

## BOARD OF EDUCATION MEETING

**July 16, 2025**

Chemeketa Community College  
 4000 Lancaster Dr. NE  
 Salem, Oregon

<b>I.</b>	<b>Regular Session</b>	<b>6 pm</b>	<b>Web Conferencing/Livestream/ Building 2, Room 170, Board Room</b>
	<b>A. Call to Order</b>		
	<b>B. Pledge of Allegiance</b>		
	<b>C. Chemeketa Land Acknowledgment</b>		1
	<b>D. Roll Call</b>		
	<b>E. Comments from the Public</b>		
	<b>F. Approval of Minutes—</b> College Board of Education Meeting of June 18, 2025, and Special Board of Education Meeting of July 7, 2025 Jessica Howard, President/Chief Executive Officer		2–11
	<b>G. Reports</b>		
	1. Reports from the Associations		
	a. (Next report in the fall)      Associated Students of Chemeketa (ASC)		--
	b. Steve Wolfe                      Chemeketa Faculty Association		12
	c. Aaron King                      Chemeketa Classified Employees Association		13–15
	d. Angela Archer                      Chemeketa Exempt Employees Association		16
	2. Reports from the College Board of Education		
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	1. 2025 Fall Kickoff		17
	Alice Sprague, Vice President—Governance and Administration		
	2. Hourly, Part-Time/Temporary and Student Salary Schedules for 2025–2026		18
	Alice Sprague, Vice President—Governance and Administration		
	3. Oregon Community College Association (OCCA) Board Report		19–21
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	<b>I. Standard Reports</b>		
	1. Personnel Report		22–23
	Alice Sprague, Vice President—Governance and Administration		
	2. Budget Status Report		24–25
	Aaron Hunter, Vice President—College Support Services/Chief Financial Officer		

3.	Purchasing Report Aaron Hunter, Vice President—College Support Services/Chief Financial Officer	26
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5.	Institutional Advancement Foundation Quarterly Report April 1, 2025, through June 30, 2025 Aaron Hunter, Vice President—College Support Services/Chief Financial Officer	28–29
6.	Grant Activities April–June 2025 Alice Sprague, Vice President—Governance and Administration	30–35
7.	Spring Term Enrollment Report Jessica Howard, President/Chief Executive Officer	36–39
8.	Recognition Report Jessica Howard, President/Chief Executive Officer	40
<b>J.</b>	<b>Separate Action</b>	
1.	Approval of Retirement Resolution No. 25-26-02, Cheryl M. Davis; No. 25-26-03, Kevin Robert Dye; No. 25-26-04, Stephen D. Greco; and No. 25-26-05, Edward J. Lazzara Alice Sprague, Vice President—Governance and Administration	[25-26-100] 41–45
<b>K.</b>	<b>Action</b>	
Consent Calendar Process (Items will be approved by the consent calendar process unless withdrawn at the request of a member of the board. Item or items requested to be removed by a member of the board will be removed from the consent calendar by the chairperson for discussion. A separate motion will then be required to take action on the item in question.)		
1.	Approval of Emergency Medical Services Associate of Applied Science Degree (AAS) David Hallett, Vice President—Academic and Student Affairs	[25-26-101] 46–48
2.	Approval of Suspension of Procurement Management Certificate of Completion David Hallett, Vice President—Academic and Student Affairs	[25-26-102] 49
3.	Approval of Suspension of Business Technology Certificate of Completion David Hallett, Vice President—Academic and Student Affairs	[25-26-103] 50
4.	Approval of Suspension of Legal Administrative Professional Certificate of Completion David Hallett, Vice President—Academic and Student Affairs	[25-26-104] 51
5.	Acceptance of Program Donations April 1–June 30, 2025 Aaron Hunter, Vice President—College Support Services/Chief Financial Officer	[25-26-105] 52–53
6.	Approval of Grants Awarded April–June 2025 Alice Sprague, Vice President—Governance and Administration	[25-26-106] 54–55
7.	Approval of Hourly, Part-Time/Temporary and Student Salary Schedules for 2025–2026 Alice Sprague, Vice President—Governance and Administration	[25-26-107] 56

## **L. Appendices**

1. Vision – Mission – Values
2. Campus Map
3. District Map

## **M. Future Agenda Items**

## **N. Board Operations**

## **O. Adjournment**

Chemeketa Community College prohibits unlawful discrimination based on the following:

- |  |                                   |                                 |
|--|-----------------------------------|---------------------------------|
| ● Race   | ● Color                           | ● Religion                      |
| ● National Origin  | ● Sex                             | ● Marital Status                |
| ● Disability   | ● Protected Veteran Status        | ● Age                           |
| ● Gender   | ● Gender Identity/ Expression     | ● Sexual Orientation            |
| ● Pregnancy  | ● Whistleblowing                  | ● Genetic Information           |
| ● Domestic Abuse Victim  | ● Expunged Juvenile Record        | ● Injured Workers               |
| ● Protected Hairstyle (CROWN Act)  | ● Political Affiliation or Belief | ● Tobacco Use During Work Hours |
| ● Victims of Domestic Violence (Sexual Assault, Stalking, and/or Harassment) |                                   |                                 |

Or any other status protected by federal, state, or local law in any area, activity, or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy and interfering with the individual's rights or privileges granted under federal, state, or local laws.

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

For concerns, inquiries, or complaints regarding student disability accessibility and accommodations contact:

Section 504/ADA Coordinator for Students

Karen Alexander, Director, Student Accessibility and Testing Services

503.399.5276

Persons having questions or concerns about Title IX, which includes gender-based discrimination, sexual harassment, sexual violence, gender-based violence, and stalking, contact the Title IX coordinator, Jon Mathis at 503-584-7323, 4000 Lancaster Dr. NE, Salem, OR 97305, or <http://go.chemeketa.edu/titleix>.

All persons having questions or concerns related to Equal Employment Opportunity or Affirmative Action should contact the Affirmative Action Officer at 503.315.4586, 4000 Lancaster Dr. NE, Salem, OR 97305.

Individuals may also contact the U.S. Department of Education, Office for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.

To request this publication in an alternative format, please call 503.399.5192. For language access please call 503.315.4586 or email [patrick.proctor@chemeketa.edu](mailto:patrick.proctor@chemeketa.edu).

Land Acknowledgement  
July 16, 2025

**CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT**

**Prepared by**

Diane Watson, Chair—Board of Education

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

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

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

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**APPROVAL OF BOARD MINUTES**

**Prepared by**

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

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Minutes of the board meeting of June 18, 2025, and special board meeting of July 7, 2025, are submitted for review by the board.

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

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CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

June 18, 2025

**I. WORKSHOP**

Ken Hector, Chair, called the Workshop to order at 4:45 pm, in rooms 102–104 at the AG Complex, Building 60.

**Members in Attendance:** Betsy Earls; Jackie Franke; Ken Hector, Chair; Neva Hutchinson; Birgitte Ryslinge (arrived 4:52 pm); Iton Udosenata; Diane Watson, Vice Chair.

**College Administrators in Attendance:** David Hallett, Vice President, Academic and Student Affairs; Alice Sprague, Vice President, Governance and Administration; and Aaron Hunter, Vice President/Chief Financial Officer, College Support Services/Finance. Excused Absence: Jessica Howard, President/Chief Executive Officer.

**EAB Navigate Overview and Analytics**

Gary West, Director of Strategic Initiatives & Systems Planning, and Keegan Gormally, Student Retention Coordinator, provided an overview of EAB Navigate, which is a comprehensive student success and retention management system.

Board members asked clarifying questions during the presentations.

The meeting ended at 5:17 pm.

**II. REGULAR SESSION**

**A. CALL TO ORDER**

Ken Hector, Chair, called the board meeting to order at 6:00 pm. The meeting was held in rooms 102–104 at the AG Complex, Building 60.

**B. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was recited.

**C. CHEMEKETA LAND ACKNOWLEDGMENT**

Ken Hector read the land acknowledgment.

**D. ROLL CALL**

**Members in Attendance:** Betsy Earls; Jackie Franke; Ken Hector, Chair; Neva Hutchinson; Birgitte Ryslinge; Iton Udosenata; Diane Watson, Vice Chair.

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

**Board Representatives in Attendance:** Aaron King, Chemeketa Classified Association (CCA); and Angela Archer, Chemeketa Exempt Association (CEA). Excused Absences: Lillian

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Anderson; Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA).

**E. COMMENTS FROM THE PUBLIC**

No comments.

Ken introduced Birgitte Ryslinge, Zone 2 board member, who was appointed when Ron Pittman resigned, and then was elected for the position starting in July of this year. Birgitte said it was an honor to be part of the Chemeketa Community College board representing Zone 2, and she is looking forward to working with everyone.

**F. APPROVAL OF MINUTES**

Betsy Earls moved and Diane Watson seconded a motion to approve the Board of Education minutes of May 21, 2025.

Betsy Earls: yes; Jackie Franke: yes; Ken Hector, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge: abstain; Iton Udosenata: yes; Diane Watson, Vice Chair: yes.

The motion CARRIED.

**G. REPORTS**

**Reports from the Associations**

Lillian Anderson, Associated Students of Chemeketa (ASC), was unable to attend. The report stands as written.

Steve Wolfe, Chemeketa Faculty Association (CFA), sent an email stating that the report stands as written.

Aaron King, Chemeketa Classified Association (CCA), said the report stands as written and gave a CCA election update. The only position contested was for CCA President. There were three candidates, and since no candidate received more than 50 percent of the votes, a runoff election will be held between the top two candidates beginning Monday, June 23rd. Results will be announced on June 30th. In addition, Aaron listed the rest of the board that was elected.

Angela Archer, Chemeketa Exempt Association (CEA), said the report stands as written and listed the members of the Exempt Board elected for the next year.

**Reports from the College Board of Education**

Betsy Earls attended a Mid-Willamette Valley Council of Government (MWVCOG) budget committee meeting and a board meeting, the celebratory photo for the bond effort, fire program graduation, the Presidential Evaluation executive session, and Chemeketa commencement.

Jackie Franke attended two East Salem Rotary meetings, the celebratory photo for the bond effort, the Chemeketa BBQ (where she served), SOAR graduation, Salem Chamber Business of the Year awards, and the reception celebrating the first BAS cohort.

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Diane Watson attended the STARS Reception, the celebratory photo for the bond effort, the Chemeketa BBQ (where she served), SOAR graduation, the 25th Anniversary Barrel Tasting, agenda review, a Dayton School District board meeting, the Nurse Pinning ceremony, the supervisor appreciation lunch, Chemeketa commencement, and the Presidential Evaluation executive session.

Neva Hutchinson attended the post-election bond celebration, the celebratory photo for the bond effort, the Chemeketa BBQ (where she served), the Bridge Building competition, Salem Chamber Business of the Year awards, the Presidential Evaluation executive session, the supervisor appreciation lunch, the reception celebrating the first BAS cohort, and Chemeketa commencement.

Birgitte Ryslinge attended the celebratory photo for the bond effort, 25th Anniversary Barrel Tasting, the Presidential Evaluation executive session, and Chemeketa commencement.

Iton Udosenata had no report.

Ken Hector attended the post-election bond celebration, took down bond field campaign signs, and attended the SEDCOR Economic Forum; STARS reception; four weekly OCCA legislative committee meetings; the Chemeketa BBQ (where he served); the annual SEDCOR golf tournament (in which he played); agenda review; Salem Chamber Business of the Year awards; the Presidential Evaluation executive session; the Nurse Pinning ceremony; the supervisor appreciation lunch; and Chemeketa commencement.

## **H. INFORMATION**

### **Annual Evaluation of the President**

Ken Hector reported that the board conducted the annual evaluation of the president, and then read the public statement. Jessica Howard was reviewed on the following categories: Board of Education; Management Competencies; Communicates Effectively; Facilitates Team Success; Community; Educational Planning and Leadership; Business, Finance; Facilities and College Personnel. In addition, Jessica asked for feedback on her performance related to the annual key college initiatives. The board rated Jessica's performance as exceptional in the categories listed above. Ken thanked Jessica for another great year.

Jessica thanked the board for its generous assessment, and stated her success is assisted by a great many colleagues across the college, and the board. Jessica thanked everyone for their support.

### **Oregon Community College Association (OCCA) Update**

Ken Hector said the report stands as written; the end of the legislative session is about a week away; and at the next meeting there will be an update.

### **Emergency Medical Services Associate of Applied Science Degree (AAS)**

Jordan Bermingham, Dean, Emergency Services and Diesel Technology, gave a brief summary of this degree. It provides a pathway to paramedic licensure that shaves off some of the anatomy and physiology prerequisites that are part of the paramedicine associate of applied



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science degree pathways, making it more affordable for students and a more efficient pathway into the industry.

