

BOARD OF EDUCATION MEETING

June 10, 2026

Chemeketa Community College
 4000 Lancaster Dr NE
 Salem, Oregon

- | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-----------------------------------------------|-------|
| I. Workshop | 4:45–5:15 pm | Web conferencing/Live stream/Boardroom | |
| A. Bachelor of Applied Science (BAS) Programs and Efforts | | | 1 |
| David Hallett, Vice President—Academic and Student Services | | | |
| II. Regular Session | 6 pm | Web conferencing/Live stream/Boardroom | |
| A. Call to Order | | | |
| B. Pledge of Allegiance | | | |
| C. Chemeketa Land Acknowledgment | | | 2 |
| D. Roll Call | | | |
| E. Comments from the Public | | | |
| F. Approval of Minutes —College Board of Education Meeting of May 20, 2026 | | | 3–9 |
| Jessica Howard, President/Chief Executive Officer | | | |
| G. Reports | | | |
| 1. Reports from the Associations | | | |
| a. Lillian Anderson | Associated Students of Chemeketa (ASC) | | 10 |
| b. Steve Wolfe | Chemeketa Faculty Association | | 11 |
| c. Tim King | Chemeketa Classified Employees Association | | 12–13 |
| d. Angela Archer | Chemeketa Exempt Employees Association | | 14 |
| 2. Reports from the College Board of Education | | | |
| H. Information | | | |
| 1. Annual Evaluation of the President | | | 15 |
| Diane Watson, Chair—Board of Education | | | |
| 2. Chemeketa Community College Proposed Adoption of Oregon
Community College Association's Board Policy and Procedure
Program Numbering Convention | | | 16–24 |
| Alice Sprague, Vice President—Governance and Administration | | | |
| 3. College Policies: College Board of Education Series (1000)—Policy #1710,
Conflict of Interest and Ethics; Administrative Series (2000)—Policy #2550,
Integrated Pest Management and Plan; and <u>General Institution Series (3000)—
Policy #BP 3522, Immigration Enforcement Notification</u> | | | 25–29 |
| Alice Sprague, Vice President—Governance and Administration | | | |

I. Standard Reports

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| 1. Personnel Report | | 30 |
| Alice Sprague, Vice President—Governance and Administration | | |
| 2. Budget Status Report | | 31–33 |
| Aaron Hunter, Vice President—College Support Services/Chief Financial Officer | | |
| 3. Capital Projects | | 34–35 |
| Aaron Hunter, Vice President—College Support Services/Chief Financial Officer | | |
| 4. Chemeketa Cooperative Regional Library Service Report | | 36–38 |
| David Hallett, Vice President—Academic and Student Affairs | | |
| 5. Recognition Report | | 39 |
| Jessica Howard, President/Chief Executive Officer | | |

J. Separate Action

- | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------|
| 1. Approval of Presidential Contract | [25-26-158] | 40 |
| Diane Watson, Chair—Board of Education | | |
| 2. Approval of Resolution No. 25-26-30, Adopting the Budget, Making Appropriations, and Levying Taxes | [25-26-159] | 41–45 |
| Aaron Hunter, Vice President—College Support Services/Chief Financial Officer | | |
| 3. Approval of Retirement Resolution | [25-26-160] | 46–50 |
| No. 25-26-26, Patricia “Trish” A. Bowsby;
No. 25-26-27, Sheldon J. Schnider;
No. 25.26-28, Beth M. Bonnet, and
No. 25-26-29, Collene R. Keena
Alice Sprague, Vice President—Governance and Administration | | |

K. Action

Consent Calendar Process (Items will be approved by the consent calendar process unless withdrawn at the request of a member of the board. Any 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 Budget Transfer Requests | [25-26-161] | 51 |
| Aaron Hunter, Vice President—College Support Services/Chief Financial Officer | | |
| 2. Approval of Lay Representative for Chemeketa Cooperative Regional Library Service (CCRLS) Advisory Council | [25-26-162] | 52 |
| David Hallett, Vice President—Academic and Student Affairs | | |
| 3. Approval of College Policy: Administrative Series (2000)— <u>Policy # 2251, Alcoholic Beverages</u> | [25-26-163] | 53–54 |
| Alice Sprague, Vice President—Governance and Administration | | |
| 4. Approval of Suspension of MIG Welding Technology Certificate of Completion | [25-26-164] | 55 |
| David Hallett, Vice President—Academic and Student Affairs | | |

5.	Approval of College Policies: Educational Series (4000)— Policy #4015, Class List and Registration; Policy #4065, Articulation and Transfer Agreements; Policy #4075, Credit Hour; Policy #4080, Transfer of Previous Credit and Alternative Approaches to College Credit <u>Credit for Prior Learning</u> ; Policy #4210, Use of Copyright Materials; Policy #4320, Standards for Instructional Qualifications; and Policy #4330, Generative Artificial Intelligence Instructional Policy David Hallett, Vice President—Academic and Student Affairs	[25-26-165]	56–66
6.	Approval of Classified; Exempt; Full-Time Faculty; Part-Time (Adjunct) Bargaining Faculty; Part-Time (Adjunct) Non-Bargaining Non-Credit Faculty; Part-Time Hourly; and Student Salary Schedules for 2026–2027 Alice Sprague, Vice President—Governance and Administration	[25-26-166]	67–75
7.	Approval of Contract Award for Architectural and Engineering (A/E) Services for Woodburn Center Aaron Hunter, Vice President—College Support Services/Chief Financial Officer	[25-26-167]	76

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2.	Campus Map	78–79
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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 rights or privileges granted under federal, state, or local laws.

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

Section 504/ADA Coordinator Employees
For concerns, inquires or complaints regarding employee disability accessibility and accommodations contact: Alice Sprague, Vice President, Governance and Administration, 503.399.2537

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 503.399.2537, 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.

Workshop-A
June 10, 2026

BACHELOR OF APPLIED SCIENCE PROGRAMS AND EFFORTS

Prepared by

Margarie Yaroslaski, Instructor—Applied Leadership and Management
Karla Hale, Dean—Education and Early Childhood Education
Sandi Kellogg, Dean—Health Sciences
Chris Kato, Executive Dean—General Education and Transfer Studies
Francisco Saldivar, Executive Dean—Career and Technical Education
Holly Nelson, Chief Officer—Workforce Innovations and Community Success
David Hallett, Vice President—Academic and Student Affairs

The workshop will highlight recent updates to the three bachelor's programs at Chemeketa Community College, along with an overview of the institution's strategic approach to developing the Bachelor of Applied Science degree, including the role and value of consortium partnership models.

The Bachelor of Applied Science in Education (BASE) will provide an update on program progress, including current implementation status, progress on the Teachers Standards and Practice Commission (TSPC) application process, and planning activities associated with the program launch.

The Bachelor of Science in Nursing (BSN) will provide an update on the program, including current operational status, application and enrollment activity, and development of shared services support structures.

The Bachelor of Applied Science (BAS) in Leadership and Management will present an update on the program, including current status, key performance and enrollment metrics, and progress in faculty recruitment efforts.

Land Acknowledgement
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE LAND ACKNOWLEDGEMENT

Prepared by

Diane Watson, Chair—Board of Education

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

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

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

Minutes
June 10, 2026

APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meeting of May 20, 2026 are submitted for review by the board.

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

Minutes
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

May 20, 2026

I. EXECUTIVE SESSION

Diane Watson, Chair, called the Executive Session to order at 4:19 pm in Building 2, Room 172 at the Salem Campus. Executive Session was held in accordance with ORS 192.660(2)(i), evaluating the chief executive officer.

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

College Administrator in Attendance: Jessica Howard, President/Chief Executive Officer.

The meeting adjourned at 4:40 pm.

II. WORKSHOP

Diane Watson, Chair, called the Workshop to order at 4:46 pm in the Board Room, Building 2, Room 170 at the Salem Campus.

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

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

Updates for Student Athletes

Chemeketa student athletes introduced themselves, highlighting their sports and academic majors. David Abderhalden discussed staff efforts, a continued focus on enhancing the student-athlete experience, program growth, engagement efforts, and project impacts of the bond passage. This year saw a total of 141 student-athletes at the college, with strong retention from fall to spring. Many are progressing successfully in their academic programs, completing the majority of their credits and maintaining an overall GPA of 2.96. Several programs have achieved team GPAs above 3.0, and many student-athletes are performing well academically throughout their coursework. Students and coaches have been recognized by the Northwest Athletic Conference (NWAC).

Board members asked clarifying questions.

The meeting adjourned at 5:11 pm.

III. REGULAR SESSION

A. CALL TO ORDER

Diane Watson, Chair, called the board meeting to order at 6:00 pm. The meeting was held in the Board Room, Building 2, Room 170 at the Salem Campus.

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B. PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

C. CHEMEKETA LAND ACKNOWLEDGMENT

Diane Watson read the land acknowledgment.

D. ROLL CALL

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

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

Board Representatives in Attendance: Lillian Anderson, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA) (Zoom); and Angela Archer, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC

No public comment.

F. PUBLIC HEARING OF PROPOSED BUDGET

No public comment.

