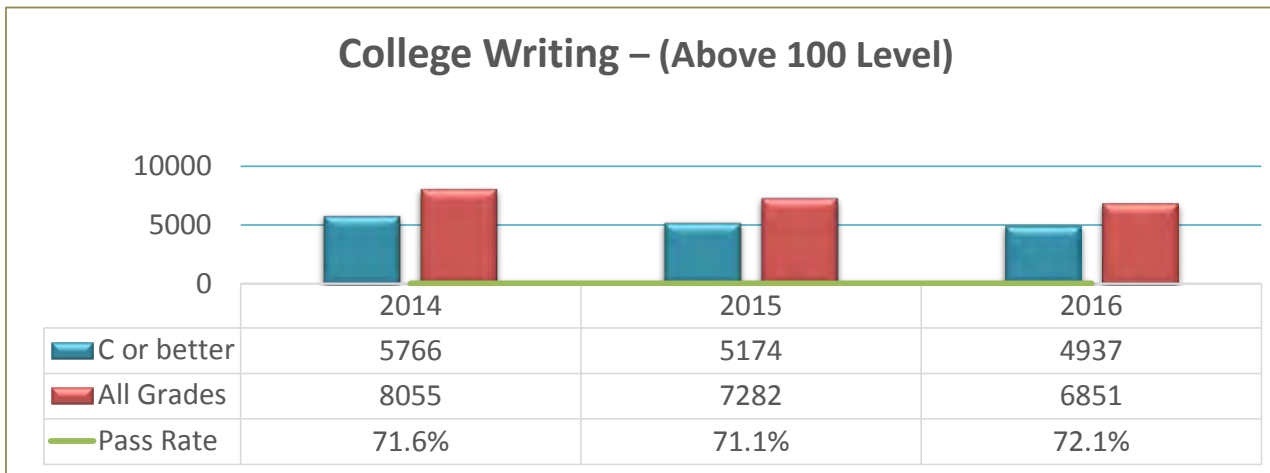
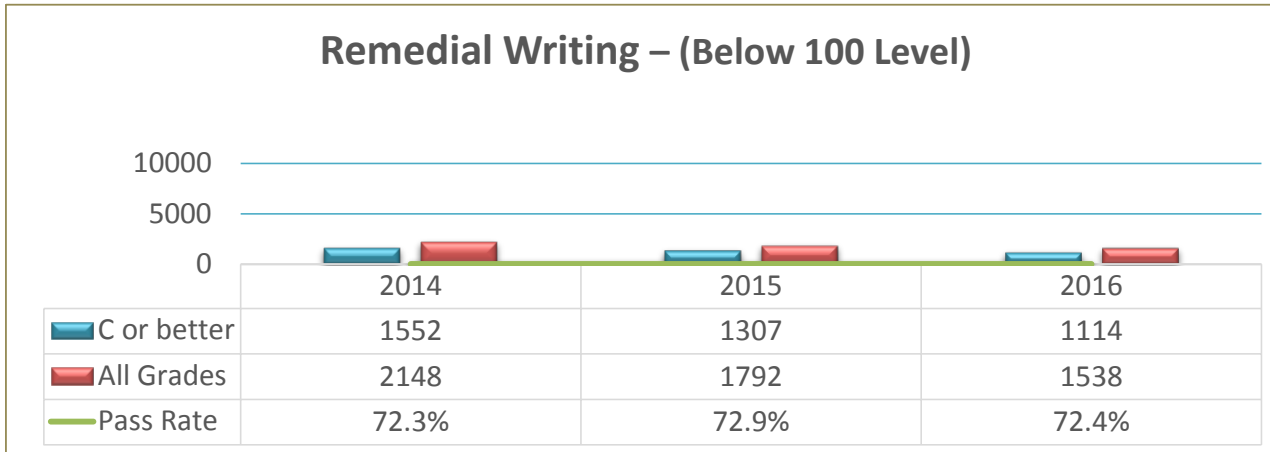
# C or Better Pass Rates