**Suspension of Procurement Management Certificate of Completion**

R. Taylor, Dean, Business, Social Science, and Technology, requested suspension of the Procurement Management Certificate of Completion due to students not taking this certificate, but enrolling in the two-year degree program. She noted that there is an error in the report stating that the certificate acts as an alternate credential; but it is really the degree that is required.

**Suspension of Business Technology Certificate of Completion**

R. Taylor requested suspension of the Business Technology Certificate of Completion, and noted there is a strong alternative to this certificate in the Office Fundamentals Certificate. The six students enrolled in this program will be able to complete the certificate.

**Suspension of Legal Administrative Professional Certificate of Completion**

R. Taylor requested suspension of the Legal Administrative Professional Certificate of Completion. Students are not needing this specialization, and currently no students are enrolled.

**I. STANDARD REPORTS**

**Personnel Report**

Alice Sprague said the report stands as written, noted there were four new hires in the general fund, and congratulated those employees on position changes.

**Budget Status Reports**

On the Statement of Resources and Expenditures, the tuition and fees show some summer tuition revenue but that is deferred to next fiscal year. On the total expenditures, the spend is around 82 percent and three percent less than the prior year, due to the status of contracts and negotiations. On the Budget Status Report, the faculty salaries now include the retroactive payments made in May to settle that contract. Part-time faculty salaries will be caught up at the end of June because they are being processed this month and will be reflected within the end-of-year statements. On the other fringe benefit line, there is a negative difference that is due primarily to the staff tuition waiver. Employees are taking advantage of the college's tuition, primarily driven by the BAS program. On the Status of Investments, there are two maturities. Those monies will not be reinvested until late August as more of the fall tuition comes in. The Local Government Investment Pool (LGIP) rate is staying steady at 4.6 percent.

**Capital Projects Report**

Aaron Hunter highlighted the Building 2 Ice Storm Restoration, moving the kitchen to Building 2, the Building 14 Seismic Rehabilitation, and the upgrade to the baseball fields for the Marion Berries baseball team. Their first game is Monday, June 23rd, and Aaron noted that a \$100,000 donation was received from a private donor to go towards replacing the lighting at the baseball fields.

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**Chemeketa Cooperative Regional Library Service (CCRLS) Report**

Doug Yancey, Director, CCRLS said the report stands as written.

**Recognition Report**

Jessica Howard said the report stands as written.

**J. SEPARATE ACTION**

**Approval of Resolution No. 24-25-22, Declaration of Board of Education Election Results**

Alice Sprague noted official election returns for the May 20, 2025 elections have been received and the results are in the resolution. It is the recommendation that the College Board of Education adopt Resolution No. 24-25-18 as official.

Iton Udosenata moved and Betsy Earls seconded a motion to approve the election results.

Betsy Earls: yes; Jackie Franke: yes; Ken Hector, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson, Vice Chair: yes.

The motion CARRIED.

**Approval of Presidential Contract**

Ken noted this is a three-year rolling contract from July 1, 2025 - June 30, 2028.

Diane Watson moved and Neva Hutchinson seconded a motion to approve the presidential contract

Betsy Earls: yes; Jackie Franke: yes; Ken Hector, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson, Vice Chair: yes.

The motion CARRIED.

**Approval of Resolution No. 24-25-21, Election Certification of Bond and Authorization to Issue Bonds**

Aaron Hunter stated that, based on the results of the May 20, 2025 elections, voters approved a 140 million dollar bond measure to address capital projects at Chemeketa Community College. It is recommended that the board approve the election certification and authorization to issue bonds.

Jackie Franke moved and Betsy Earls seconded a motion to approve the election certification of bond and authorization to issue bonds.

Betsy Earls: yes; Jackie Franke: yes; Ken Hector, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson, Vice Chair: yes.

The motion CARRIED.

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**Approval of Resolution No. 24-25-19, Adopting the Budget, Making Appropriations, and Levying Taxes**

Aaron Hunter read Resolution No. 24-25-19.

Diane Watson moved and Jackie Franke seconded a motion to approve adopting the budget, making appropriations, and levying the taxes.

Betsy Earls: yes; Jackie Franke: yes; Ken Hector, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson, Vice Chair: yes.

The motion CARRIED.

**K. ACTION**

Iton Udosenata moved, and Betsy Earls seconded a motion to approve consent calendar items No. 1-9.

1. Approval of Budget Transfer Requests [24-25-152]
2. Approval of Resolution No. 24-25-20, Authorizing Interfund Borrowing [24-25-153]
3. Approval of Lay Representative for the Chemeketa Cooperative [24-25-154]  
Regional Library Service (CCRLS) Advisory Council
4. Approval of English Associate of Arts Transfer (AAT) Degree [24-25-155]
5. Approval of Human Development and Family Studies (HDFS) [24-25-156]  
Associate of Arts Transfer (AAT) Degree and Associate of Science Transfer (AST) Degree
6. Approval of Biology Associate of Science Transfer (AST) Degree [24-25-157]
7. Approval of Sociology Associate of Arts Transfer (AAT) Degree [24-25-158]  
and Associate of Science Transfer (AST) Degree
8. Approval of College Policy—Student Services 5000 Series, #5230, [24-25-159]  
Hazing Policy
9. Approval of Contract Award for Yamhill Valley Campus (YVC) Building 2 [24-25-160]  
Department of Human Services (DHS) Tenant Improvement

Betsy Earls: yes; Jackie Franke: yes; Ken Hector, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson, Vice Chair: yes.

The motion CARRIED.

**L. APPENDICES**

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

**M. FUTURE AGENDA ITEMS**

None were heard.

**N. BOARD OPERATIONS**

None.

**O. ADJOURNMENT**

The meeting adjourned at 6:57 pm.

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Respectfully submitted,

***Julie Deuchars***  
Executive Coordinator

***Jessica Howard***  
President/Chief Executive Officer

Board Chair

Date

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CHEMEKETA COMMUNITY COLLEGE  
**SPECIAL BOARD OF EDUCATION  
MEETING MINUTES**

July 7, 2025

**I. SPECIAL SESSION**

**A. CALL TO ORDER**

Ken Hector, Chair, called the special board meeting to order at 8:48 am. The meeting was held remotely via Zoom, and on the Salem Campus in Building 2, Room 220. There were technological issues so the meeting was unable to be Livestreamed. The recording will be posted online.

**B. CHEMEKETA LAND ACKNOWLEDGMENT**

Ken Hector read the land acknowledgement.

**C. ROLL CALL**

**Members in Attendance:** Jackie Franke; Ken Hector, Chair; Neva Hutchinson; Birgitte Ryslinge; and Diane Watson, Vice Chair. Excused Absences: Betsy Earls, Iton Udosenata.

**College Administrators in Attendance:** Jessica Howard, President/CEO; Aaron Hunter, Vice President/Chief Financial Officer, College Support Services/Finance. Excused Absences: David Hallett, Alice Sprague.

**D. Administration of Oath of Office, Birgitte Ryslinge—Zone 2, Ken Hector—Zone 4, and Jackie Franke—Zone 5**

Aaron Hunter noted that the three incumbents in Zones 2, 4, and 5 were re-elected and an oath of office must be taken. Birgitte Ryslinge, Ken Hector, and Jackie Franke recited the oath of office.

**E. REORGANIZATION OF THE COLLEGE BOARD OF EDUCATION**

Ken Hector nominated Diane Watson for board chair for 2025–2026; the motion was seconded by Neva Hutchinson.

Jackie Franke: yes; Ken Hector, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Diane Watson, Vice Chair: yes.

A unanimous roll call vote was taken, and the motion CARRIED.

Ken Hector nominated Betsy Earls for board vice chair for 2025–2026; the motion was seconded by Diane Watson.

Jackie Franke: yes; Ken Hector, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Diane Watson, Vice Chair: yes.

A unanimous roll call vote was taken, and the motion CARRIED.

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**E. ADJOURNMENT**

The meeting adjourned at 8:55 am.

Respectfully submitted,

***Julie Deuchars***  
Executive Coordinator

***Jessica Howard***  
President/Chief Executive Officer

Board Chair

Date

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

### **Prepared by**

Steve Wolfe, President—Chemeketa Faculty Association

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### **SETTLEMENT OF UNFAIR LABOR PRACTICE COMPLAINT**

In early January, the CFA filed an Unfair Labor Practice complaint with the state Employment Relations Board (ERB). The complaint alleged that the College had violated Oregon Revised Statutes and the Public Employees Collective Bargaining Act (PECBA) by failing to provide the Faculty Association with required information and failing to withhold and remit the correct amounts of dues.

On June 24, the ERB approved a consent order in which the College acknowledged it had committed unfair labor practices as alleged. Specifically, the College violated ORS 243.672(1)(b), (e), and (f) and the College was ordered to cease and desist from committing the unfair labor practices as stipulated. The College was also ordered to pay all outstanding dues owed and provide any outstanding information to the Association within 30 days, as well as to “work collaboratively with the Association to implement a process to ensure that the Association receives all information required under ORS 243.804, and to ensure the accurate and timely deduction of dues and transmittal of dues to the Association. The process must be agreed to by the Association after collaborative efforts have been made to reach an agreement.” (ERB Case No. UP-002-25)

### **ONGOING ASSOCIATION WORK IN SUMMER**

The CFA Executive Board held its last meeting of the academic year on Zoom the first week of June. Monthly board meetings will resume in September. Association work continues during the summer, though. CFA President Steve Wolfe, PT Vice President Michelle Kennedy, and incoming FT Vice President Nolan Mitchell have answered many questions about retroactive pay resulting from the settlement of the new faculty contract spring term. CFA officers have also met and communicated with many faculty members in recent weeks regarding a variety of other concerns.

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

**Prepared by**

Timothy King, External Vice-President  
Trina Butler, Director of Membership  
Aaron King, President

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**PRESIDENT'S MESSAGE**

Following the recent election, I am honored to continue serving as your CCA President. As we move forward into the 2025–2026 term, I remain deeply committed to rebuilding and strengthening our Executive Board with a renewed focus on transparency, collaboration, and inclusivity. Our goal is to ensure that the leadership of the Chemeketa Classified Association (CCA) reflects the diverse voices, experiences, and priorities of our membership.

This period of transition presents an opportunity to reaffirm our shared values and to cultivate a leadership team that is responsive, accountable, and aligned with the needs of our classified professionals. By fostering open communication and encouraging active participation, we aim to create a more engaged and empowered membership base—one that is equipped to advocate effectively for fair working conditions, professional growth, and institutional equity.

**Strengthening Our Union Through OEA Affiliation**

In alignment with our vision for a stronger, more connected union, the CCA is actively pursuing affiliation with the **Oregon Education Association (OEA)**. This strategic step will allow us to join a broader network of education professionals across the state, amplifying our collective voice and expanding the resources available to our members.

Affiliation with OEA offers numerous benefits, including:

- **Access to Professional Advocacy and Legal Support** – Members gain access to experienced labor representatives, legal counsel, and grievance support tailored to the needs of education employees.
- **Statewide Solidarity and Influence** – As part of a larger union, we will have greater influence in statewide policy discussions and education funding decisions that directly impact our work and our students.
- **Expanded Training and Leadership Development** – OEA provides robust training programs, leadership institutes, and conferences that will help us grow as advocates and leaders.
- **Enhanced Member Benefits** – From professional development to financial services and discounts, OEA membership brings a wide range of personal and professional perks.

We believe this affiliation will strengthen our ability to protect and advance the rights of classified employees at Chemeketa, while also connecting us to a broader movement for educational equity and worker empowerment across Oregon.

**Leadership Transitions**

Five members of our Executive Board have recently concluded their service. Three have submitted their resignations, which have been formally accepted, effective immediately:



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- Jamila Harris, who was serving as Treasurer and had been elected to serve as Internal Vice President/Grievance Officer
- Justin Clovis, reelected to serve as Director of Training
- Kevin Rowley Jr., reelected to serve as Director of Public Relations

In addition, we would like to extend our sincere appreciation to:

- Kisha McIntosh, outgoing Internal Vice President/Grievance Officer
- Kristin Mauro, outgoing Secretary

We are deeply grateful for the time, energy, and dedication each of these individuals brought to the board. Their leadership and contributions have had a meaningful and lasting impact on the CCA and the broader Chemeketa community.