G. APPROVAL OF MINUTES

Jackie Franke moved and Betsy Earls seconded a motion to approve the Budget Committee and College Board of Education minutes of April 15, 2026.

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

The motion CARRIED.

H. REPORTS

Reports from the Associations

Lillian Anderson, Associated Students of Chemeketa (ASC) said the report stands as written and discussed past and upcoming events.

Steve Wolfe, Chemeketa Faculty Association (CFA) said the report stands as written. The spring general membership meeting was last Friday and 45-50 faculty attended. Also, the elections are taking place for next year. Steve will bring back the election results at the next meeting.

Angela Archer, Chemeketa Exempt Association (CEA) said the report stands as written.

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Reports from the College Board of Education

Iton Udosenata - no report.

Birgitte Ryslinge attended a Chemeketa softball game and the OCCA quarterly board meeting.

Neva Hutchinson attended the Salem First Citizen Awards, the Brooks Open House, a Foundation Meeting, the SEDCOR Economic Forecast meeting, a quarterly breakfast with Jessica, the staff retirement celebration, and the KeizerFest sponsor luncheon.

Betsy Earls attended the Brooks Open House, Ron Pittman's Celebration of Life, the Mid-Willamette Valley Council of Government (MWVCOG) budget work session, and the Dallas Community Awards.

Jackie Franke attended three East Salem Rotary meetings, a West Salem Rotary meeting, the Community Business and Education Leaders collaborative, a quarterly meeting with Jessica, and she is volunteering with a Salem police program that helps at-risk youth.

Diane Watson attended the All Oregon Academic Team (AOAT) luncheon, the Brooks Open House, Ron Pittman's Celebration of Life, the Stayton/Sublimity Chamber Awards, Woodburn's Cinco De Mayo celebration, Keizer Mayor Cathy Clark's prayer breakfast, a Chemeketa softball game, agenda review, and a quarterly meeting with Jessica.

I. INFORMATION

Annual Graduation Exercises

Ryan West, Executive Dean, Student Affairs, noted the commencement ceremony is on Friday, June 12, 2026 from 2-6:30 pm in the gym, and invited the board and staff members to attend.

Regional High School Mathematics Contest 2026

Chris Nord, Mathematics Instructor, thanked the college for its support of this event. Chris noted this was the first year since COVID that the statewide math competition was held (the Oregon Invitational Math Tournament [OIMT]), and several competitors who placed at the Chemeketa Regional made it to OIMT.

Oregon Community College Association (OCCA) Board Report

Birgitte Ryslinge reviewed topics that were discussed at the May OCCA board meeting. HB2144, a mandate from legislature to the HECC to study the structure of higher education in Oregon, and noted that HECC is actively engaged in the SOU situation. Other topics included the completion of an annual evaluation of the OCCA executive director, committee elections, community college support funds, and PERS.

College Policy: Administrative Organization Series (2000)—Policy # 2251, Alcoholic Beverages

Kara Parker, General Counsel, discussed the new policy, which allows the college president to create procedures related to the service of alcoholic beverages on campus and off campus at college-sponsored events. This will be brought forward for approval at the June board meeting.

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Suspension of MIG Welding Certificate of Completion

Larry Cheyne, Dean, Applied Technologies, said this is a suspension; there are no students currently enrolled in this certificate. It will be revised and brought back as a different certificate name to be effective in 2027-2028.

College Policies: Educational Series (4000)—Policy #4015, Class List and Registration; Policy #4065, Articulation and Transfer Agreements; Policy #4075, Credit Hour; Policy #4080, Transfer of Previous Credit and ~~Alternative Approaches to College Credit~~ Credit for Prior Learning; #4210, Use of Copyright Materials; #4320, Standards for Instructional Qualifications; and #4330, Generative Artificial Intelligence Instructional Policy

David Hallett reviewed the seven policies and the majority had minimal or no changes.

Classified, Exempt, Full-Time Faculty, Part-Time (Adjunct) Bargaining Faculty; Part-Time (Adjunct) Non-Bargaining Non-Credit Faculty; Part-Time Hourly; and Student Salary Schedules for 2026–2027

Courtney Saldivar, Associate Vice President, Human Resources, noted these tables cover all employee groups and reflect a 3.3 percent increase from the Consumer Price Index as of March 2026. The salary schedules will be brought back in June for board approval.

J. STANDARD REPORTS

Personnel Report

Courtney Saldivar said there were three new hires, three position changes, and two separations.

Budget Status Report

Rich Kline, Director of Business Services, stated that, on the Statement of Resources and Expenditures, the year-to-date actual beginning fund balance number includes the retro payments; state appropriations include four of the state payments received this year and the first has been deferred to the next fiscal year. The variance has to do with decreased funding for enrollment and implementation of student support and student success metrics. On the Budget Status report the expenses are trending as expected. At the June board meeting, any needed budget adjustments will be brought forward.

Purchasing Report

Rich Kline noted the college will be advertising a request for proposal for a CM/GC for the New Trade Center project. A recommendation will be brought forward to the board in July.

Capital Projects Report

Rich Kline, Director of Business Services, said the report stands as written and noted that the Marionberries will have its home opener on Friday, May 29th on the college's new fields. The Building 7 renovation will start right after graduation, the YVC classroom reconfiguration is complete, and the blue parking lot will be closed from mid-June throughout the summer for repairs.

Recognition Report

Jessica Howard recognized employees in the report.

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K. SEPARATE ACTION

Approval of Resolution No. 25-26-25 for an Exemption from Competitive Bidding for the Chemeketa Community College Woodburn Center HVAC Upgrades Project Local Contract Review Board Adoption [25-26-152]

This resolution will provide an exemption from competitive bidding and allow the use of a construction manager, general contractor delivery method. The college is also evaluating a cooperative agreement that may provide the services needed to complete this project without a CM/GC request for proposal.

Jackie Franke moved and Iton Udosenata seconded a motion to approve the exemption from competitive bidding.

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

The motion CARRIED.

L. ACTION

Betsy Earls moved and Neva Hutchinson seconded a motion to approve consent calendar items No. 1-5.

1. Approval of Presidential Evaluation Process [25-26-153]
2. Approval of Proposed Schedule of Board of Education Meetings for 2026–2027 [25-26-154]
3. Approval of Budget Committee Member Selection Process for Vacancies [25-26-155]
in Zones 2, 3, 4, 5, and 6 for 2028–2029
4. Approval of Psychology Associate of Science Transfer (AST) Degree [25-26-156]
5. Approval of Contract Award for Salem Campus Blue Parking Lot Project [25-26-157]

Betsy Earls, Vice Chair: yes; Jackie Frankie: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson, 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

Minutes
June 10, 2026

The meeting adjourned at 6:41pm.

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

Diane Watson
Board Chair

June 10, 2026
Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Lillian Anderson, ASC Executive Coordinator 2025–2026

PAST EVENTS / ACTIVITIES

Spring Kickback BBQ activities

- On Wednesday, June 3, ASC provided the outdoor activities for the BBQ. Activities included: mechanical bull, dunk tank, bouncy obstacle course, snow cone machine, various lawn games, volleyball, and a tie dye station provided by the Safe Haven. ASC also held a fun prize raffle for students who have been to four or more campus events this term. The goal was to create a fun environment for students and staff to unwind and end the year on a high note!

Ramen Study Sessions

- ASC hosted evening study hours from 4–6 pm every Monday and Tuesday in the Student Center this term. ASC provided Ramen noodles and served as peer mentors, helping to get students connected to support services such as tutoring, advising, counseling, and much more.

Open Gym

- ASC hosted open gym hours every Thursday this term. Students had a chance to unwind and make friends playing basketball, volleyball, and more. ASC ended the term hosting a basketball tournament with over 10 student teams playing!

Student coalition building

- This term, ASC represented Chemeketa in both the Oregon Community College Student Association (OCCSA), and meetings regarding the reformation of the Oregon Student Association (OSA). Through these groups, we have built connections with schools all across Oregon, participated in student advocacy efforts, and learned from other student leaders.

HIRING AND TRAINING

ASC members will work for 5 weeks out of the summer to hire and train the 2026–2027 ASC team.

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

CFA MEETINGS AND ELECTIONS

The CFA Spring General Membership Meeting was held on Friday, May 15, with approximately 45 faculty members in attendance. The May CFA Executive Board meeting immediately followed. The June CFA Executive Board meeting was on Monday, June 8.

The annual election of CFA Executive Board officers and representatives was held in late May.

Newly elected as president is Michelle Kennedy, who has served as Vice President for Part-time faculty for the past two years. Newly elected to the board are Lani Davidson, Matthew Keeling, Frances Robbins, and Holly Schiefelbein.