## 3-year Comparison



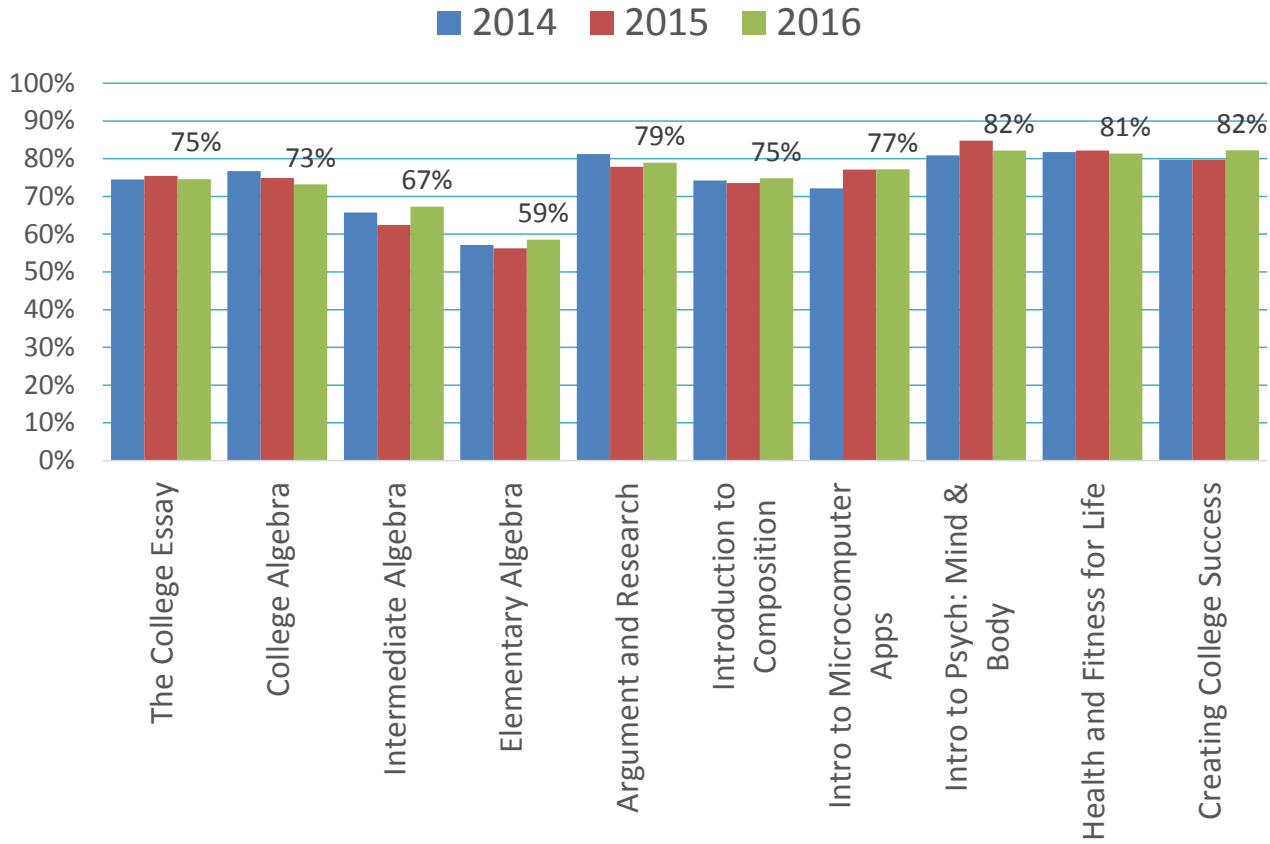
# C or Better Pass Rates

## 3-year Comparison

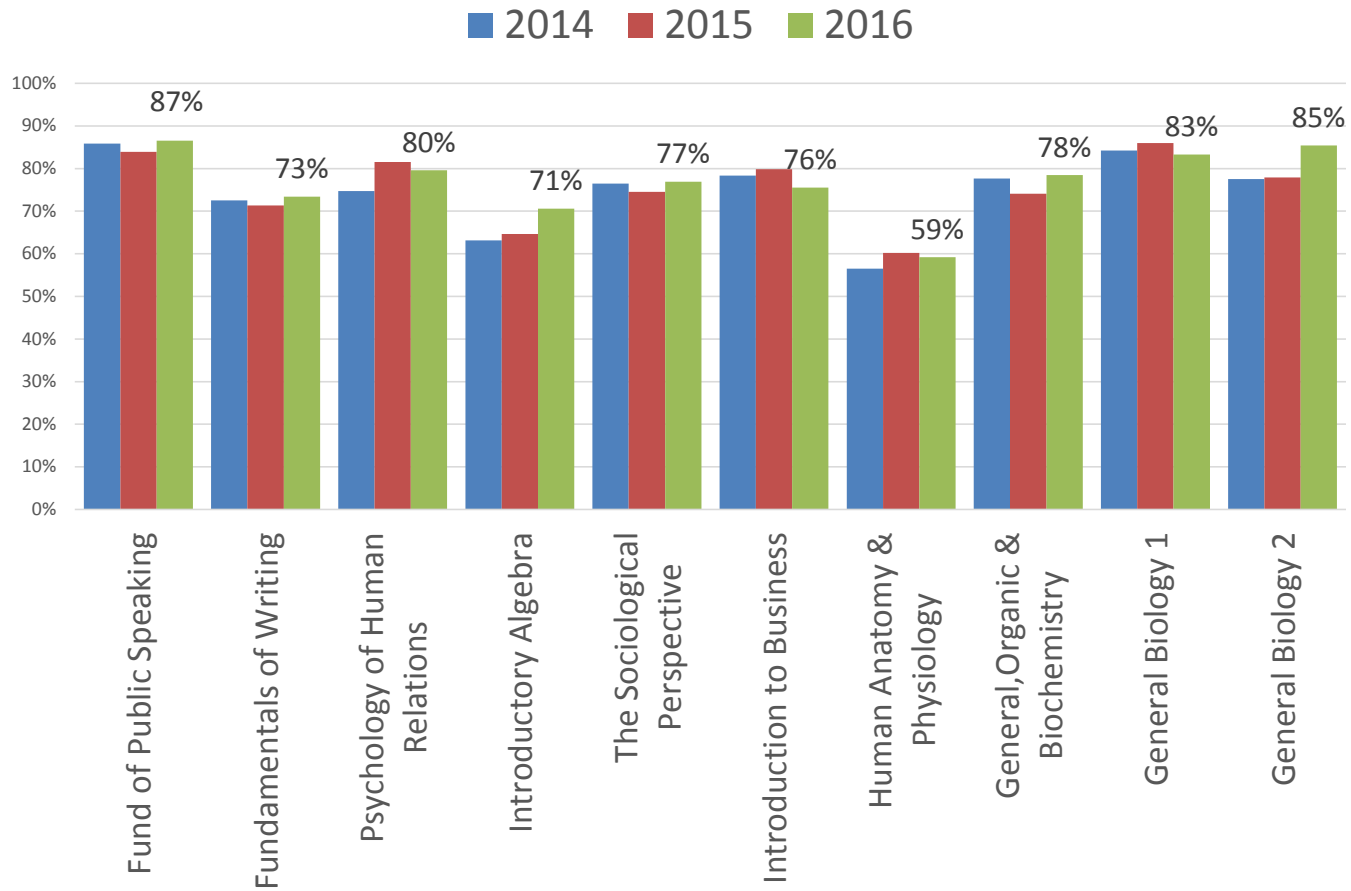




## Pass Rates in Top 10 Highest Enrolled Courses



## Pass Rates in Top 11-20 Highest Enrolled Courses



Standard Report-6  
November 15, 2017

## Pass Rates in Top 11-20 Highest Enrolled Courses

			2014		2015		2016	
			Pass Rate	All Grades	Pass Rate	All Grades	Pass Rate	All Grades
1	WR121	The College Essay	74.5%	3,948	75.4%	3,545	74.5%	3,434
2	MTH111	College Algebra	76.8%	2,624	74.9%	2,531	73.3%	2,479
3	MTH095	Intermediate Algebra	65.8%	2,546	62.5%	2,406	67.3%	2,283
4	MTH070	Elementary Algebra	57.1%	2,511	56.3%	2,288	58.5%	2,065
5	WR122	Argument and Research	81.2%	2,264	77.9%	2,162	79.0%	2,119
6	WR115	Introduction to Composition	74.3%	2,327	73.6%	2,154	74.9%	1,933
7	CIS101	Intro to Microcomputer Apps	72.2%	2,084	77.1%	1,900	77.2%	1,614