#### Current Executive Board Composition

In accordance with our bylaws, the remaining board members are actively reviewing next steps to ensure continuity and stability. This includes evaluating options for filling the vacant positions and maintaining the board's ability to serve our members effectively.

The 2025–2026 CCA Executive Board is currently composed as follows:

- President - Aaron King (Term of service 2025–2027)
- Internal Vice President - **Vacant** (Term of service 2025–2027)
  - Director of Union Stewards - Jason Bates (Term of service 2025–2027)
  - Director of Union Stewards - Gary Brittsan (Term of service 2024–2026)
  - Director of Training - **Vacant** (Term of service 2025–2027)
- External Vice President - Tim King (Term of service 2024–2026)
  - Director of Public Relations - **Vacant** (Term of service 2025–2027)
  - Director of Committee Recruitment - **Vacant** (Term of service 2024–2026)
  - Director of Membership Activities - Trina Butler (Term of service 2024–2026)
- Treasurer - **Vacant** (Term of service 2024–2026)
- Secretary - **Vacant** (Term of service 2025–2027)

#### NEW HIRES

Jennifer Van Horn, Instructional Specialist–Library & Learning Resources, Student Affairs, 100 percent, 12-month assignment, effective June 16, 2025.

Ailany Medina-Canchola, Department Specialist–Polk, Academic Affairs, 100 percent, 12-month assignment, effective June 23, 2025.

Laura Ramirez, Department Technician II–Yamhill Valley Campus, Academic Affairs, 100 percent, 12-month assignment, effective June 30, 2025.

#### CHANGES

Ricardo Gonzales Soto, Student Services Specialist. Soto's limited duration ended, but will continue as an Hourly Supervisor, effective June 30, 2025.

#### SEPARATIONS

(Several of these separations are due to limited duration/end of grant funding)

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Kristina Edwards, Custodian I, effective June 24, 2025.  
Daniel J Perkins, Instructional Specialist (10 month), effective June 30, 2025.  
Katie Castillo, Instructional Coordinator / Analyst I, effective June 30, 2025.  
Laura Janette Moreno Garcia, Instructional Specialist, effective June 30, 2025.  
Kristin Mauro, Instructional Coordinator Analyst II, effective June 30, 2025.  
Hsia-Yun Shotwell, Student Services Specialist, effective July 2, 2025.

## EVENTS

This year's CCA Elections for Officers and Directors ran from June 10–18. The voting was conducted electronically using the SimplyVoting system. In addition, as a courtesy the Election Committee created paper ballots in an effort to encourage as many members to vote as possible. No single presidential candidate cleared the 50% requirement, which resulted in a runoff election between the top two candidates. The runoff election was held electronically from June 23–30. Aaron King (Incumbent) received the most votes. Results are as follows:

### **President**

Aaron King 63 (40.9%)  
Amanda Beckner 49 (33.3%)  
Kisha McIntosh 38 (25.9%)  
Abstain: 1 (0.7%)

### **Internal Vice President**

Jamila Harris 140 (Unopposed)  
Abstain 8 (5.4%)

### **Director of Union Stewards**

Jason Bates 141 (Unopposed)  
Abstain 7 (4.7%)

### **Director of Training**

Justin Clovis 137 (Unopposed)  
Abstain 11 (7.4%)

### **Director of Public Relations**

Kevin Rowley 126 (Unopposed)  
Abstain 22 (14.9%)

Total Voters: 148

### **Presidential Runoff Results**

Aaron King 95 (59.7%)  
Amanda Beckner 64 (40.3%)  
Abstain 1 (0.6%)

Total Voters: 160

## **CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION**

### **Prepared by**

Elizabeth Facanha, Vice President—Chemeketa Community College Exempt Association  
Angela Archer, President—Chemeketa Community College Exempt Association

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The Exempt Association president will provide a verbal report at the date year, Board of Education meeting.

JON MATHIS reports that the Bridging Institute for Inclusion and Belonging wrapped up its final cultural competency certificate cohort in June. There were representatives from several non-profit organizations including Salem and Corvallis for Refugees, Church of the Park, Boys and Girls club, and Mano a Mano. They kicked off their inaugural cohort for the Inclusive Leadership Certificate on June 25th. This cohort will meet two more times in July and be the first group to receive the non-credit certificate in Inclusive Leadership.

## **2025 FALL KICKOFF**

### **Prepared by**

Alice Sprague, Vice President—Governance and Administration

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On Tuesday, September 16, the college will be closed to the public to dedicate time for Fall Kickoff activities for the 2025–2026 academic year.

Kickoff is open to all staff, and Board members are encouraged to attend. Kickoff will include the following activities:

- Morning gathering with refreshments and an opportunity to network
- Kickoff Address and Program
- Wellness Fair
- Academic Tech Fair
- Hosted lunch

Other employee in-service activities will be scheduled throughout the week.

**HOURLY, PART-TIME/TEMPORARY AND STUDENT  
SALARY SCHEDULES FOR 2025–2026**

**Prepared by**

Alice Sprague, Vice President—Governance and Administration

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**HOURLY, PART-TIME/TEMPORARY**

The part-time hourly/temporary salary schedule for 2025–2026 will reflect a salary table adjustment that once approved will be effective July 1, 2025. The part-time hourly/temporary salary schedule will be available at the Board of Education meeting.

**STUDENT**

The student salary schedule for 2025–2026 will reflect a salary table adjustment that once approved will be effective July 1, 2025. The student salary schedule will be available at the Board of Education meeting.

The College Board of Education will be asked to approve the hourly, part-time/temporary and student salary schedules during the July Board of Education meeting.

## **OREGON COMMUNITY COLLEGE ASSOCIATION (OCCA) BOARD REPORT**

### **Prepared by**

Ken Hector, Board of Education/OCCA Board Member  
Jessica Howard, President/Chief Executive Officer

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The June Board Report covered the last OCCA Board meeting, which was in May. This July report recaps the highlights of the recently ended Oregon Legislative session. President Howard shared a brief legislative update on July 4th. The next OCCA Board meeting will occur in early October, and a report of that meeting will be in the October Chemeketa Board meeting packet.

In addition, OCCA will hold a Board Leadership and Governance Summit in Salem on September 6. The one-day event, open to all community college board members and presidents, will offer insights into effective board governance, statewide higher education structures, and the key responsibilities and expectations of board service.

### **SESSION OVERVIEW**

The 2025 Legislative Session began with comparatively broad agreement around what the key priorities for the state and policymakers would be. These priorities included housing, behavioral health – particularly surrounding addiction counseling and services – as well as K-12 funding and the K-12 funding model, and a possible major transportation package. Funding for the wildfire season and recovery remains a persistent challenge for state budget makers. Legislative and gubernatorial priorities were not focused on higher education, creating a challenging environment to advocate for support of institutions like community colleges and public universities, as well as student services such as financial aid and basic needs.

On May 14, the Legislature also received some worrying revenue news in the state economist's quarterly economic and revenue forecast. For the first time since the pandemic, the state economist forecasted a drop in revenue from the previous forecast, predicting the Legislature would have about \$500 million less than it had previously expected. The May forecast is the final one the Legislature receives before the close of the session, so spending decisions are heavily based on the results of that report. This news left legislators struggling to fund all state services at the Current Service Levels (CSL) estimated by the Legislative Fiscal Office (LFO).

For community colleges, the CSL estimated by LFO was \$854.4 million into the Community College Support Fund (CCSF). However, OCCA and the colleges estimated the actual CSL at \$920 million. Yet with the funds estimated to be available, state budget writers struggled to maintain even the very conservative LFO CSL levels. As budgets began to roll out, it became clear that state CSL was the funding high water mark for most state agencies and programs, with many funded below that level.

The state transportation package emerged as the Session's final major challenge, facing deep partisan disagreement. Because it included a tax increase, it requires a supermajority in both chambers under the Oregon Constitution. With Democrats holding just enough seats to reach

that threshold, the proposal's success hinged on full caucus alignment or bipartisan support. In the end, lawmakers were unable to gather the votes needed, and the transportation package failed to pass before adjournment.

The Oregon Legislature adjourned *sine die* just before midnight on Friday, June 27, officially closing the 2025 Session with a mix of celebration and unfinished business. From OCCA's perspective, the session underscored the growing recognition of community colleges as essential to Oregon's economic recovery and educational equity. While long-term funding challenges persist, OCCA is encouraged by the momentum built this year and remains committed to advancing policies that advance student success, workforce readiness, and funding stability.

#### Community College Support Fund (CCSF)

Based on the CSL funding model used by community colleges, the Community College Support Fund would need to increase from \$800 million (2023–25 biennium) to \$920 million, representing a 15 percent increase in funding for the 2025–27 biennium. This funding level reflected rising college costs overall, especially increases in personnel expenses due to local contracts adjusting for employee inflation. Other personnel costs like health care also increased at most colleges by more than the 3.4 percent per year reflected by LFO. The 15 percent increase request also highlighted that revenue from tuition has not kept pace with increased costs as colleges continue to recover enrollment after the historic declines of the pandemic.

Ultimately, community colleges received the state CSL funding level of \$854.4 million, representing a 6.9 percent increase in funding over the previous biennium. Nearly all other programs under the Higher Education Commission received state CSL funding.

#### Capital Construction Projects

Three colleges had new projects go before the 2025 Legislature for approval, totaling \$20 million – \$8 million for the Clackamas Center for Excellence for Farming, Horticulture and Wildland Fire, \$4 million for a Cosmetology Campus Building at Klamath Community College, and \$8 million for classroom and lab updates at Mt. Hood Community College.

Two colleges also had projects approved in previous sessions and sought to have those projects reauthorized. The projects include a Marine Science Center at Clatsop Community College and a Welding and Manufacturing Trades Center at Southwestern Oregon Community College.

OCCA presented these projects before the Joint Ways and Means Subcommittee on Capital Construction and advocated throughout the session for community college capital projects, which were all funded at the levels requested in the capital construction bill (SB 5505) that passed in the last days of the session.

#### Capital Construction (HB 3635)

One of OCCA's session priorities was to increase the \$8 million cap for Article XI-G capital construction funds to which colleges have been restricted since 2007. OCCA worked with Rep. Zach Hudson, Chair of the House Committee on Higher Education and Workforce Development, to introduce HB 3635. In its original form, this legislation would have raised the cap on Article XI-G projects to \$14.25 million based on the Consumer Price Index (CPI) rate of inflation.

After a successful hearing before the House Committee on Higher Education and Workforce Development, the committee amended HB 3635 to raise the cap to \$15 million, based on

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updated CPI information and to have the cap increase each biennium based on inflation. The committee approved the legislation, which was then referred to the Joint Committee on Ways and Means. Instead of moving HB 3635, however, the Ways and Means Subcommittee on Capital Construction amended [SB 5505](#), the primary capital construction bill, with language setting the cap for community colleges at \$12 million for projects requested after July 1, 2025.

The complete OCCA End of Session Legislative Report can be found at the link below.  
<https://occa17.us10.list-manage.com/track/click?u=e4b81c7b6dc04ec83a598ac18&id=57cda47ae4&e=7dcbfb46d2>



## PERSONNEL REPORT

### Prepared by

Alice Sprague, Vice President—Governance and Administration

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### NEW HIRES

Ailany Medina-Canchola, Department Specialist—Polk Center, Academic Affairs Division, 100 percent, 12-month assignment, Range B3, Step 3.

Laura Ramirez, Department Technician II—Yamhill Valley Campus (YVC), Academic Affairs Division, 100 percent, 12-month assignment, Range B2, Step 3.

Nicholas A. Recktenwald, Dean of Academic Development and Workforce Programs—Workforce Partnerships, Workforce Innovation and Strategic Engagement Division, 100 percent, 12-month assignment, Range D3, Step 5.

Jennifer L. Van Horn, Instructional Specialist—Library and Learning Resources, Student Affairs Division, 100 percent, 12-month assignment, Range B3, Step 4.

### RETIREMENTS

Cheryl M. Davis, Instructor-Health Information Management—Behavioral Health and Health Promotion, Career and Technical Education Division (CTE), effective June 30, 2025.

Kevin Robert Dye, Instructor-English—Arts, Humanities, and Education, General Education and Transfer Studies (GETS), effective June 30, 2025.

Stephen D. Greco, Instructor-Electronics—Agriculture Sciences and Technology, Career and Technical Education (CTE), effective June 30, 2025.

Edward J. Lazzara, Instructor-Spanish—Arts, Humanities, and Communications, General Education and Transfer Studies Division (GETS), effective June 30, 2025.

### SEPARATIONS

Lani Davidson, Instructor-English/Writing—Arts, Humanities and Communication, Academic Affairs Division, effective June 30, 2025.