These are the faculty members who will be serving on the CFA Executive Board in 2026–2027:

- President: Michelle Kennedy (ESOL instructor)
- Vice President for Part-time: Lani Davidson (YVC Writing instructor)
- Vice President for Full-time: Nolan Mitchell (Math instructor)
- Secretary: LeAnna Crawford (English instructor)
- Treasurer: Leslie Maksun (Math instructor)
- Representative for Professional faculty: Colin Stapp (Tech Hub faculty)
- Representative for Regional Education and Academic Development (READ) faculty: Matthew Keeling (HSP Math instructor)
- Representative for Part-time faculty: Alison Lutz (Art instructor)
- Representative for Career and Technical Education (CTE) faculty: Frances Robbins (Nursing instructor)
- Representative for General Education and Transfer Studies (GETS) faculty: Holly Schiefelbein (Biology instructor)

Stepping down from the board are Dana Nolan (CTE Rep), Taylor Marrow (GETS Rep), and Jessica Schrunk (READ Rep). The CFA would like to thank them for their years of dedicated service to faculty, with additional thanks to Taylor for serving as a member of the last faculty contract bargaining team and Jessica for serving as a Contract Action Team (CAT) co-chair during negotiations.

Also stepping down is Steve Wolfe, who has served the past six years as president of CFA and co-chaired the last faculty contract bargaining team. Since 2009, Steve has served a total of ten years in various roles in CFA, including action team co-chair, secretary, and vice president for full-time faculty. Steve is honored to have represented the hundreds of dedicated educational professionals that constitute the heart of the work done at Chemeketa, as embodied in the college's mission statement: "Chemeketa transforms lives and strengthens communities through quality education, services, and workforce training."

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

Prepared by

Kristy Krumsiek, Secretary
Timothy King, President

PRESIDENT'S MESSAGE

When I first started working at the Bookstore, I casually mentioned to Meredith Schrieber, (my director at the time), that I only had 11 credits left to get my degree. She strongly encouraged me to take one course a term so I could actually graduate. With some trepidation, after a 10-year hiatus, I re-entered the world of academia. At the In-Service that fall (in a CCA breakout session), I was delighted to discover that along with free tuition, I was eligible for PROFESSIONAL DEVELOPMENT FUNDS (PDFs). The College provided money that would cover my required course materials, lab fees, and even the \$100 TI-84 Calculator needed for Algebra.

So, in June 2019, after 33 years, I finally graduated (and debt free!)

Historically, PDFs have been used for attending seminars, workshops, public speaking events, travel expenses, and just about anything you can think of that might help our staff build their value. Last year, as a result of our team of expert negotiators, the College even agreed to increase those funds:

ARTICLE 30—PROFESSIONAL/EDUCATIONAL DEVELOPMENT

E. The College will establish a Classified Professional Development Fund to pay for conferences, training, workshops, and/or seminars. The College will make available \$40,000 annually for this Fund. Guidelines for these funds will be established by the Human Resources Department.

F. The College will establish a Classified Tuition Reimbursement Fund to pay for reimbursement of enrollment in college courses at another institution. The College will make available \$40,000 annually for this Fund. Guidelines for these funds will be established by the Human Resources Department.

The keyword here is 'annually': Since our contract runs from "July 1, 2024–June 30, 2028," this means that there has been zero dollars contributed to these funds for almost 3 years. The CCA considers this a preventable tragedy.

The good news is that we've been informed that the Human Resources department is at last very close to finishing up these promised guidelines. Furthermore, for a limited time, following the announcement and funding launch, anyone who participated in PD from the past year can submit receipts for reimbursement, subject to the guidelines. We urge all eligible employees to apply for these resources. Watch your email for official notices coming soon!

Report-1c
June 10,2026

NEW HIRES

Erika Gabbard, Operations Coordinator 2–Prison Education & Community Reentry, WISE, 100-percent, 12-month assignment, effective May 18, 2026

Fátima Venecia Preciado Mendoza, Educational, Guidance, and Career Advisor Associate 2–Yamhill Valley Campus/General Education & Student Affairs, General Education and Transfer Studies, 100 percent, 12-month assignment, effective May 18, 2026

Ellen Ohlde, Educational, Guidance, and Career Advisor Associate 2–Workforce Partnerships, Workforce Innovation & Strategic Engagement, 100 percent, 12-month assignment, effective May 26, 2026

SEPARATIONS

Isamar A. Chavez, Educational, Guidance, and Career Advisor/Coordinator 2–effective May 12, 2026

EVENTS

The OEA hosted CCA Stewards Training Level 2 course on May 20.

On June 17, the CCA and OEA will be hosting *Know Your Contract*
12:00pm - 1:00pm - venue TBA or via Zoom: <https://chemeketa.zoom.us/j/95374871345>

Recordings of these workshops are being recorded and will be compiled for future training.

CHEMEKETA COMMUNITY COLLEGE EXEMPT ASSOCIATION

Prepared by

Angela Archer, President—Chemeketa Community College Exempt Association

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

SAGE FREEMAN - brought together the [2026 ITC AI Virtual Summit](#) with 239 attendees from 45 institutions across the country to explore the practical application of artificial intelligence in higher education. Sage, a member of the Oregon Community College Distance Learning Association (OCCDLA), served as the primary organizer in collaboration with the Instructional Technology Council (ITC). This one-day virtual event featured a keynote panel with national and Oregon-based leaders including our very own Alice Sprague, Vice President of Governance and Administration, along with breakout sessions. Survey results showed exceptionally strong engagement and satisfaction, with an average rating of 4.72 out of 5 and 96.6% of respondents rating the summit a 4 or 5.

KATIE RALLOJAY - Completed Certification for Screening Tool for Risk Assessment of Narrative Data (STRAND) offered by the National Association for Behavioral Intervention and Threat Assessment. Katie also completed the Student Conduct Series - Artificial Intelligence, Academic Affairs and Working with Faculty trainings from the Association of Student Conduct Administrators.

JON MATHIS - The Bridging Institute is proud to announce the graduation of our latest cultural competency cohort this May. Facilitated by Vivi Caleffi Prichard and Jon Mathis, this exceptional group leaned into vulnerability, led with curiosity and compassion, and generously shared their collective wisdom. We are excited to recognize the following exempt employees who have successfully completed our certificate program: Bryan Bagwell and Alli Stewart Hull.

ELIAS VILLEGAS - From May 1–3, the Chemeketa Woodburn Center welcomed approximately 15,000 attendees to its 18th annual Cinco de Mayo festival. Thanks to the hard work of students, faculty, and staff, a turnout of this scale cements the festival as one of the largest free multicultural events in the Mid-Willamette Valley and the second-largest Cinco de Mayo celebration in Oregon. The festival serves as a premier community hub, providing an incredible opportunity to engage directly with local residents. More importantly, it offered a high-visibility platform to promote Chemeketa's diverse student programs, academic pathways, and essential support services to a wide audience.

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June 10, 2026

ANNUAL EVALUATION OF THE PRESIDENT

Prepared by

Diane Watson, Chair—Board of Education

The annual presidential evaluation was conducted in executive session on June 1, 2026. A summary will be shared during the regular Board of Education meeting tonight.

**CHEMEKETA COMMUNITY COLLEGE PROPOSED ADOPTION
OF OREGON COMMUNITY COLLEGE ASSOCIATION'S BOARD
POLICY AND PROCEDURE PROGRAM NUMBERING CONVENTION**

Prepared by

Kara Parker, General Counsel
Alice Sprague, Vice President—Governance and Administration

Governance and Administration proposes the adoption of OCCA's policy numbering convention. Attached is the "crosswalk" of all OCCA's sample policies and the corresponding College policies.

There are several categories of policies:

1. **Singular current College policies that correspond to a singular OCCA sample policy.** The number of the policy will be changed and the College policy's title, if different from OCCA's title, will stay the same. The name will likely change in the future when the substance of the policy is updated to match OCCA's sample policy language.
2. **Multiple current College policies (a "policy group") that correspond to a singular OCCA sample policy number.** The existing OCCA policy number will be assigned to the "first" College policy of the "policy group," and each additional policy in the group will be assigned the next numeric number. For example, OCCA Policy BP 2200 corresponds to 4 different existing College policies (1140 POL, 1150 POL, 1220 POL, and 1230 POL). 1140 POL will change to BP 2200, while 1150, 1220, and 1230 POL will change to BP 2201, 2202, and 2203, respectively). The "extra" policies will eventually merge into one policy under BP 2200.
3. **Singular current College policies that do not correspond to any OCCA sample policy.** The number of the policy will be changed to a new number that "fits" organizationally with OCCA's number convention. For example, College policy 1130 POL (Authority of the Chemeketa Community College Board of Education Members) does not have a corresponding OCCA policy. It will be renumbered as BP 2205, which "fits" between BP 2200 (Board of Education Duties and Responsibilities) and BP 2210 (Officers). These numbers are highlighted in yellow on the "crosswalk."

You will also see several OCCA sample policies that do not correspond to any current College policy. The appropriate areas will recommend adoption of those policies as appropriate in the coming months.

Governance and Administration has chosen to put forth this numbering convention change early on in the project of adopting OCCA's sample policies to minimize confusion going forward and to acclimate College constituencies to the change. Governance and Administration is aware that this change may be a challenge for some College constituencies who are accustomed to the "old" numbering convention, and we are committed to communicating about this change early, often, and through many channels. Governance and Administration will be diligent about changing policy numbers on its website as quickly and thoroughly as possible if the board chooses to approve this change at the July board meeting.

Renumbering of Board Policies

[Bracketed] Numbers = Recommended new number for existing policy with no OCCA correlate

Green Highlights = OCCA Sample Policy with no Chemeketa Policy correlate; these policies may or may not be brought forth for adoption at a later date.