8	PSY201	Intro to Psych: Mind & Body	80.9%	1,780	84.8%	1,733	82.2%	1,551
9	HPE295	Health and Fitness for Life	81.8%	1,700	82.2%	1,328	81.4%	1,444
10	FYE105	Creating College Success	79.8%	1,187	79.8%	999	82.2%	1,774
11	COMM111	Fund of Public Speaking	85.9%	1,309	83.9%	1,277	86.6%	1,354
12	WR090	Fundamentals of Writing	72.5%	1,326	71.3%	1,154	73.4%	1,037
13	PSY101	Psychology of Human Relations	74.7%	906	81.6%	1,161	79.6%	1,113
14	MTH060	Introductory Algebra	63.2%	1,311	64.6%	973	70.6%	833
15	SOC204	The Sociological Perspective	76.5%	998	74.5%	989	76.9%	876
16	BA101	Introduction to Business	78.4%	961	79.8%	922	75.5%	911
17	BI231	Human Anatomy & Physiology	56.5%	653	60.2%	688	59.2%	704
18	CH110	General, Organic & Biochemistry	77.6%	635	74.1%	590	78.5%	562
19	BI101	General Biology 1	84.2%	513	86.0%	492	83.3%	508
20	BI102	General Biology 2	77.5%	503	77.9%	520	85.4%	480

Any Questions