Kristina L. Edwards, Custodian I—Capital Projects and Facilities, College Support Services Division, effective June 24, 2025.

Laura Janette Moreno Garcia, Student Services Specialist—High School Partnerships, Workforce Innovation and Strategic Engagement Division, effective June 30, 2025.

Ricardo Soto Gonzales, Student Services Specialist—Pre-College Programs, Student Affairs Division, effective June 30, 2025.

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William “Bill” J. Hamlin, Learning Technician Facilitator—Center for Academic Innovation, Academic Affairs Division, effective June 30, 2025.

Duane M. Hibbeler, Instructor CAD/CAM—Applied Technologies, Academic Affairs Division, effective June 30, 2025.

Kristin M. Mauro, Instructional Coordinator/Analyst II—Business Programming and Education and Early Childhood Education (ECE), Academic Affairs Division, effective June 30, 2025.

Bernadette Murphy, Instructor-Nursing—Yamhill Valley Campus (YVC), Career and Technical Education (CTE) and Wine Studies, Academic Affairs Division, effective June 30, 2025.

Daniel J. Perkins, Instructional Specialist, 10-month—Applied Technologies, Career and Technical Education (CTE), effective June 30, 2025.

Vona Aleen Rice, Instructional Technician, 10-month—Education and Early Childhood Education (ECE), General Education and Transfer Studies Division (GETS), effective June 20, 2025.

Hsia-Yun Shotwell, Student Services Specialist—Education, Academic Affairs Division, effective July 31, 2025.

Robert Beb Vasquez Jr., Instructor-Anesthesia Technician—Health Sciences, Academic Affairs Division, effective June 30, 2025.

## **BUDGET STATUS REPORT**

### **Prepared by**

Rich Kline, Director—Business Services

Brian Knowles, Director—Budget and Finance

Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

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Closing of year-end financial reports and preparation for the audit are now in progress. The General Fund Revenue and Expense Statement In-Progress for the period ending June 30, 2025, will be included in the September board report.

Final year-end financial reports will be available at the completion of the 2024–2025 audit. College auditors will be presenting the audit report at the December board meeting.

The Status of Investments for the period ending June 30, 2025, is included.

## Status of Investments

June 30, 2025

Oregon State Treasurer Investments	Statement Date	Maturity Date	Account Balance	Rate as of 6/30/2025
	Date	Date		
Oregon Short-Term Fund - General	6/30/2025	On demand	\$ 18,808,860.61	4.600%
Oregon Short-Term Fund - Capital	6/30/2025	On demand	\$ 10,076,042.22	4.600%
Total Oregon State Treasurer Investments			\$ 28,884,902.83	

Other Investments	Investment Date	Maturity Date	Amount Invested	Yield
	Date	Date		
Corporate Note - Bank of America Corp	12/13/2024	8/1/2025	\$ 1,995,320.00	4.245%
Treasury Note - United States Treasury	10/1/2024	8/15/2025	\$ 3,000,000.00	3.961%
Certificate of Deposit - Willamette Valley Bank	4/25/2024	8/24/2025	\$ 2,000,000.00	4.750%
Certificate of Deposit - Willamette Valley Bank	9/12/2024	9/10/2025	\$ 3,000,000.00	5.000%
Treasury Note - United States Treasury	11/22/2024	9/30/2025	\$ 2,897,430.00	4.100%
Gov't Agency Federal Farm Credit Bank	10/30/2024	10/1/2025	\$ 2,000,000.00	4.286%
Corporate Note - Australia & New Zealand Banking Group	12/13/2024	10/3/2025	\$ 3,036,570.00	4.119%
Treasury Note - United States Treasury	12/11/2024	11/15/2025	\$ 2,945,970.00	4.248%
Corporate Note - Visa	12/12/2024	12/14/2025	\$ 2,972,970.00	4.070%
Treasury Note - United States Treasury	12/12/2024	12/15/2025	\$ 2,994,090.00	4.201%
Corporate Note - TD Bank	12/12/2024	1/9/2026	\$ 3,027,510.00	4.220%
Gov't Agency Federal Home Loan Bank	2/4/2025	1/23/2026	\$ 3,002,041.25	4.185%
Treasury Note - United States Treasury	1/9/2025	2/28/2026	\$ 2,947,830.00	4.081%
Corporate Note - Exxon Mobile Corp	1/9/2025	3/1/2026	\$ 2,962,500.00	4.173%
Treasury Note - United States Treasury	3/28/2025	4/15/2026	\$ 2,491,650.00	4.077%
Corporate Note - Century Housing Corp	4/17/2025	4/15/2026	\$ 3,000,000.00	4.550%
Corporate Note - Westpac Banking Corp	1/23/2025	4/16/2026	\$ 2,021,440.00	4.291%
Treasury Note - United States Treasury	3/28/2025	5/15/2026	\$ 2,487,825.00	4.066%
Treasury Note - United States Treasury	2/20/2025	5/31/2026	\$ 2,401,647.39	4.076%
Total Other Investments			\$ 51,184,793.64	4.242% weighted average yield

13 week Treasuries 4.24% as of 6/30/2025

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  
Aaron Hunter, Vice President/Chief Financial Officer

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### **BOND PROJECT COORDINATOR**

A Request for Proposal for a Bond Project Coordinator will be advertised on the college's Procurement Services website and on the OregonBuys website in July of 2025. A recommendation for contract award will be made to the College Board of Education at its September meeting.

## CAPITAL PROJECTS REPORT

### Prepared by

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

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### ONGOING PROJECTS

#### **Building 2 Ice Storm Restoration**

Building 2 is entering a pivotal phase with preparation to transition kitchen equipment from Building 42, which closed for food service after June 15. All contractors remain actively engaged, with insulation work and wall coverings wrapping up shortly. This momentum keeps us on track for a Fall 2025 reopening, aiming to deliver enhanced, collaborative spaces for students and staff. During renovations, food services will continue to be available in Building 8 and Building 2 near the Associated Students of Chemeketa area.

#### **Building 14 Seismic Rehabilitation**

Progress on the Building 14 seismic retrofit is accelerating. The team has begun exterior brick removal and is completing the assembly of one side of the building. Coordination with local fire departments ensures uninterrupted building occupancy during construction. The project is advancing according to schedule, targeting completion in September 2025.

### PLANNING PROJECTS

#### **Lighting Retrofit Projects**

Facilities continues to advance lighting upgrades across multiple campus buildings, aligning with the latest Oregon lighting standards. These retrofits are designed to improve energy efficiency and environmental impact. We are also evaluating future opportunities for innovative lighting solutions to further enhance campus sustainability.

#### **Building 6 LED Upgrade**

The Building 6 LED upgrade is scheduled to launch this summer. Once the new LED fixtures arrive, a comprehensive building-wide installation will commence, promising improved lighting quality, reduced maintenance, and significant energy savings.

#### **Building 7 Remodel**

The Building 7 design team continues to hold weekly meetings to clearly define the current and future needs of the programs using the space. The focus is on gathering diverse input to ensure the remodel delivers a wellness-centered, flexible space that meets the evolving needs of students, athletes, and the community. The conceptual design phase is progressing, with an emphasis on inclusivity and adaptability.

See Appendix-2; Campus Maps, Pages 58-59

**INSTITUTIONAL ADVANCEMENT  
FOUNDATION QUARTERLY REPORT  
APRIL 1, 2025–JUNE 30, 2025**

**Prepared by**

Shawn Keebler, Development Associate—Chemeketa Foundation  
Jamie Wenigmann, Director of Development—Chemeketa Foundation  
Marie Hulett, Executive Director—Institutional Advancement  
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

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**NEW SCHOLARSHIP ESTABLISHED**

There has been one new scholarship established this quarter:

**Jennifer Marie (Horner) Chase Scholarship: Maps Credit Union Scholarship:** This fund was established initially by a gift from Gary C. Horner, Ph.D. The purpose of this fund is to provide assistance for students enrolled in the Nursing Program at Chemeketa Community College.

**NEW FOUNDATION BOARD MEMBER**

In a unanimous vote by the Chemeketa Foundation Board, Kim Hanson was elected to a three-year term as a member of the Foundation Board of Directors. She is a strong advocate for community partnerships, has a familiarity with Chemeketa programs and scholarships, and spearheaded a new Maps Credit Union Scholarship for regional high school students attending Chemeketa. She currently serves with Jessica on the Mid-Willamette Valley Regional Solutions Advisory Committee, as well as the Executive Director of Private Foundation for Maps Credit Union.

**STARS RECEPTION**

The 2025 STARS Reception was held Friday, May 30, at the Salem Convention Center (SCC). This was the third year hosting this event at SCC, and the Foundation has continued to receive positive feedback from donors, students, and Foundation staff regarding the venue, catering, and support staff. More than 180 donors, community supporters, and scholarship recipients were in attendance. A big thank you to everyone who made this event a success. In total, the event raised \$9,500 toward event costs with an additional \$1,500 in-kind printing services.

**Gold STAR Sponsors:**

- Schwabe, Williamson & Wyatt
- Willamette Valley Medical Center

**Silver STAR Sponsors:**

- Oregon State Credit Union
- Pepsi

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Bronze STAR Sponsors:

- Collective Wealth Planning
- Willamette Health Council
- Fast Signs (in-kind)
- Select Impressions (in-kind)

Community STAR Sponsors:

- Grove, Mueller & Swank

FOUNDATION ADMINISTRATIVE ASSISTANT POSITION UPDATE

After more than a year in the role, we are saddened to announce that Sydney Purdy has decided to move on from the role of Foundation administrative assistant. During her time in the Foundation, she helped streamline the launch of the new scholarship suite through Blackbaud, set up a procedure manual for awarding, and helped with the awarding of more than 400 scholarships. Foundation staff are deeply grateful to have had her support and wish her the very best in her new role outside of the college. The Foundation is still in need of additional support, and will be reassessing the requirements of the administrative assistant position to ensure that the most qualified person is hired and retained for this position. Look forward to seeing more on this topic in the future.

QUARTERLY DONATION REPORT

The total amount of cash contributions for April 1, 2025–June 30, 2025, is \$402,797; the total valuation of in-kind contributions during April 1, 2025–June 30, 2025, is \$20,448.47.



**GRANT ACTIVITIES  
APRIL–JUNE 2025**

**Prepared by**

Gaelen McAllister, Director—Institutional Grant Development  
Alice Sprague, Vice President—Governance and Administration

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**GRANT APPLICATIONS SUBMITTED**

<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
Oregon Department of Education (ED) Secondary Career Pathways	CTE-Perkins MWEC	Collaboration with MWEC high schools to fund high school CTE projects. Submitted by Ed Woods.	\$25,500
U.S. Department of Health & Human Services (HHS)—Health Resources & Services Administration (HRSA)	Career & Technical Education (CTE)—Behavioral Health	Funds recruitment and support for students seeking credentials as Qualified Mental Health Associates (QMHA) and to obtain cross credentials in both Certified Alcohol and Drug Counselor and QMHA. Submitted by Shaunah Steele on 4/1/2025.	\$1,399,876
Yamhill Community Care Organization (YCCO)	Yamhill CTE—Medical Assisting	Collaboration with McMinnville High School to offer dual enrollment Medical Assisting certification training to high school seniors. Submitted by Paul Davis on 4/11/2025.	\$99,909
Oregon Well Being Trust—Education Employee Wellbeing	CTE—Health and Human Performance	Wellness Committee activities and incentives to increase employee wellness. Submitted by Raschel Larsen on 4/10/2025.	\$57,340
Oregon Center for Nursing—RENEW	CTE—Nursing	Creates faculty recruitment and retention innovations to increase capacity of Nursing program. Submitted Sandi Kellogg on 5/2/2025.	\$277,273
Oregon Youth Development Division (YDD) Reengagement	Workforce Innovation and Strategic Innovation (WISE)—High School Partnerships	Expands Youth GED options by adding classes in Spanish. Submitted by Sarah Whisenhunt on 6/9/2025.	\$200,000