Yellow Highlights = Chemeketa Policy with no OCCA Sample Policy correlate

No Highlights = Chemeketa Policy correlates with OCCA Sample Policy

New Number	Old Number	Policy Title	Comment
Chapter 1 – The College			
BP 1100		Chemeketa Community College	
BP 1200	0010 POL	The College’s Mission <i>Current Title: Vision – Mission – Values</i>	
Chapter 2 – Board of Education			
BP 2010	1110 POL	Board of Education Membership	
BP 2015	1120 POL	Student Member(s) <i>Current Title: Advisory Representatives to the Chemeketa Community College Board of Education</i>	
BP 2100	1010 POL	Board of Education Elections	
BP 2105		Election of Student Member(s)	
BP 2110	1040 POL	Vacancies on the Board of Education	
BP 2200	1140 POL	Board of Education Duties and Responsibilities	
[BP 2201]	1150 POL	Duties & Responsibilities of the Chemeketa Community College Board of Education	Could be integrated into BP 2200
[BP 2202]	1220 POL	Duties of Officers of the Chemeketa Community College Board of Education	
[BP 2203]	1230 POL	Responsibilities of the Individual College Board of Education Member	
[BP 2205]	1130 POL	Authority of the Chemeketa Community College Board of Education Members	
BP 2210	1210 POL	Officers	
[BP 2215]	1130 POL	Authority of the Chemeketa Community College Board of Education	Could be integrated into BP 2200
BP 2220	1170 POL	Committees of the Board of Education	
BP 2305		Annual Organizational Meeting	
BP 2310	1310 POL	Regular Meetings of the Board of Education	
BP 2315		Closed/Executive Sessions	
BP 2320		Special [and Emergency] Meetings	
BP 2330		Quorum and Voting	
BP 2340		Agendas	
BP 2345	1350 POL	Public Participation at Board of Education Meetings	
BP 2350	1355 pol	Speakers	

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Chapter 2 – Board of Education (cont.)			
BP 2355		Decorum	
BP 2360		Minutes	
BP 2410		Board Policies and Administrative Procedures	
[BP 2420]	2110 POL	President of the College/CEO	Could be integrated into BP 2430
BP 2430	1160 POL	Delegation of Authority to the [CEO] <i>Current Title: Chemeketa Community College Board of Education Delegation of Administrative Authority</i>	
BP 2431	1410 POL	Selection of the [CEO] <i>Current Title: Duties of the Chemeketa Community College President/CEO</i>	
BP 2432		[CEO] Succession	
[BP 2433]	1420 POL	College Board of Education and President/CEO Officer Relationship	Could be integrated into another policy
BP 2435		Evaluation of the [CEO]	
BP 2510		Participation in Local Decision-Making	
BP 2610		Presentation of Initial Collective Bargaining Proposals	
BP 2710	1640 POL	Conflict of Interest	
[BP 2711]	1710 POL	Conflict of Interest & Ethics	Could be integrated into BP 2710
BP 2715	1650 POL	Code of Ethics/Standards of Practice	
BP 2716	1630 POL	Board of Education Political Activity <i>Current Title: Endorsements</i>	
BP 2717	1655 POL	Personal Use of Public Resources - Board of Education	
BP 2720		Communications among Board of Education Members	
BP 2725		Board of Education Member Compensation	
BP 2735	1610 POL	Board of Education Member Travel	
BP 2740		Board Member Education	
BP 2745		Board of Education Self-Evaluation	
BP 2750		Board of Education Member Absence from the State	
[BP 2760]	1510 POL	Auditor for the Chemeketa Community College Board of Education	Could be integrated into other policy
[BP 2770]	1520 POL	Legal Counsel	
[BP 2780]	1530 POL	Budget Officer	
[BP 2790]	1540 POL	Custodian of Funds	
Chapter 3 – General Institution			
BP 3100	2010 POL	Organizational Structure <i>Current Title: Concept of Administrative Organization</i>	
BP 3200		Accreditation	
BP 3225		Institutional Effectiveness	
BP 3250		Institutional Planning	

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Chapter 3 – General Institution (cont.)			
BP 3280	1730 POL	Grants	
BP 3300		Public Records	
BP 3310		Records Retention and Destruction	
[BP 3320]	7110 POL	Communications	
BP 3410	1720 POL	Nondiscrimination	
BP 3420	1720 POL	Equal Employment Opportunity	
BP 3430	1750 POL	Prohibition of Harassment	
BP 3433	1751 POL	Prohibition of Sexual Harassment under Title IX	
[BP 3434]	1752 POL	Respectful College Community	
[BP 3435]	1753 POL	Consensual Relationships	
BP 3440	2235 POL	Service/Assistance Animals	
[BP 3445]	2230 POL	Animals/Pets on College Facilities	
BP 3500	2410 POL	Campus Safety <i>Current Title: College Safety & Security</i>	
BP 3501	2280 POL	Campus Security and Access	
[BP 3502]	2281 POL	Removal and/or Trespass of Person(s) from Chemeketa Community College Property	Could be integrated into BP 3501
BP 3503		Missing Student Notification	
[BP 3504]	2460 POL	Keys & Access Cards	Could be integrated into BP 3501
BP 3505	2350 POL	Emergency Response Plan	
[BP 3506]	2310 POL	Closures/Delayed Openings	Could be integrated into BP 3505
[BP 3507]	2320 POL	Transporting Ill/Injured Persons	
[BP 3508]	2330 POL	Emergency Medical Plan	
[BP 3509]	2340 POL	Emergency Messages to Students & Employees	
BP 3510		Workplace Violence	
BP 3515	1740 POL	Reporting of Crimes	
BP 3518	2470 POL	Child Abuse Reporting	
BP 3520		Local Law Enforcement	
[BP 3521]	2415 POL	College Public Safety Authority	Could be integrated into BP 3500 or BP 3520
[BP 3522]	2420 POL	Traffic Code & Parking	Could be integrated into BP 3501
BP 3530	2440 POL	Weapons on Campus <i>Current Title: Possession of Weapons</i>	
BP 3531	2450 POL	Lost & Found	
BP 3540	1745 POL	Sexual and Other Assaults on Campus <i>Current Title: Campus Sexual Violence Elimination Act (SaVE)</i>	
BP 3550	2250 POL	Drug-Free Environment and Drug Prevention Program <i>Current Title: Alcohol, Marijuana, and Other Drugs on College Property</i>	
BP 3560	2251 POL	Alcoholic Beverages	
BP 3570	2255 POL	Smoking and Other Tobacco Use and Possession on Campus <i>Current Title: Smoke-Free College</i>	

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Chapter 3 – General Institution (cont.)			
BP 3600		Auxiliary Organizations	
[BP 3610]	7010 POL	Community Services	
[BP 3620]	7020 POL	Chemeketa Cooperative Regional Library Services	
[BP 3630]	7030 POL	Providing Services Across the District	
[BP 3640]	7050 POL	Campus Visitors	
[BP 3650]	7210 POL	College-Support Organizations	
[BP 3660]	7220 POL	Career and Technical Programs Advisory Committees	
BP 3710		Securing of Copyright	
BP 3715		Intellectual Property	
BP 3720	1760 POL	Computer and Network Use <i>Current Title: Use of College Network, Technology, Communications Resources</i>	
BP 3725	1762 POL	Information and Communications Technology Accessibility & Acceptable Use <i>Current Title: Digital Access Policy</i>	
[BP 3730]	2215 POL	Generative Artificial Intelligence Administrative Policy	
BP 3800	1765 POL	Personal Data Protection <i>Current Title: Security of Personal Information</i>	
[BP 3805]	1770 POL	Health Insurance Portability and Accountability Act (HIPAA)	Could be integrated into BP 3800
BP 3810		Claims Against the [Entity]	
BP 3820	6280 POL	Gifts	
BP 3900		Speech: Time, Place, and Manner	
[BP 3910]	2240 POL	Solicitation of Funds	Could be integrated into BP 3820
[BP 3920]	2260 POL	Sales of Goods, Food, and Non-Alcoholic Beverages; Production, Sales, and Service of Alcoholic Beverages; and Distribution of Merchandise or Services	
[BP 3930]	2270 POL	Presentations at College Facilities	Could be integrated into facilities use policy or speech policy
[BP 3940]	2275 POL	College Trademark (Logo)	Could be integrated into intellectual property policy or procedure
Chapter 4 – Academic Affairs			
BP 4010	4020 POL	Academic Calendar	
[BP 4015]	4320 POL	Standards for Instructional Qualifications	Could be integrated into BP 4020
BP 4020		Program, Curriculum, and Course Development	
BP 4025		Philosophy and Criteria for Associate Degree and GE	
BP 4030	4310 POL	Academic Freedom	
BP 4040	4110 POL	Library and Learning Support Services	
[BP 4045]	4210 POL	Use of Copyright Materials	Could be integrated into BP 3715 (Intellectual Property)

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Chapter 4 — Academic Affairs (cont.)			
BP 4050	4065 POL	Articulation	
[BP 4060]	4060 POL	Criteria for Retention of Classes	
BP 4070		Course Auditing and Auditing Fees	
[BP 4080]	4040 POL	Contracts for Courses & Services	
BP 4100	4030 POL	Graduation Requirements for Degrees and Certificates	
BP 4106		Nursing Programs	
BP 4110		Honorary Degrees	
[BP 4120]	4050 POL	Course Offerings for Secondary Schools	
[BP 4130]	4075 POL	Credit Hour	Could be integrated into BP 4020
BP 4220		Standards of Scholarship	
[BP 4221]	4330 POL	Generative Artificial Intelligence Instructional Policy	
BP 4225		Course Repetition	
BP 4226		Multiple and Overlapping Enrollments	
BP 4230	4070 POL	Grading and Academic Record Symbols <i>Current Title: Grading</i>	
BP 4231		Grade Changes	
BP 4235	4080 POL	Credit by Examination/Credit for Prior Learning <i>Current Title: Transfer of Previous Credit and Alternate Approaches to College Credit</i>	
BP 4240		Academic Renewal	
BP 4250	5030 POL	Probation, Dismissal, and Readmission	
[BP 4255]	4220 POL	Removal of a Student from a Classroom/Office/Site	
BP 4260		Prerequisites, Co-requisites, and Advisories	
BP 4300	4230 POL	Field Trips and Excursions	
Chapter 5 – Student Affairs			
[BP 5005]	4010 POL	Open-Door Policy	Could be integrated into BP 5010
BP 5010	5110 POL	Admissions & Concurrent Enrollment	
BP 5015	5120 POL	Residence Determination <i>Current Title: Residence</i>	
[BP 5016]	5130 POL	Tuition & Fees	
BP 5020		Nonresident Tuition	
BP 5030		Fees	
[BP 5031]	5135 POL	Student-Initiated Fee	Could be integrated into BP 5030
BP 5035		Withholding of Student Records	
BP 5040	5140 POL	Education Records, Directory Information, and Privacy <i>Current Title: Student Records/Use of Social Security Number</i>	
PB 5045	5141 POL	Deceased Student Policy	Could be integrated into BP 5045
BP 5052	4015 POL	Open Enrollment	

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Chapter 5 – Student Affairs (cont.)			
BP 5055		Enrollment Priorities	
BP 5110		Counseling	
BP 5120		Transfer	
BP 5130	5310 POL	Financial Aid <i>Current Title: Student Financial Aid</i>	
[BP 5135]	5150 POL	Delinquent Debts	
BP 5140	1725 POL	Disabled Student Programs and Services	
BP 5200		Student Health Services	
BP 5205		Student Accident Insurance	
BP 5210	2290 POL	Communicable Disease – Students	
BP 5300		Student Equity	
BP 5400	5210 POL	Associated Students Organization <i>Current Title: Student Clubs and Organizations</i>	
BP 5410		Associated Students Elections	
BP 5420		Associated Students Finance	
BP 5500	5010 POL	Standards of Student Conduct <i>Current Title: Student Rights & Responsibilities</i>	
[BP 5510]	5020 POL	Academic Honesty	Could be incorporated into BP 5500
BP 5510		Off-Campus Student Organizations	
[BP 5520]	5230 POL	Hazing Policy	
BP 5570		Student Credit Card Solicitation	
BP 5700	5220 POL	Intercollegiate Athletics	
[BP 5705]	1747 POL	Chemeketa Gender Equity in Athletics	Could be integrated into BP 5700
BP 5800		Prevention of Identity Theft in Student Financial Trans.	
Chapter 6 – Business and Fiscal Affairs			
BP 6100		Delegation of Authority, Business and Fiscal Affairs	
BP 6150	6110 POL	Designation of Authorized Signatures <i>Current Title: Signatures on Payments</i>	
BP 6200		Budget Preparation	
BP 6250		Budget Management	
[BP 6260]	6030 POL	Transfer of Budget Appropriations	Could be integrated into BP 6250
BP 6300		Fiscal Management	
[BP 6310]	6010 POL	Accounting for Funds	Could be integrated into BP 6300
[BP 6315]	6020 POL	Handling of Funds	Could be integrated into BP 6300
BP 6320	6040 POL	Investments	
[BP 6325]	6050 POL	Chemeketa Community College Debt Policy	
[BP 6326]	6060 POL	Chemeketa Community College Reserves Policy	Could be integrated into BP 6250
BP 6330	6210 POL	Purchasing	

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Chapter 6 – Business and Fiscal Affairs (cont.)			
BP 6340	6230 POL	Bids and Contracts <i>Current Title: Contracts</i>	
[BP 6350]	6240 POL	Inventory	Could be integrated into BP 6330
BP 6400		Financial Audits	
BP 6450		Wireless or Cellular Phone Use	
BP 6500		Property Management	
BP 6520		Security for [<i>Entity</i>] Property	
[BP 6530]	2550 POL	Integrated Pest Management Plan	
[BP 6535]	2510 POL	Sustainability	
BP 6540	6510 POL	Insurance	
BP 6550	6220 POL	Disposal of Property <i>Current Title: Surplus Property</i>	
BP 6600		Capital Construction	
BP 6620		Naming of Buildings	
BP 6700	6250 POL	Facilities Use	
[BP 6701]	6260 POL	Facilities Scheduling	Could be integrated into BP 6700
[BP 6702]	6270 POL	Site, Building, Room Identifiers	Could be integrated into BP 6700
BP 6750		Parking	
BP 6800	2430 POL	Occupational Safety	
BP 6900	6610 POL	Bookstore(s)	
BP 6910		Housing	
[BP 6920]	6620 POL	Food Service	
[BP 6925]	6630 POL	Vending Program	
[BP 6930]	6410 POL	Legal Service	
Chapter 7 – Human Resources			
BP 7100		Commitment to Diversity	
BP 7110		Delegation of Authority, Human Resources	
BP 7120	3030 POL	Recruitment and Hiring <i>Current Title: Job Descriptions</i>	
[BP 7125]	3020 POL	Employee Evaluation	Could be integrated into BP 7230, 7240, 7250, 7260
BP 7130	3040 POL	Employee Compensation <i>Current Title: Salary</i>	
[BP 7131]	6120 POL	Salary Payments	Could be integrated into BP 7130
[BP 7132]	6130 POL	Payment of Wages in Advance	Could be integrated into BP 7130
BP 7135		Faculty Outside Employment	
BP 7140		Collective Bargaining	
BP 7160	3080 POL	Professional Development <i>Current Title: Employee Development</i>	

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Chapter 7 – Human Resources (cont.)			
[BP 7170]	3070 POL	Inquiries for Employee Verification (including Student Employees)	Could be merged into one policy
[BP 7171]	3071 POL	Inquiries for Employment References (Including Student Employees)	
BP 7210	3210 POL	Academic Employees <i>Current Title: Faculty: Definition</i>	
[BP 7220]	3310 POL	Classified Employees: Definition	
[BP 7225]	3110 POL	Exempt Employees: Definition	
BP 7230	3120 POL	Exempt Administrative Employees <i>Current Title: Exempt Administrative Employees: Definition</i>	
BP 7240	3130 POL	[Confidential] Employees	
BP 7250		[Educational Administrators]	
[BP 7255]	3140 POL	Exempt Coordinators/Managers: Definition	Could be integrated into BP 7260
BP 7260	3150 POL	[Exempt] Supervisors and Managers	
[BP 7270]	3410 POL	Part-Time Hourly Temporary Personnel: Definition	Could be merged into one policy
[BP 7280]	3510 POL	College-Funded Student Employees: Definition	
[BP 7290]	3610 POL	Volunteer: Definition	
[BP 7300]	3060 POL	Access to Personnel Records	Could be integrated into BP 7230, 7240, 7250, 7260
BP 7310		Nepotism	
BP 7330	2290 POL	Communicable Disease - Employees	
BP 7335		Health Examinations	
BP 7340	3010 POL	Leaves	
BP 7345		Catastrophic Leave Program	
BP 7350		Resignations	
BP 7360		Discipline and Dismissal - Academic Employees	
BP 7365		Discipline and Dismissal - [Non-Academic] Emp.	
BP 7370	2220 POL	Political Activity - Employees	
BP 7380		Retiree Health Benefits	
[BP 7381]	3090 POL	Employee Retirement Tuition Waiver Benefit	
BP 7385		Salary Deductions	
BP 7400	6310 POL	Employee Travel <i>Current Title: Travel, Transportation, and Related Expenses</i>	
BP 7510		Domestic Partners	
BP 7600		[Entity Police or Security]	
BP 7700	1721 POL	Whistleblower Protection	
BP 7800		Work After Retirement	

**COLLEGE POLICIES: COLLEGE BOARD OF EDUCATION SERIES (1000)—
POLICY #1710, CONFLICT OF INTEREST AND ETHICS; ADMINISTRATIVE
SERIES (2000)—POLICY #BP2550,
INTEGRATED PEST MANAGEMENT AND PLAN; AND
GENERAL INSTITUTION SERIES (3000)—POLICY #BP3522,
IMMIGRATION ENFORCEMENT NOTIFICATION**

Prepared by

Kara Parker, General Counsel
Alice Sprague, Vice President—Governance and Administration

Governance & Administration introduces revisions to two existing policies and one new policy.