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Oregon Youth Development Division (YDD) Jobs	WISE–High School Partnerships	Creates a Youth Workforce Readiness HUB to connect youth to career pathways, essential employability skills, and industry recognized credentials. Submitted by Sarah Whisenhunt on 6/23/2025.	\$300,000
HECC–Career Pathways	WISE–Academic Development	Funds access to career exploration, success coaching, workforce training to low income students. Submitted by Sara Hastings on 5/30/2025.	\$861,701.
Burlington English	WISE–Academic Development	Funds seats for ESOL students in Burlington English program. Submitted by Sara Hastings on 4/25/2025.	\$48,000
Marion County–YEDAAG	WISE–High School Partnerships	Expands Youth GED options in partnership with the Kroc Center. Submitted by Sarah Whisenhunt on 4/25/2025.	\$72,607.38
HECC–CCWD	WISE–High School Partnerships	Provides a Career Connected Learning Systems navigator to link students with career options and training. Submitted by Maira Garcia & Sarah Whisenhunt on 5/22/2025.	\$128,702
Oregon Department of Human Services–Temporary Assistance for Needy Families (TANF)	WISE–Academic Development	Funds a job navigator to connect low income participants to training and supports needed to achieve self-sufficiency. Submitted by Sara Hastings on 4/23/2025.	\$98,994
OR ED Workforce Innovation and Opportunity Act (WIOA) Title II	WISE–Academic Development	Supports developmental education courses and supportive services. Submitted by Sara Hastings on 5/30/2025.	\$643,781
OR ED WIOA IELCE	WISE–Academic Development	Provides instruction in English language acquisition and instruction on citizenship rights and responsibilities, civic participation, and workforce training. Submitted by Sara Hastings.	<u>TBD</u>
Childcare Infrastructure	General Education and Transfer Studies (GETS)	Would support renovation of Child Development Center to increase quality of care and capacity to serve ECE students. Submitted by Isaac Talley on 4/30/2025.	\$435,301

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Oregon Community Foundation-Latino Partnership Program	Student Affairs–CAMP	To support leadership training at the CAMP summer bridge program to support emergent student leaders. Submitted by Liliana Landa-Villalba on 5/15/2025.	\$10,000
		<b>Total Grant Applications:</b>	<b>\$4,658,984</b>

GRANTS PENDING NOTIFICATION			
National Science Foundation S–STEM	GETS–STEM	Provides scholarships and supportive services to low income students pursuing STEM transfer degrees. Submitted by Keith Schloeman and Shannon Othus-Gault on 3/4/2025.	\$1,999,946
U.S. Senators Merkley and Wyden Community Directed Spending	CTE– Behavioral Health, Facilities	Request for congressional earmark in the 2026 budget for the Building 7 renovation to support increased access to Behavioral Health and physical therapy assistant training spaces. Submitted by Shaunah Steele on 2/23/2025.	\$2,000,000
Oregon Department of Education– Educator Advancement Council Grow Your Own	General Education and Transfer Studies (GETS)– Education	Renewal application. Designed to increase the diversity of the teacher workforce, this grant funds recruitment and support of teachers through and including adults working as teaching assistants, dual enrollment students, and general education students who are considering education careers. Submitted by Karla Hale on 1/15/2025.	\$299,885
National Science Foundation Engine	CTE– Agricultural Science and Technology	In partnership with Oregon State University’s Frontiers of Advanced Semiconductor Technology (FAST) project would support semiconductor industry training in the Electronics program. Submitted by Tim Ray on 1/30/2025.	\$527,390
U.S. ED, College Assistance Migrant Program (CAMP)	Student Affairs, College Access Programs	Supports students from migrant and seasonal farm worker backgrounds during their first year in college. Funds Success Coaches, tutoring, and student assistance. 5 years. Submitted by Liliana Landa Villalba on 11/13/2024.	\$2,375,000
U.S. Department of Education, High School Equivalency Program (HEP)	Workforce Innovation & Strategic Innovation, Academic Development	Supports students earning high school equivalency diploma (HSED), transitioning into postsecondary education or a training program, upgraded employment or the military. 5-year Renewal grant.	\$2,374,406

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		Submitted by Laura Leon-Cipriano on 11/13/2024.	
U.S. Department of Education TRIO Student Support Services (SSS)	Student Affairs–College Access Programs (CAP)	TRIO SSS Salem provides supports for first- generation, low-income students to complete a degree and transfer to 4-year school. Funds Success Coaches, tutoring, student support. 5 years. Submitted by Liliana Landa-Villalba and Hayley Gibbs on 7/12/2024.	\$1,690,515
U.S. ED TRIO SSS YVC and Woodburn	General Education and Transfer Studies	TRIO SSS Yamhill Valley Campus and Woodburn Center. New project application to provide supports for first-generation, low-income students to complete degree and transfer to 4-year school. Funds Success Coaches, tutoring, student support. 5 years. Danielle Hoffman and Elias Villegas on 7/14/2024.	\$1,361,715
U.S. ED TRIO Disability Student Support Services	Student Affairs–College Access Programs (CAP)	TRIO D-SSS provides supports for students with disabilities to complete a degree and transfer to a 4-year school. Funds Success Coaches, tutoring, student support. 5 years. Submitted by Liliana Landa-Villalba and Hayley Gibbs on 7/12/2024.	\$1,460,305
U.S. ED Basic Needs	Student Affairs-Counseling	Creates a coordinated Basic Needs Center to provide comprehensive wrap around supports and referrals to students to increase retention and completion. Submitted by Blanca Aguirre on 8/5/2025.	\$899,712

<b>GRANTS DECLINED—April–June 2025</b>			
<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
Childcare Infrastructure	General Education and Transfer Studies (GETS)	Would support renovation of Child Development Center to increase quality of care and capacity to serve ECE students. Submitted by Isaac Talley on 4/30/2025.	\$435,301
Oregon Well Being Trust–Education Employee Wellbeing	CTE–Health and Human Performance	Wellness Committee activities and incentives to increase employee wellness. Submitted by Raschel Larsen on 4/10/2025.	\$57,340
University of Washington Global and Asian Studies Centers,	GETS–Music	Will develop a world music course designed to be inclusive and accessible to students of all musical backgrounds, this course will explore thriving musical traditions often overlooked in standard	\$4,000

Standard Report-6  
July 16, 2025

		music curricula. Submitted by Bryce Tomlin and Holly Hang on 2/12/2025.	
National Science Foundation HSI ELPSE	GETS–STEM	The HSI Implementation Project: Inclusive Community Collaboration and Supportive Cohorts to Improve STEM Student Success. Submitted by Shannon Othus-Gault and Keith Schloeman on 2/12/2025.	\$499,840
PGE Foundation	Student Affairs and Chemeketa Foundation	“Be First” grant for scholarships and connections to McKay high school students to increase college going and retention. Provides scholarships for McKay graduates to encourage college going. Submitted 1/10/2025.	\$25,000
Oregon Department of Agriculture	CTE–Agricultural Science and Technology	Collaboration with Building Ag Futures to launch Oregon’s first BOLI-certified Registered Apprenticeship program for Standard and Organic Farm Managers. Submitted by Sarah McArthur on 1/31/2025.	\$173,250

<b>GRANTS AWARDED—April–June 2025</b>			
<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
Oregon Department of Transportation (ODOT)	Center for Business and Industry (CCBI)	Updates train the flagger trainer materials to new Oregon standards. Submitted by JD Shinn on 3/22/2025.	\$38,359.16
Oregon HECC First Generation Student Success	Student Affairs–GETS	Renewal application provides success coaching, embedded tutoring, faculty professional development to increase retention and graduation. Submitted 3/17/2025.	\$356,212.80
OR ED Secondary Career Pathways	CTE–Perkins MVEC	Collaboration with MVEC high schools to fund high school CTE projects. Submitted by Ed Woods.	\$25,500
Wish You Well Foundation	WISE–ESOL	McMinnville Plaza Comunitaria Partnership with McMinnville Public Library, Mid Valley Literacy, Unidos, Oregon Child Development Coalition, Mexican Consulate and McMinnville School District for adult completion of primary, secondary and high school education. Submitted Melody Abarca-Millan on 3/15/2025.	\$9,850
OR ED GED Wrap Around	WISE–GED	Renewal grant application. Supports GED students with navigation, tutoring, testing fees and wrap around funds. Submitted by Sara Hastings on 3/21/2025.	\$202,904

Standard Report-6  
July 16, 2025

SNAP Training and Employment Program	WISE–SNAP Training and Employment Program	Annual renewal application that funds training and career services for low income individuals. Submitted Sara Hastings and Susana Garcia on 3/14/2025.	\$608,346
HECC–Career Pathways	WISE–Academic Development	Funds access to career exploration, success coaching, workforce training to low income students. Submitted by Sara Hastings on 5/30/2025.	\$861,701
Burlington English	WISE–Academic Development	Funds seats for ESOL students in Burlington English program. Submitted by Sara Hastings on 4/25/2025.	\$48,000
YEDAAG	WISE–High School Partnerships	Expands Youth GED options in partnership with the Kroc Center. Submitted by Sarah Whisenhunt on 4/25/2025.	\$72,607.38
HECC–CCWD	WISE–High School Partnerships	Provides a Career Connected Learning Systems navigator to link students with career options and training. Submitted by Maira Garcia and Sarah Whisenhunt on 5/22/2025.	\$128,702
Oregon Department of Human Services–TAN-F	WISE–Academic Development	Funds a job navigator to connect low income participants to training and supports needed to achieve self-sufficiency. Submitted by Sara Hastings on 4/23/2025.	\$98,994
OR Ed WIOA Title II	WISE–Academic Development	Supports developmental education courses and supportive services. Submitted by Sara Hastings on 5/30/2025.	\$643,781
ODOT	WISE–High School Partnerships	Supports Chemeketa’s Driver Education Permit Course to prepare students to pass their permit test. Submitted by Sarah Whisenhunt. Submitted 3/28/2025.	\$15,303
ODOT	WISE–High School Partnerships	Funds innovative Parent Education Course, “Setting Your Teen Up for Driving Success” to prepare adults for teaching teen drivers. Submitted by Sarah Whisenhunt on 3/28/2025.	\$19,885
<b>Total Grant Funding Awarded</b>			<b>\$3,130,145.34</b>

## **SPRING TERM ENROLLMENT REPORT**

### **Prepared by**

Beth Holscher, Institutional Research Analyst  
Colton Christian, Dean, Academic & Organizational Effectiveness  
Jessica Howard, President

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Items included in this report:

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

Chemeketa Community College  
Spring 2025  
Student, FTE and Enrollment Profile

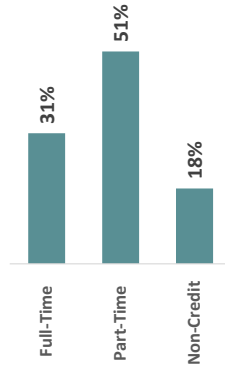
Students: 10,759

Student Headcount by Student Status

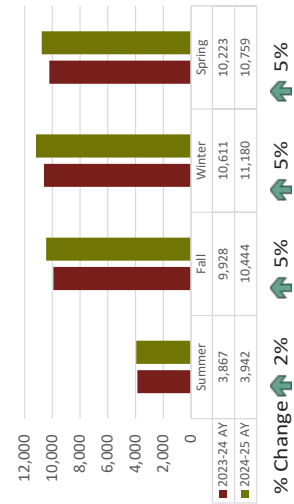
Full-Time	Part-Time	Non-Credit
3,360	5,461	1,938
31%	51%	18%

\*Students refers to unduplicated headcount

Distribution of Students



Student Headcount Year-to-Year

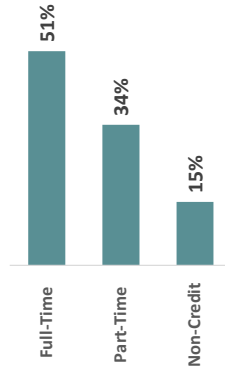


Total FTE: 2,299

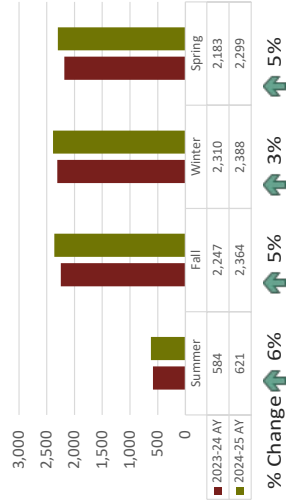
Total FTE by Student Status

Full-Time	Part-Time	Non-Credit
1,177	773	349
51%	34%	15%

Distribution of FTE



Total FTE Year-to-Year



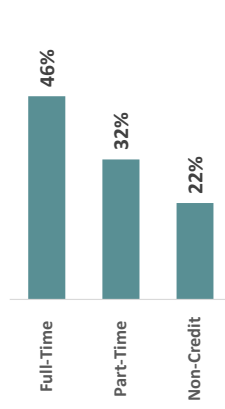
Enrollments: 32,274

Enrollments by Student Status

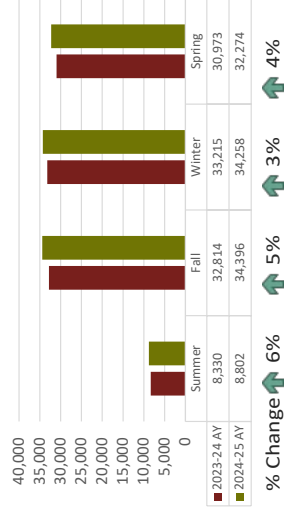
Full-Time	Part-Time	Non-Credit
14,920	10,274	7,080
46%	32%	22%