CONFLICT OF INTEREST AND ETHICS—#1710

This policy was last reviewed by the board in December 2019. In the 2026 short legislative session, the law changed to increase the statutory limit of gifts for public officials from \$50 per calendar year to \$100 per calendar year. The law also allows governing bodies to set limits higher than \$100 via board policy. **Governance and Administration recommends that the board set the gift limit per calendar year to \$250.** This amount will allow board members and employees to receive gifts like high-quality Chemeketa-branded apparel and outerwear in order to represent the College at conferences and other events. The cost of clothing and outerwear has increased precipitously in recent years, and the College would like to preserve its ability to give additional incidental gifts, like water bottles, keychains, umbrellas, and other items, to College officials and board members without running afoul of Oregon ethics laws.

INTEGRATED PEST MANAGEMENT AND PLAN—#BP2550

This policy was last reviewed by the board in May 2019. In the short 2026 legislative session, the law changed to require that a school's integrated pest management plan be reviewed by the board once every five years. The updated law also requires the integrated pest management plan and list of low-impact pesticides to be made publicly available on the Board of Education's website.

IMMIGRATION ENFORCEMENT NOTIFICATION—#BP3522

This is a new policy. New titles or language are underlined.

The board will be asked at the July 2026 Board of Education meeting to approve changes or additions of language or adopt the new policy in the above-mentioned policies.



College Board of Education Series (1000)

Policy #1710

CONFLICT OF INTEREST AND ETHICS

Chemeketa Community College employees, officers, and agents, irrespective of whether they are compensated for such services (e.g., college administration, staff, faculty, board members, volunteers, and agents of the college) are considered “public officials” per Oregon Ethics Law.¹

Public officials are prohibited from the following:

1. Financial and/or Personal Gain

Using their office for *financial and/or personal gain* or to avoid a *financial and/or personal detriment* for themselves or their family members. Family members are considered to be: spouse, children, siblings, spouse of siblings, parents, persons to whom the public official have a legal duty to support, persons to whom the public official provides benefits through the public official’s public employment, and any person who provides benefits to a public official or candidate through the person’s employment.

2. Conflict of Interest

A conflict of interest may exist whenever any action, decision, or recommendation by the public official in their official capacity may lead to the private financial and/or personal gain or avoid a financial and/or personal detriment of the public official, family member of the public official, or a business with which any of the family members as defined in paragraph one (1) above are involved. When a conflict of interest may occur, the public official must provide notification of such conflict of interest and withdraw from any such action. Refer to college Procedure #1710 PRO for additional information about conflict of interest disclosure and/or withdrawals.

3. Gifts

Public officials are prohibited from soliciting or accepting, directly or indirectly, honoraria, rebates, gifts, monies, gratuities, services, promises of contract for future award, or compensation from any single source that could reasonably be known to have a financial, personal, administrative, or other interest. A gift is defined as something of economic value given to a public official or their family members without payment or other consideration of equivalent value. Gifts may include, but are not limited to, meals, textbooks for personal use, and trips.

¹ORS 244 Government Ethics Law and Oregon Government Ethics Law—Guide for Public Employees and 2011–2015 Legislative Update Supplement

College Board of Education Series (1000)

CONFLICT OF INTEREST AND ETHICS (Continued)

This prohibition does not apply to the receipt of an honorarium, or a certificate, plaque, commemorative token, or other item with a value of less than ~~\$50~~ \$250, or honoraria received for services performed in relation to the public official's private profession, occupation, avocation, or expertise.

Adopted College Board of Education

Revised College Board of Education



Administrative Series (2000)

Policy #BP 2550

INTEGRATED PEST MANAGEMENT AND PLAN

To promote the health and safety of students, employees, and community members, the Chemeketa Community College Board of Education shall adopt an Integrated Pest Management plan (IPM) that emphasizes the least possible risk to students, employees, and community members and shall adopt a list of low-impact pesticides for use with the IPM plan.

The IPM plan is a proactive strategy that:

1. Focuses on the long-term prevention or suppression of pest problems through economically and environmentally sound measures that:
 - a. Protect the health and safety of students and employees;
 - b. Protect the integrity of college buildings and grounds;
 - c. Maintain a productive learning environment; and
 - d. Protect local ecosystem health.
2. Focuses on the prevention of pest problems by working to reduce or eliminate conditions of property construction, operation, and maintenance that promote or allow for the establishment, feeding, breeding, and proliferation of pest populations or other conditions that are conducive to pests or that create harborage for pests;
3. Incorporates the use of sanitation, structural remediation, or habitat manipulation or of mechanical, biological, and chemical pest control measures that present a reduced risk or have a low-impact and, for the purpose of mitigating a declared pest emergency, the application of pesticides that are not low-impact pesticides;
4. Includes regular monitoring and inspections to detect pests, pest damage, and unsanctioned pesticide usage;
5. Evaluates the need for pest control by identifying acceptable pest population density levels;
6. Monitors and evaluates the effectiveness of pest control measures;
7. Excludes the application of pesticides on a routine schedule for purely preventive purposes, other than applications of pesticides designed to attract or be consumed by pests;
8. Excludes the application of pesticides for purely aesthetic purposes;
9. Includes education of college employees about sanitation, monitoring, inspection, and pest control measures and prohibits the unauthorized possession and/or application of pesticides by employees, students, community members, vendors, and contractors on college owned and/or controlled property;
10. Gives preference to the use of nonchemical pest control measures;
11. Allows the use of low-impact pesticides if nonchemical pest control measures are ineffective; and
12. Allows the application of a pesticide that is not a low-impact pesticide only to mitigate a declared pest emergency or if the application is by, or at the direction or order of, a public health official.

Administrative Series (2000)

INTEGRATED PEST MANAGEMENT AND PLAN (Continued)

The College shall designate the director of capital projects/facilities and operations as the Integrated Pest Management Plan coordinator and give the IPM coordinator or give that person the authority for overall implementation and evaluation of the IPM plan.

Not less than once every five years, the Board of Education shall review the IPM plan, make any necessary updates and readopt the IPM plan.

The Board of Education shall make the IPM plan available to the public through the Board of Education's website. The Board of Education shall make the list of low-impact pesticides available to the public through the Board of Education's website.

12/15/2021

Adopted College Board of Education

Revised College Board of Education

References:

NWCCU Standard 2.A.1
ORS 341.275, ORS 341.326



General Institution Series (3000)

Policy #BP3522

IMMIGRATION ENFORCEMENT NOTIFICATION

The Board of Education is committed to a safe and secure work and learning environment for all students and employees. To that end, the **president/chief executive officer** shall establish procedures related to confirmed federal immigration enforcement activities on campus in compliance with the requirements of state and federal law.

The **president/chief executive officer** shall ensure that the procedures include the designation of the person/persons responsible for confirming the presence of immigration authorities on property owned and controlled by **Chemeketa Community College** and providing notice of such activities to students and employees.

The procedures will be posted on the college's website in any languages that are regularly used to communicate effectively with students at the campus and included in any other locations where the college provides information related to immigration or campus emergencies.

Adopted College Board of Education

Revised College Board of Education

References:
Chapter 48, Oregon Laws 2026
ORS 180.805
ORS 181A.822

PERSONNEL REPORT

Prepared by

Courtney Saldivar, Associate Vice President—Human Resources
Alice Sprague, Vice President—Governance and Administration

NEW HIRES

Erika L. Gabbard, Operations Coordinator 2—Prison Education and Community Reentry, Workforce Innovation and Strategic Engagement Division (WISE), 100 percent, 12-month assignment, Grade 14, Step 5.

Ellen Marie Ohlde, Educational, Guidance, and Career Advisor Associate 2—Workforce Innovations and Strategic Engagement (WISE), Academic Development and Corrections Education Division, Grade 13, Step 5.

Fátima Venecia Preciado Mendoza, Educational, Guidance, and Career Advisor Associate 2—General Education and Transfer Studies (GETS), Yamhill Valley Campus (YVC), 100 percent, 12-month assignment, Grade 13, Step 3.

RETIREMENTS

Beth Bonnet, Educational, Guidance, and Career Advisor Associate 2—Academic Advising and First Year Programs, Student Affairs Division, effective June 30, 2026.

Patricia “Trish” Bowlsby, Reception and Information Associate 2—Human Resources, Governance and Administration Division, effective June 30, 2026.

Collene R. Keena, Payroll Analyst 3—Human Resources, Governance and Administration Division, effective June 30, 2026.

Sheldon Schnider, Instructor-Computer-Aided Design/Computer-Aided Manufacturing—Applied Technologies, Academic Affairs Division, effective June 30, 2026.

SEPARATIONS

Isamar A. Chavez, Educational, Guidance, and Career Advisor/Coordinator 2—College Access Programs, Student Affairs Division, effective May 12, 2026.

Tim Ray, Dean of Agriculture Sciences and Technology—Career and Technical Education, Academic Affairs Division, effective May 15, 2026.