\*Enrollment refers to duplicated headcount

Distribution of Enrollments



Enrollments Year-to-Year





Chemeketa Community College  
**Spring 2025**  
 Student, FTE and Enrollment Profile

Spring-to-Spring Comparison

Spring Term FTE and Headcount	Spring 2024	Spring 2025	% Change
Reimbursable FTE	2,127	2,206	3.7%
Non-Reimbursable FTE	56	94	67.5%
Total FTE	2,183	2,299	5.3%
Unduplicated Headcount	10,223	10,759	5.2%

Year-to-Date

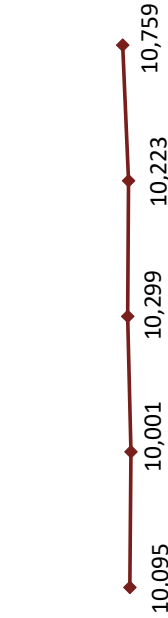
Year-to-Date FTE and Headcount	2023-24	2024-25	% Change
YTD Reimbursable FTE	7,055	7,335	4.0%
YTD Non-Reimbursable FTE	269	338	25.5%
YTD Total FTE	7,324	7,672	4.8%
YTD Unduplicated Headcount	17,268	18,034	4.4%

Spring Reimbursable FTE



Spring 2021	Spring 2022	Spring 2023	Spring 2024	Spring 2025
% Change	↓ -4%	↑ 4%	↑ 4%	↑ 4%

Spring Unduplicated Headcount



Spring 2021	Spring 2022	Spring 2023	Spring 2024	Spring 2025
% Change	→ -1%	→ 3%	→ -1%	↑ 5%

YTD Reimbursable FTE



2020-21	2021-22	2022-23	2023-24	2024-25
% Change	↓ -7%	↑ 4%	→ 1%	↑ 4%

YTD Unduplicated Headcount



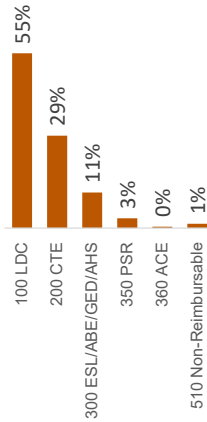
2020-21	2021-22	2022-23	2023-24	2024-25
% Change	→ 1%	→ 1%	→ -4%	↑ 4%

Chemeketa Community College  
Spring 2025  
Student, FTE and Enrollment Profile

This page provides a breakdown of enrollment by activity, race/ethnicity, and gender. The percentage of the population in our district from each demographic group (race/ethnicity and gender) is provided alongside the student percentages. This allows the reader to compare the percentage of students to the percentage of people in the population from each demographic group to determine whether these percentages align. If the percentages align, this indicates that people in the district are accessing Chemeketa Community College at a rate that's proportionate to their representation in the district. If the percentages don't align, this indicates that people in the district are accessing Chemeketa Community College at a rate that's disproportionate to their representation in the district.

### FTE by Activity

Activity	FTE	%
100 Lower Div Collegiate	1,264	55%
200 Career Tech Educ	668	29%
300 ESL/ABE/GED/AHS	256	11%
350 Post Secondary Rem	70	3%
360 Adult Cont Educ	10	0%
510 Non-Reimbursable	31	1%
<b>Total</b>	<b>2,299</b>	<b>100%</b>



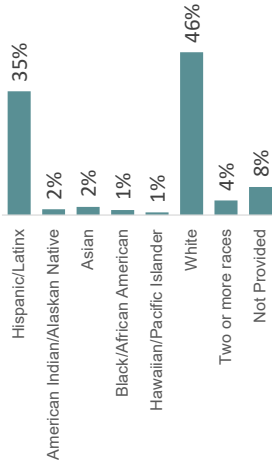
#### Activity Codes

All courses at Community Colleges are assigned ACTI (activity) Codes to categorize sections into specific educational activities.

- 100** Lower Division Collegiate (WR121 Intro to Composition, MTH112 Precalculus 2: Trigonometry)
- 200** Career Technical Education (NUR106 Fundamentals of Nursing, WLD159 Ornamental Iron Work)
- 300** ESL/ABE/GED/AHS [This consists of several groups, which include English as a Second Language (XCEE0517B English Now!), Adult Basic Education (XABE0793J ABE Skills Lab), General Education Development (XGED0793J GED Skills Lab), and Adult High School (XHSC0911G Grammar & Punctuation)]
- 350** Post Secondary Remedial (MTH070 Elementary Algebra, WR090 Fundamentals of Writing)
- 360** Adult Continuing Education (XDRV0001H Motorcycle eRider Basic, XEMT0571A EMT/Paramedic Skills Lab)
- 510** Non-Reimbursable (XMUP0001F Chamber Chorus, XSSP0001X Use Memory Strategies Workshop)

### Race/Ethnicity

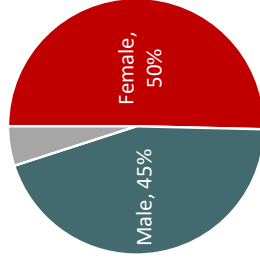
Race/Ethnicity	Chemeketa Headcount	%	District
Hispanic/Latinx	3,794	35%	24%
American Indian/Alaskan Native	178	2%	1%
Asian	251	2%	2%
Black/African American	155	1%	1%
Hawaiian/Pacific Islander	81	1%	1%
White	4,993	46%	65%
Two or more races	445	4%	5%
Not Provided	862	8%	1%
<b>Total</b>	<b>10,759</b>	<b>100%</b>	<b>100%</b>



### Gender

Gender	Chemeketa Headcount	%	District
Female	5,420	50%	50%
Male	4,804	45%	50%
Not Provided	535	5%	0%
<b>Total</b>	<b>10,759</b>	<b>100%</b>	<b>100%</b>

\* District demographics from 2023 Census.



## RECOGNITION REPORT

### Prepared by

Jessica Howard, President/Chief Executive Officer

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

Thank you to everyone in Facilities who worked tirelessly to complete the impossible...having a baseball stadium ready to go for thousands of fans in under a month! Other important recognition should go to Athletics and Information Technology staff.

2025 Commencement was celebratory and special for graduates, parents, friends, and the entire Chemeketa community. We thank the commencement committee: MIKE EVANS, MANUEL GUERRA PEREZ, MICHELLE LIMAS, HEATHER MISENER, RYAN WEST, and STACEY WELLS.

The college and the committee also thank the individuals who volunteered to help make 2025 Commencement a success: DAVID ABDERHALDEN, ROSALBA AGUILAR DE LUNA, BLANCA AGUIRRE, KAREN ALEXANDER, ALMA AMAYA, ANGELA ARCHER, KIM BAIN, LIZ BAY, SARAH BEATTY, TRICIA BLISS, FATIMA BURGER, JENNIFER COX, DENNIS CREPEAUX, JORDAN DEROSIA, HAYLEY GIBBS, JOEL GISBERT, KARYNA GONZALEZ, ABBY GREWATZ, RUSSELL JONES, SAM KIRBY, THOMAS LAMBERT, LILIANA LANDA-VILLALBA, DANIEL LEHMAN, LIDIA LUNA, JAMES MCNICHOLAS, ISABEL MENDOZA, CINDY MOORE, CLARIBEL MORENO, LUPE NAJAR-PEREZ, AMANDA PATRICK, TIFFANY PAYNE, KATIE RALLOJAY, CINTIA RAMOS CARREON, AZUSENA ROSALES SUARES, ANA SANCHEZ, RICARDO SOTO GONZALEZ, MEAGAN USSELMAN, ELIAS VILLEGAS, GARY WEST, DOUG YANCEY, ENDY ZARATE, MIKE ZUNIN, FACILITIES STAFF, PUBLIC SAFETY, STUDENT LIFE STAFF, and thank you to all of the faculty and staff who showed up to support our graduates!

Separate Action-1  
July 16, 2025

**APPROVAL OF RETIREMENT RESOLUTION  
NO. 25-26-02, CHERYL M. DAVIS; NO. 25-26-03, KEVIN ROBERT DYE;  
NO. 25-26-04, STEPHEN D. GRECO; AND NO. 25-26-05, EDWARD J. LAZZARO  
[25-26-100]**

**Prepared by**

Alice Sprague, 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 the resolutions honoring Cheryl M. Davis who retired effective June 30, 2025, Kevin Robert Dye who retired effective June 30, 2025, Stephen D. Greco who retired effective June 30, 2025, and Edward J. Lazzaro who retired effective June 30, 2025.

It is recommended that the College Board of Education adopt Resolution No. 25-26-02, Cheryl M. Davis; Resolution No. 25-26-03, Kevin Robert Dye; Resolution No. 25-26-04, Stephen D. Greco; and Resolution No. 25-26-05, Edward J. Lazzaro.

Separate Action-1  
July 16, 2025

**RETIREMENT RESOLUTION NO. 25-26-02,  
CHERYL M. DAVIS**

WHEREAS, Cheryl M. Davis began her 18 year 10-month association, as a salaried employee, with Chemeketa Community College in September 2006; and

WHEREAS, Cheryl M. Davis gave dedicated service to Chemeketa Community College currently as an Instructor-Health Information Management, Behavioral Health and Health Promotion, and Career and Technical Education Division (CTE),

BE IT RESOLVED, that upon her retirement date of June 30, 2025, the College Board of Education hereby honors and commends Cheryl M. Davis for her loyalty, dedication, and personal commitment to Chemeketa Community College.

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Ken Hector  
Board Chairperson

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Jessica Howard  
President/Chief Executive Officer

Separate Action-1  
July 16, 2025

**RETIREMENT RESOLUTION NO. 25-26-03,  
KEVIN ROBERT DYE**

WHEREAS, Kevin Robert Dye began his 21 year 9-month association, as a salaried employee, with Chemeketa Community College in September 2003; and

WHEREAS, Kevin Robert Dye gave dedicated service to Chemeketa Community College currently as an Instructor-English, Arts, Humanities, and Education, and General Education and Transfer Studies (GETS),

BE IT RESOLVED, that upon his retirement date of June 30, 2025, the College Board of Education hereby honors and commends Kevin Robert Dye for his loyalty, dedication, and personal commitment to Chemeketa Community College.

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Ken Hector  
Board Chairperson

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Jessica Howard  
President/Chief Executive Officer

Separate Action-1  
July 16, 2025

**RETIREMENT RESOLUTION NO. 25-26-04,  
STEPHEN D. GRECO**

WHEREAS, Stephen D. Greco began his 10 year 10-month association, as a salaried employee, with Chemeketa Community College in September 2014; and

WHEREAS, Stephen D. Greco gave dedicated service to Chemeketa Community College currently as an Instructor-Electronics, Agriculture Sciences and Technology, and Career and Technical Education (CTE),

BE IT RESOLVED, that upon his retirement date of June 30, 2025, the College Board of Education hereby honors and commends Stephen D. Greco for his loyalty, dedication, and personal commitment to Chemeketa Community College.

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Ken Hector  
Board Chairperson

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Jessica Howard  
President/Chief Executive Officer

Separate Action-1  
July 16, 2025

**RETIREMENT RESOLUTION NO. 25-26-05,  
EDWARD J. LAZZARA**

WHEREAS, Edward J. Lazzara began his 28 year 10-month association, as a salaried employee, with Chemeketa Community College in September 1996; and

WHEREAS, Edward J. Lazzara gave dedicated service to Chemeketa Community College currently as an Instructor-Spanish, Arts, Humanities, and Communications, and General Education and Transfer Studies (GETS),

BE IT RESOLVED, that upon his retirement date of June 30, 2025, the College Board of Education hereby honors and commends Edward J. Lazzara for his loyalty, dedication, and personal commitment to Chemeketa Community College.

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Ken Hector  
Board Chairperson

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Jessica Howard  
President/Chief Executive Officer



**APPROVAL OF EMERGENCY MEDICAL SERVICES  
ASSOCIATE OF APPLIED SCIENCE DEGREE (AAS)  
[25-26-101]**

**Prepared by**

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

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The Emergency Medical Technology program is seeking board approval to add a new Emergency Medical Services (EMS) Associates of Applied Science (AAS) degree.