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

The following items are included in the printed agenda:

The following financial reports for the period of July 1, 2025, through May 31, 2026, will be available at the board meeting:

- General Fund Revenue and Expense Statement
- General Fund Budget Status Report

Chemeketa Community College
Statement of Resources and Expenditures
As of May 31, 2026

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
Resources:				
Beginning Fund Balance	19,175,139	26,735,049	139.43%	7,559,910
Property Taxes	30,975,265	29,655,782	95.74%	(1,319,483)
Tuition and Fees	20,304,170	23,246,154	114.49%	2,941,984
State Appropriations - Current	44,487,526	42,450,214	95.42%	(2,037,312)
Indirect Recovery	1,007,908	1,296,167	128.60%	288,259
Interest	2,867,965	2,116,475	73.80%	(751,490)
Miscellaneous Revenue	286,992	203,383	70.87%	(83,609)
Transfers In	100,000	3,105	3.11%	(96,895)
Total Resources	119,204,965	125,706,329	105.45%	6,501,364
<i>State Appropriations - Deferred to FY27</i>	-	10,862,755	-	-
Expenditures:				
Instruction	42,660,820	40,608,510	95.19%	2,052,310
Instructional Support	14,146,821	13,978,135	98.81%	168,686
Student Services	11,126,683	11,123,691	99.97%	2,992
College Support Services	23,689,927	19,943,487	84.19%	3,746,440
Plant Operation and Maintenance	8,956,295	8,146,927	90.96%	809,368
Transfers	5,460,136	5,026,613	92.06%	433,523
Total Expenditures (Excluding Contingency)	106,040,682	98,827,363	93.20%	7,213,319
Contingency	13,164,283	-	0.00%	13,164,283
Total Expenditures	119,204,965	98,827,363	82.91%	20,377,602

**Chemeketa Community College
Budget Status Report
As of May 31, 2026**

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	11,000,271	11,302,224	1,036,443	(1,338,396)
6120	Classified Salaries	14,785,092	16,994,503	1,389,265	(3,598,676)
6124	Part-Time Hourly & Student Wages	1,174,403	1,003,065	-	171,338
6130	Faculty Salaries	19,171,349	17,544,431	306,320	1,320,598
6132	Part-Time Faculty	9,723,285	11,338,516	1,126,721	(2,741,952)
6510	Fixed Fringe Benefits	15,102,541	9,070,961	-	6,031,580
6511	Variable Fringe Benefits	18,335,982	18,479,529	-	(143,547)
6512	Other Fringe Benefits	450,000	350,568	-	99,432
	Subtotal Personnel Services	89,742,923	86,083,797	3,858,749	(199,623)

95.92%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,704,287	1,023,781	549	679,957
720	Equipment \$500-\$4,999	131,768	227,941	-	(96,173)
7300	Legal Services	241,120	155,002	-	86,118
7310	Insurance	1,204,722	1,192,670	-	12,052
7320	Maintenance	376,671	390,544	5,156	(19,029)
7330	Communications	929,087	374,099	-	554,988
7340	Utilities	2,851,342	1,826,718	12,607	1,012,017
7350	Staff Development	157,956	154,710	-	3,246
7360	Travel	355,617	193,324	-	162,293
7370	Other Services	2,385,053	1,936,991	177,836	270,226
7550	Capital Outlay	500,000	241,173	4,000	254,827
8150	Transfers Out	5,460,136	5,026,613	-	433,523
	Subtotal Non-Personnel Services	16,297,759	12,743,566	200,148	3,354,045

78.19%

8500	Contingency	13,164,283	-	-	13,164,283
	Report Totals	119,204,965	98,827,363	4,058,897	16,318,705

82.91%

CAPITAL PROJECTS REPORT

Prepared by

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

BOND PROJECTS

Community Fields/Courts Upgrades

This project encompasses the renovation of the baseball and softball fields, incorporating artificial turf surfaces and updated lighting systems. These enhancements are designed to improve drainage and broaden the availability of the facilities for both Chemeketa and community teams, allowing for utilization during adverse weather conditions and extending the operational hours past sunset.

Update: Development at the entrance of the community fields, featuring infrastructure enhancements and new concrete surfaces to accommodate ticketing and concessions, is now complete. Design plans for the upcoming soccer field and the tennis/pickleball courts are nearly finalized, and construction is set to begin in early summer 2026.

Building 7 Renovation

The goal of this project is to realize the full potential of the existing facility to promote and support the physical and wellness-related educational offerings and activities, and to revitalize and preserve an aging and outdated asset that has tremendous potential to serve the needs of the college community. In realizing these initial goals, we send a message to our community that vitality and wellness are important aspects of both academic and lifetime achievement.

Update: The architectural design group is finalizing the construction documents required for permit submission. Preliminary work segments, focusing on HVAC system upgrades and roof replacement, have undergone the bidding process. On June 15th, the facility will be closed to establish a secure perimeter as active construction commences. Roofing is slated for conclusion during the summer of 2026. Interior remodel elements will proceed immediately thereafter. The project team has coordinated extensively to secure alternative on-campus and off-site venues for student activities and ensured staff and faculty are successfully transitioned to temporary workspaces for the project duration.

Classroom Reconfiguration - YVC

The project aims to meet community needs by creating flexible instructional space for various CTE programs, including EMT, expanded Medical Assisting, and potential ECE and other CTE offerings based on community demand.

Update: This project has reached completion. Following the handover of the classrooms on May 15th, instructional activities have commenced as scheduled.

Trades Center

The project will provide flexible lab and shop space to expand hands-on training in high-demand trades such as welding, ironworking, and carpentry. It will help to strengthen partnerships with industry, support apprenticeships and workforce training, and prepare students for family-wage careers that meet the region's economic needs.

Update: The project team, collaborating with architectural consultants, has established a baseline cost estimate to ensure the primary objectives are achieved within the allocated funding. This critical estimate helped shape the scope of work, which integrates the use of existing infrastructure—specifically Buildings 33 and 42—alongside a new Trades Center facility.

While the design firm advances the schematic designs, the college is actively engaged in the procurement process for a Construction Manager/General Contractor (CMGC). This chosen partner will be instrumental in design finalization and will collaborate directly with the architects to conduct comprehensive evaluations of constructability and overall project costs.

Blue Parking Lot

The Blue Parking Lot is slated for a complete overhaul due to its deteriorated condition, primarily stemming from insufficient subgrade support beneath the asphalt. This critical project aims to not only replace the failing infrastructure but also to implement a modernized layout that prioritizes pedestrian and vehicular safety. Furthermore, the redesign will incorporate modern stormwater treatment solutions, bringing the lot into compliance with current regulations and best practices.

Update: Bids have been received, and the college's owner's representative, R&C, is currently working with procurement to award the contract. The project is scheduled to begin on June 15, immediately following the conclusion of the spring term. The parking lot and perimeter will remain closed during the summer term, with accommodations and exceptions made for surrounding programs to maintain necessary access. The project is currently anticipated to be completed by August 28th.

Woodburn Science Lab

This project will create a science lab at the Woodburn Center to facilitate the completion of the Associate of Arts Oregon transfer program by local students.

Update: The college's owner's representative, R&C, is currently collaborating with procurement to initiate the selection process for an architect. This architect will partner with the college project team to comprehensively define the project scope and goals. The design phase is expected to continue through spring 2027, with construction anticipated to commence in summer 2027.

Security and Lighting

To enhance safety for staff, faculty, and students, improvements are underway to replace aging security camera equipment. This initiative involves moving to a single, unified system, developed in collaboration with the Public Safety Department, for ease of use and increased capabilities. Additionally, we are upgrading exterior and interior lighting that will improve learning spaces and further contribute to a safer environment. These improvements are inclusive of all Chemeketa locations.

See Appendix-2; Campus Maps, Pages 78–79.

CHEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICE REPORT

Prepared by

Doug Yancey, Director—Chemeketa Cooperative Regional Library Service
Manuel Guerra, Executive Dean—Student Affairs
David Hallett, Vice President—Academic and Student Affairs

The Chemeketa Cooperative Regional Library Service (CCRLS) report addresses activities in four areas: CCRLS Advisory Council; Polk, Yamhill and Marion Library Association (PYM); administration and automation; and statistics.

CCRLS ADVISORY COUNCIL

Recent meeting topics have included: policy review and approvals, developments with Keizer Community Library, digital accessibility requirements, recruitment for the Yamhill County Lay Representative position, and use of discretionary funds for FY 2026–2027. The final meeting for the year was on May 21, 2026.

PYM

Recent meeting topics have included: policy review and approvals, consolidation/simplification of patron types defined in the automated system, distribution of additional RFID inventory devices, hotspot circulation, developments with Keizer Community Library, digital accessibility requirements, and use of discretionary funds for FY 2026–2027. The last meeting for the year was on June 5, 2026.

CCRLS ADMINISTRATION AND AUTOMATION

Keizer Community Library (KCL) was recently granted status as a public library by the State Library Board. This distinction is a prerequisite for pursuing CCRLS membership, which is expected.