This degree will prepare competent entry-level paramedics in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician, and/or Emergency Medical Responder levels.

Chemeketa's EMS Degree with a paramedic focus is accredited by the Commission on Accreditation of Allied Health Education Programs upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

The focus will be on individuals looking for EMS-focused degrees to further their careers in our communities, which are focused on first responder employment in fire, medical, and hospital-focused areas.

The continued need for first responders in the workforce is great. The Chemeketa EMS Advisory board and Oregon EMS consortium are continuing to be challenged by the Oregon Health Authority to help reduce barriers to facilitate paramedic education and viable candidates for employment.

Looking at initial certification data over the past 10 years from the [National Registry of Emergency Medical Technicians](#), representing those entering the workforce, there has been an average growth of 4.3 percent each year, however, there are varying national estimates of the overall EMS workforce.

This continues to be a concern secondary to the rate of providers leaving the workforce. To follow workforce dynamics over time and provide more accurate estimates, the National Registry evaluated full state-based populations of EMS clinicians requiring certification for licensure. In these populations, turnover estimates varied from 16 percent to 26 percent and were higher among those with patient care roles.

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

It is recommended that the College Board of Education approve the EMS AAS degree.

**APPROVAL OF EMERGENCY MEDICAL SERVICES  
ASSOCIATE OF APPLIED SCIENCE DEGREE**

<b>Course No.</b>	<b>Course Title</b>	<b>Credit Hrs.</b>
	<b>Term 1</b>	
WR121Z	Composition 1	4
EMT153	One-Term EMT	12
-or-		
EMT151	EMT, Part 1	6
ES173	Principles of Emergency Services	3
-or-		
EMT175	Into to Emergency Medical Services	3
-or-		
ES172	Introduction to Emergency Services	4
	<b>Term Total</b>	<b>16</b>
	<b>Term 2</b>	
ES115	Crisis Intervention	3
EMT152	EMT, Part 2	6
EMT176	Emergency Response Patient Transport	2
PSY101	Psychology of Human Relations	4
SOC/ART	Elective	4
	<b>Term Total</b>	<b>16</b>
	<b>Term 3</b>	
FRP256	Emergency Services Safety and Survival	4
-or-		
EMT169	Emergency Medical Technician Rescue	3
HM120	Medical Terminology 1	3
MTH070 (or higher)	Elementary Algebra	4
	<b>Term Total</b>	<b>11</b>
	<b>Term 4</b>	
COMM11z	Public Speaking	4
EMT200	EMS Anatomy and Physiology for Pre-Hospital	4
	<b>Term Total</b>	<b>8</b>
	<b>Term 5</b>	
EMT296	Paramedic Part 1	14
	<b>Term Total</b>	<b>14</b>

Action-1  
July 16, 2025

EMT297	<b>Term 6</b> Paramedic Part 2	14
	<b>Term Total</b>	<b>14</b>
EMT298 EMT280H	<b>Term 7</b> Paramedic Part 3 Cooperative Work Experience	6 9
	<b>Term Total</b>	<b>15</b>
<b>Certificate Total</b>		<b>94</b>

**APPROVAL OF SUSPENSION OF PROCUREMENT MANAGEMENT  
CERTIFICATE OF COMPLETION  
[25-26-102]**

**Prepared by**

R. Taylor, Dean—Business, Social Science and Technology  
Karen Edwards, Program Chair—Business Management  
Chris Kato, Executive Dean—General Education and Transfer Studies  
David Hallett, Vice President—Academic and Student Affairs

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The Management program at Chemeketa Community College is requesting permission to suspend the Procurement Certificate of Completion. No students are currently enrolled in this certificate program. Students have the options of, and have shown a preference for, the related Procurement Management Certificate of Completion and the Procurement and Supply Chain Management Associate of Applied Science programs.

It is recommended that the College Board of Education approve the suspension of the Procurement Management Certificate of Completion.

Action-3  
July 16, 2025

**APPROVAL OF SUSPENSION OF BUSINESS TECHNOLOGY  
CERTIFICATE OF COMPLETION  
[25-26-103]**

**Prepared by**

R. Taylor, Dean—Business, Social Science and Technology  
Bryan Monson, Program Chair—Office Administration and Technology  
Chris Kato, Executive Dean—General Education and Transfer Studies  
David Hallett, Vice President—Academic and Student Affairs

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The Office Administration and Technology program at Chemeketa Community College is requesting permission to suspend the Business Technology Certificate of Completion. At this time, six students are enrolled in the program and these students will be able to complete the certificate. Future students will be able to pursue the Office Fundamentals certificate or the Administrative Office Professional Associate of Applied Science degree.

It is recommended that the College Board of Education approve the suspension of the Business Technology Certificate of Completion.

Action-4  
July 16, 2025

**APPROVAL OF SUSPENSION OF LEGAL ADMINISTRATIVE PROFESSIONAL  
CERTIFICATE OF COMPLETION  
[25-26-104]**

**Prepared by**

R. Taylor, Dean—Business, Social Science and Technology  
Bryan Monson, Program Chair—Office Administration and Technology  
Chris Kato, Executive Dean—General Education and Transfer Studies  
David Hallett, Vice President—Academic and Student Affairs

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The Office Administration and Technology program at Chemeketa Community College is requesting permission to suspend the Legal Administrative Professional Certificate of Completion. No students are currently enrolled in this certificate program. Students will continue to have the option to specialize their studies by completing Cooperative Work Experience in legal settings as part of the Office Fundamentals Certificate and the Administrative Office Professional Associate of Applied Science.

It is recommended that the College Board of Education approve the suspension of the Legal Administrative Professional Certificate of Completion.

**ACCEPTANCE OF PROGRAM DONATIONS**  
**APRIL 1, 2025–JUNE 30, 2025**  
**[25-26-105]**

**Prepared by**

Shawn Keebler, Development Associate—Chemeketa Foundation  
Jamie Wenigmann, Director of Development—Chemeketa Foundation  
Marie Hulett, Executive Director—Institutional Advancement  
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

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These items were donated to Chemeketa Community College from April 1, 2025, through June 30, 2025. It is recommended that the College Board of Education accept these donations.

<b>Item:</b> Maxi Sys Diagnostic System <b>Donor:</b> Autel <b>Declared Value:</b> \$4,745 <b>Program:</b> Automotive Technology Program	<b>Item:</b> 2012 Nissan Leaf <b>Donor:</b> Marlene Hartinger <b>Declared Value:</b> \$4,500 <b>Program:</b> Automotive Technology Program
<b>Item:</b> 1998 GMC Suburban <b>Donor:</b> Bruce Pierce <b>Declared Value:</b> \$3,000 <b>Program:</b> Automotive Technology Program	<b>Item:</b> 498 lbs. of food <b>Donor:</b> Marion Polk Food Share Inc <b>Declared Value:</b> \$1,277 <b>Program:</b> Food Pantry
<b>Item:</b> Radio Advertisements <b>Donor:</b> Bustos Media Holdings LLC  <b>Declared Value:</b> \$1,000 <b>Program:</b> Cinco De Mayo Festival	<b>Item:</b> Cultural Performance <b>Donor:</b> Enlace Cross-Cultural Community Development Project  <b>Declared Value:</b> \$900 <b>Program:</b> Cinco De Mayo Festival
<b>Item:</b> 2004 Ford Explorer <b>Donor:</b> Misty Stevens <b>Declared Value:</b> \$800 <b>Program:</b> Automotive Technology Program	<b>Item:</b> Sound system <b>Donor:</b> Gilberto Gonzalez <b>Declared Value:</b> \$750 <b>Program:</b> Cinco De Mayo Festival
<b>Item:</b> Performance <b>Donor:</b> Jaime Antonio Mendez <b>Declared Value:</b> \$750 <b>Program:</b> Cinco De Mayo Festival	<b>Item:</b> Print materials <b>Donor:</b> Select Impressions <b>Declared Value:</b> \$500 <b>Program:</b> Bronze STARS Sponsorship
<b>Item:</b> Performance <b>Donor:</b> Carlos Perez <b>Declared Value:</b> \$500 <b>Program:</b> Cinco De Mayo Festival	<b>Item:</b> Promotional materials <b>Donor:</b> Fastsigns Salem <b>Declared Value:</b> \$500 <b>Program:</b> Bronze STARS Sponsorship

Action-5  
July 16, 2025

**Item:** 20 books  
**Donor:** Aurelia Johnson  
**Declared Value:** \$336  
**Program:** Library collection

**Item:** Gift cards  
**Donor:** Rock City Construction LLC  
**Declared Value:** \$150  
**Program:** Cinco De Mayo Festival

**Item:** New Car Battery  
**Donor:** Bryan Monson  
**Declared Value:** \$145  
**Program:** Automotive Technology Program

**Item:** 11 gift certificates  
**Donor:** El Tule Taqueria  
**Declared Value:** \$110  
**Program:** Cinco De Mayo Festival

**Item:** Gift certificates and piñatas  
**Donor:** Luis's Taqueria LLC  
**Declared Value:** \$100  
**Program:** Cinco De Mayo Festival

**Item:** 1 hour massage or Chiropractic  
**Donor:** Spine Works Chiropractic  
**Declared Value:** \$100  
**Program:** Cinco De Mayo Festival

**Item:** Mil Hojas  
**Donor:** Castillo's Cake Shop  
**Declared Value:** \$85  
**Program:** Cinco De Mayo Festival

**Item:** Quinceanera Crown  
**Donor:** Elegant Fashion Boutique  
**Declared Value:** \$85  
**Program:** Cinco De Mayo Festival

**Item:** 2 Mochilas Infantiles  
**Donor:** Alebrijes Market  
**Declared Value:** \$60  
**Program:** Cinco De Mayo Festival

**Item:** 5 clothing items  
**Donor:** Jacqueline & Randall Frank  
**Declared Value:** \$55  
**Program:** Chemeketa Closet



**APPROVAL OF GRANTS AWARDED  
APRIL–JUNE 2025  
[25-26-106]**

**Prepared by**

Gaelen McAllister, Director—Institutional Grant Development  
Alice Sprague, Vice President—Governance and Administration

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These grants have been awarded to the college from April–June, 2025. It is recommended that the board accepts these grant awards.

<b>GRANTS AWARDED—APRIL–JUNE 2025</b>			
<b>Grantor</b>	<b>Department</b>	<b>Description</b>	<b>Amount</b>
Oregon Department of Transportation (ODOT)	Center for Business and Industry (CCBI)	Updates <i>train the flagger trainer</i> materials to new Oregon standards. Submitted by JD Shinn on 3/22/2025.	\$38,359.16
Oregon HECC First Generation Student Success	Student Affairs, GETS	Renewal application provides success coaching, embedded tutoring, faculty professional development to increase retention and graduation. Submitted on 3/17/2025.	\$356,212.80
OR ED Secondary Career Pathways	CTE–Perkins MVEC	Collaboration with MVEC high schools to fund high school CTE projects. Submitted by Ed Woods.	\$25,500
Wish You Well Foundation	WISE–ESOL	McMinnville Plaza Comunitaria Partnership with McMinnville Public Library, Mid Valley Literacy, Unidos, Oregon Child Development Coalition, Mexican Consulate and McMinnville School District for adult completion of primary, secondary and high school education. Submitted by Melody Abarca-Millan on 3/15/2025.	\$9,850
OR ED GED Wrap Around	WISE–GED	Renewal grant application. Supports GED students with navigation, tutoring, testing fees and wrap around funds. Submitted by Sara Hastings on 3/21/2025.	\$202,904
SNAP Training and	WISE-SNAP Training and	Annual renewal application that funds training and career services for low income individuals.	\$608,346

Action-6  
July 16, 2025

Employment Program	Employment Program	Submitted by Sara Hastings and Susana Garcia on 3/14/2025.	
HECC–Career Pathways	WISE–Academic Development	Funds access to career exploration, success coaching, workforce training to low income students. Submitted by Sara Hastings on 5/30/2025.	\$861,701
Burlington English	WISE–Academic Development	Funds seats for ESOL students in Burlington English program. Sara Hastings on 4/25/2025.	\$48,000
YEDAAG	WISE–High School Partnerships	Expands Youth GED options in partnership with the Kroc Center. Submitted by Sarah Whisenhunt on 4/25/2025.	\$72,607.38
HECC–CCWD	WISE–High School Partnerships	Provides a Career Connected Learning Systems navigator to link students with career options and training. Submitted by Maira Garcia and Sarah Whisenhunt on 5/22/2025.	\$128,702
Oregon Department of Human Services–TAN-F	WISE–Academic Development	Funds a job navigator to connect low income participants to training and supports needed to achieve self-sufficiency. Submitted by Sara Hastings on 4/23/2025.	\$98,994
OR ED WIOA Title II	WISE–Academic Development	Supports developmental education courses and supportive services. Submitted by Sara Hastings on 5/30/2025.	\$643,781
ODOT	WISE–High School Partnerships	Supports Chemeketa’s Driver Education Permit Course to prepare students to pass their permit test. Submitted Sarah Whisenhunt on 3/28/2025.	\$15,303
ODOT	WISE–High School Partnerships	Funds innovative Parent Education Course, “Setting Your Teen Up for Driving Success” to prepare adults for teaching teen drivers. Submitted by Sarah Whisenhunt on 3/28/2025.	\$19,885
		<b><u>Total Grant Funding Awarded</u></b>	<b>\$3,130,145.34</b>

**APPROVAL OF HOURLY, PART-TIME/TEMPORARY AND STUDENT  
SALARY SCHEDULES FOR 2025–2026  
[25-26-107]**

**Prepared by**

Alice Sprague, Vice President—Governance and Administration

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**HOURLY, PART-TIME/TEMPORARY**

The part-time hourly/temporary salary schedule for 2025–2026 will reflect a salary table adjustment that will be effective July 1, 2025.

**STUDENT**

The student salary schedule for 2025–2026 will reflect a salary table adjustment that will be effective July 1, 2025.

It is recommended that the College Board of Education approve the Hourly, Part-Time/Temporary and Student salary schedules.

# VISION • MISSION • VALUES

## **VISION** *(Our shared future)*

Chemeketa will be a gathering place for lifelong learning.

## **MISSION** *(Why we exist)*

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

## **VALUES** *(How we work together)*

### **ADAPTABILITY**

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

### **BELONGING**

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

### **COMMUNITY**

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

### **OPPORTUNITY**

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

### **QUALITY**

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



Discover  
**Chemeketa**  
Community College  
4000 Lancaster Dr. NE  
Salem, OR 97305  
chemeketa.edu



Legend	
	Bus Stop
	Charging Station
	Elevators
	Food
	Public Safety

## Appendix-2 July 16, 2025

### Building and Primary Function(s)

- 001 1st Floor: Bookstore
- 001 2nd Floor: Faculty Offices; Cooperative Work Experience
- 002 1st Floor: Advising & College Access Programs (CAMP, TRIO, Upward Bound); Chemeketa Completion Program; College Access; Information Center; Multicultural Center; Planetarium; Public Safety; Student Accessibility Services; Student Life; Veterans Resource Center
- 002 2nd Floor: Basic Navigator Needs; Business Services; Career Center; Counseling & Student Support Services; Enrollment Center; Financial Aid; Graduation Services; Human Resources; Intercultural Resource Center; President's Office; Procurement; Safe Haven; Student Affairs; Student Recruitment; Student Success Center; Title IX Office; Veterans Services
- 003 1st Floor: Gretchen Schuette Art Gallery; Classrooms
- 003 2nd Floor: Academic Affairs; Classrooms; Computer Science Faculty; Math Hub; Math Faculty; Placement Assessment; Testing Center
- 004 1st Floor: Automotive Program; Electronics Program; Faculty Offices
- 004 2nd Floor: Visual Communications; Robotics; Electronics & Networking Programs; Faculty Offices
- 005 1st Floor: Art Classrooms
- 005 2nd Floor: Classrooms; Foundation, Marketing & Public Relations; Grants; Public Information
- 006 1st Floor: Auditorium; Classrooms
- 006 2nd Floor: Classrooms; Employee Development
- 007 Gymnasium; Physical Education Classrooms
- 008 1st Floor: Dental Clinic; Health & Science Classrooms; Café 8
- 008 2nd Floor: Health & Science Classrooms
- 009 1st Floor: Classrooms; The Center for Academic Innovation; Academic Effectiveness; Chemeketa Press; Institutional Research & Reporting; Media Studio
- 009 2nd Floor: Library, Academic Support Center (Tutoring & Writing Centers); Student Computer Center; Study Rooms
- 012 Information Booth
- 014 Fire Programs
- 015 Burn Tower
- 020 Drafting; Engineering; Machining Program; Faculty Offices
- 021 Welding Program
- 022 Academic Development (ESOL, GED/ ABE, HEP, STEP Program); Information Technology; ICAP Program; STEP Program; TANF Jobs Program
- 033 Apprenticeship Programs
- 036 SOAR Program
- 037 Faculty Offices
- 038 Public Safety
- 039 Child Development Center
- 040 Facilities & Operations

- 041 Facilities & Operations; Shipping & Receiving
- 042 Genuine Foods Catering Kitchen; Taco Stand
- 043 Copy Center; Mail Room; Recycling
- 044 Facilities
- 045 Activity Field
- 046 Greenhouse
- 048 Conference Rooms; MaPS Credit Union
- 049 High School Partnerships; Mid-Willamette Education Consortium, Youth GED Options
- 050 Roberts at Chemeketa
- 051 Roberts at Chemeketa
- 052 Classrooms
- 053 Department of Human Services
- 058 Facilities & Operations Annex
- 060 Agricultural Sciences
- 061 Pavillion; Chemeketa Market
- 062 Greenhouse

### Area or Service—Building/Room

- Academic Affairs—3/272
- Academic Development (ESOL, GED/ABE, HEP, STEP Program; ICAP Program, TANF Jobs Program)—22/100
- Academic Support Center (Tutoring & Writing Centers)—9/Second Floor
- Admissions—2/200
- Advising—2/110
- Art Gallery—3/122
- Athletics—7/103
- Auditorium—6/115
- Boardroom—2/170
- Bookstore—1/First Floor
- Business Services—2/202
- Career Center—2/230
- CCBI, Business Programming & ECE—1/204
- Chemeketa Cooperative Regional Library Service—9/136,130
- Chemeketa Online—9/106
- Chemeketa Press—9/105
- Cooperative Work Experience—1
- Copy Center—43
- Counseling Services—2/230
- Dental Clinic—8/101
- Employee Development Center—6/218b
- English for Speakers of Other Languages—22/100
- Enrollment Center—2/200
- Executive Dean of Students—2/208
- Extended Learning—3/252
- Financial Aid—2/200
- First Aid—2/173
- Food Service—2/First Floor, 8, & 42
- Foundation—5/264
- Genuine Foods—42
- General Information (Welcome Center)—2/110
- Gymnasium—7
- Human Resources—2/214
- Information Technology—22/138
- Library—9/Second Floor
- Lost & Found—2/173
- Mail Room—43
- Multicultural Center—2/177A
- Parking Permits—2/173 Public Safety
- Planetarium—2/171
- Posting Notices on Campus—2/176
- President's Office—2/216
- Public Information—5/266

- Public Safety—2/173—503.399.5023
- Registration—2/200
- Scholarships—5/266
- Student Accessibility Services—2/174
- Student Affairs—2/208
- Student Center—2/179
- Student Clubs—2/176
- Student Computer Center—9/Second Floor
- Student Resources—2/230
- Student Success Center—2/210
- Television Studio—9/162
- Testing Center—3/267
- Transcripts—2/200
- Transfer Information—2/110
- Tutoring Center—9/Second Floor
- Vending Machine Refunds—1/First Floor Bookstore
- Veterans Services—2/201
- Veterans Resource Center—2/116
- Writing Center—9/Second Floor

### Instructional Department Offices

- Agricultural Sciences—60
- Applied Technologies—20/203
- Business & Technology, Early Childhood Education & Visual Communications—1/204
- Chemeketa Online/Tech Hub—9/106
- Dental Programs—8/109
- Education—3/252
- Emergency Services—Brooks Regional Training Center
- Health, & Human Performance—7/103
- Psychology, Life and Physical Science—8/221
- Liberal Arts & Social Sciences—1/204
- Math, Engineering & Computer Science—3/252
- Nursing—8/104
- Pharmacy Technology—8/113

### Restrooms

#### Single Occupancy

- Building 2—First floor
- Building 4—Second floor
- Building 5—Second floor
- Building 6—First floor
- Building 8—First floor
- Building 20—First floor
- Building 36—First floor
- Building 37—First floor
- Building 38—First floor
- Building 40—Second floor
- Building 50—First floor
- Building 51—First floor

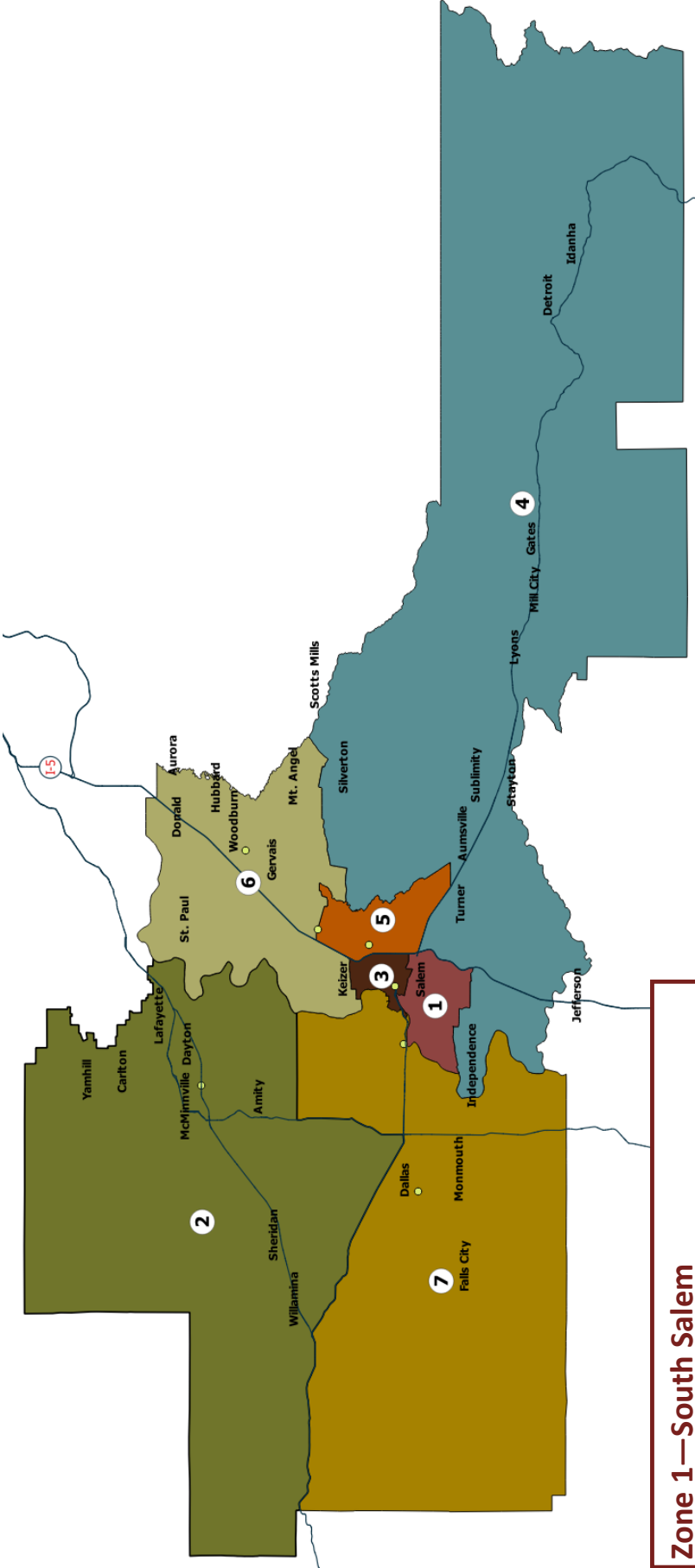
#### Lactation/Wellness Room

- Building 2—Room 181
- Building 5—Room 262
- Building 8—Room 106A
- Building 20—Room 815
- Building 22—106A
- Building 60—Room 815

### Elevators

- Building 2
- Building 3
- Building 4
- Building 6
- Building 8
- Building 9

## Chemeketa Community College Board Zone Boundary Maps and Descriptions



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

### Board Members

**ZONE 1** Iton Udosenata  
**ZONE 2** Birgitte Ryslinge  
**ZONE 3** Neva Hutchinson  
**ZONE 4** Ken Hector  
**ZONE 5** Jackie Franke  
**ZONE 6** Diane Watson, Chair 2025-2026  
**ZONE 7** Betsy Earls, Vice Chair 2025-2026