A comprehensive review and documentation of CCRLS policies continues. The final reimbursement-related policy, *Mileage Reimbursement (REIMB-005)*, was recently vetted by both PYM and the CCRLS Advisory council and is considered adopted. Next priority is the establishment of a membership policy which will replace an incomplete internal procedure. This policy will govern scenarios in which prospective libraries approach CCRLS for membership (i.e., Keizer Community Library). A draft will be composed over the summer so that discussion can begin in the fall as stakeholder groups resume meetings. A lengthy and robust conversation is anticipated.

The 'bridge' system which facilitates discovery and requesting between public member libraries and the college library is end-of-life as of June 30, 2026. *Tipasa* will replace the current platform. There will be no significant increase in annual expenditure. Implementation pre-steps have commenced, with an anticipated go-live in Fall 2026.

CCRLS will renew a 2-year contract with T-Mobile for 120 circulating hotspots, which are made available to patrons through member libraries.

Standard Report-4
June 10, 2026

STATISTICS

METRIC		Q3 (Current Year)	Q3 (Previous Year)	Trend
Library users:		AVG	AVG	
Total registered		142,853	140,603	1.60%
City resident (FULL)		103,678	102,245	1.40%
Rural adult resident (BASIC, FEE, OOD)		28,601	27,581	3.70%
Rural youth (CARE)		8,922	9,160	-2.60%
Active users (activity within previous 3 months)		44,322	41,100	7.84%
Collection:		AVG	AVG	
Item count		998,799	1,017,537	-1.84%
Circulation:		COUNT	COUNT	
Total checkouts		715,110	711,323	0.53%
Via self-check	31.54%	225,558	229,879	-1.88%
To rural adults (BASIC, FEE, OOD)	14.46%	103,390	103,320	0.07%
To rural youth (CARE)	8.44%	60,336	62,765	-3.87%
Small library rotating collection *		356	683	-47.88%
Holds filled		100,742	102,787	-1.99%
Items carried via Courier		205,993	209,563	-1.70%
Reciprocal Sharing:		COUNT	COUNT	
Among CCRLS members		133,749	134,394	-0.48%
External borrowing		413	354	16.67%
External lending		915	769	18.99%
Library User Engagement:		COUNT	COUNT	
Online registrations		2,251	487	362.22%
Telephone renewals		294	184	59.78%
Mobile application launches		101,009	90,727	11.33%
Mobile application searches		111,283	101,375	9.77%
Web catalog users		86,684	53,127	63.16%
Web catalog sessions		211,245	159,148	32.73%
CCRLS-provided database uses		8,502	10,572	-19.58%
CCRLS-provided eVideo uses		12,303	12,804	-3.91%
CCRLS-provided eBook uses		192,303	165,611	16.12%

Standard Report-4
June 10, 2026

Notices to Users:	COUNT	COUNT	
via Email	197,823	192,528	2.75%
via Text (SMS)	57,248	55,330	3.47%
via Telephone	12,731	12,290	3.59%
via Post	233	231	0.87%
Library Support:	COUNT	COUNT	
CCRLS Help Desk (tickets resolved)	169	143	18.18%

* Rotating collection discontinued with bankruptcy of Baker & Taylor, funds reassigned to Collection Support reimbursement.

RECOGNITION REPORT

Prepared by

Jessica Howard, President/Chief Executive Officer

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

Several faculty members deserve recognition for their contributions to the betterment of the college and the success of our students. Their colleagues and students offered moving testimony to their accomplishments at this year's Faculty Recognition event: Congratulations to Dental Assisting instructor JILL LOMAX and Japanese instructor MASUMI TIMSON on being selected as the 2026 Excellence in Teaching Award winners. Congratulations to TRACI HODGSON (History) and DAN CARLSON (Building Inspection) on being recognized for their longstanding exemplary leadership. Congratulations to BRYAN BERENGUER (Wine Studies) on being recognized for his outstanding service. Congratulations to DANIEL COUCH (English) on being recognized for exceptional efforts to increase access to educational opportunities for students. Congratulations to TIFFANY GARDNER (Counseling) on being recognized for her innovative efforts to support student wellbeing. Congratulations to ERIK JENSEN (Physics) on being recognized for his efforts to make learning affordable.

Congratulations to Stephanie Lenox (Chemeketa Press) on the publication of the second edition of her creative writing textbook, *Short-Form Creative Writing: A Writer's Guide and Anthology* with Bloomsbury Academic. Stephanie's book, co-written with H. K. Hummel, is an introduction to the art and craft of extremely compressed works of imaginative literature. It introduces both traditional and innovative approaches to the short form and demonstrates how it possesses structure, logic, and coherence while simultaneously resisting expectations.

Separate Action-1
June 10, 2026

**APPROVAL OF PRESIDENTIAL CONTRACT
[25-26-158]**

Prepared by

Diane Watson, Chair—College Board of Education

Per board policy and ORS 192.660(2)(i), the College Board of Education completed a performance evaluation of President Jessica Howard.

Based on a successful presidential evaluation, board action is requested to renew the president's contract.

It is recommended that the Board of Education and the College renew the president's contract effective July 1, 2026, through June 30, 2029, as per the contract.

Separate Action-2
June 10, 2026

**APPROVAL OF RESOLUTION NO. 25-26-30, ADOPTING THE BUDGET,
MAKING APPROPRIATIONS, AND LEVYING TAXES
[25-26-159]**

Prepared by

Brian Knowles, Director—Budget and Finance
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

ORS 294.456 requires the College Board of Education to adopt the budget, to make appropriations, and to declare the ad valorem tax levy. The resolution will be available at the board meeting and will carry out those requirements and allow administration of the 2026–2027 budget.

It is recommended that the College Board of Education adopt Resolution No. 25-26-30, Adopting the Budget, Making Appropriations, and Levying Taxes.

Separate Action-2
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
RESOLUTION NO. 25-26-30
ADOPTING THE BUDGET, MAKING APPROPRIATIONS,
AND LEVYING TAXES

WHEREAS ORS 294.456 requires the board to adopt a budget, make appropriations and make and declare the ad valorem tax rate, and

WHEREAS the budget committee has approved a General Fund expenditure budget of \$122,244,640 and other funds at a budget meeting on April 15, 2026, and the Board of Education is requested to adopt at this time a General Fund expenditure budget of \$122,244,640 and other funds as attached,

BE IT RESOLVED that the Board of Education hereby imposes the taxes provided for in the adopted budget at the rate of \$0.6259 per \$1,000 of assessed value for operations, \$0.0818 per \$1,000 of assessed value for the Regional Library, and in the amount of \$13,675,000 for payment of bonded debt; and that these taxes are hereby imposed and categorized for the tax year 2026-2027 upon the assessed value of all taxable property within the district.

	Subject to the Education Limitation	Subject to the General Government Limitation	Excluded From Limitation
General Fund	\$0.6259/\$1,000	0	0
Regional Library	0	\$0.0818/\$1,000	0
Bonded Debt Fund	0	0	\$13,675,000

NOW BE IT RESOLVED that the fiscal year beginning July 1, 2026, the amounts shown below are hereby appropriated for the purpose indicated within the funds listed:

GENERAL FUND

President's Office	
Personnel Services	15,919,276
Materials and Services	1,592,428
Capital Outlay	203,947
Total President's Office	17,715,651
College Support Services	
Personnel Services	11,587,536
Materials and Services	6,128,254
Capital Outlay	194,058
Transfers	5,530,136
Contingency	9,116,906
Total College Support Services	32,556,890

Separate action-2
June 10, 2026

Academic Affairs	
Personnel Services	54,942,093
Materials and Services	1,854,977
Capital Outlay	<u>900</u>
Total Academic Affairs	56,797,970
Student Affairs	
Personnel Services	14,398,275
Materials and Services	674,759
Capital Outlay	<u>101,095</u>
Total Student Affairs	15,174,129
GRAND TOTAL GENERAL FUND	\$122,244,640

MAJOR MAINTENANCE FUND	
Personnel Services	150,000
Materials and Services	10,000,000
Capital Outlay	52,560,000
Transfers	5,100,000
Contingency	<u>750,000</u>
Total Major Maintenance Fund	68,560,000
VEHICLE REPLACEMENT FUND	
Materials and Services	15,000
Capital Outlay	<u>260,000</u>
Total Vehicle Replacement Fund	275,000
GRANTS AND CONTRACTS FUND	
Personnel Services	10,110,785
Materials and Services	5,939,215
Capital Outlay	<u>10,500,000</u>
Total Grants and Contracts Fund	26,550,000
LEASED PROPERTIES FUND	
Personnel Services	279,117
Materials and Services	3,000,000
Capital Outlay	4,650,883
Transfers	<u>3,470,000</u>
Total Leased Properties Fund	11,400,000
SELF-SUPPORTING SERVICES FUND	
Personnel Services	12,566,377

Separate Action-2
June 10, 2026

Materials and Services	13,724,151
Capital Outlay	1,500,000
Transfers	<u>1,951,472</u>
Total Self-Supporting Services Fund	29,742,000
UNIVERSAL FEE FUND	
Personnel Services	1,819,386
Materials and Services	9,810,614
Capital Outlay	2,000,000
Transfers	<u>870,000</u>
Total Universal Fee Fund	14,500,000
DEBT SERVICE FUND	
Debt Service	24,120,000
Contingency	<u>15,045,000</u>
Total Debt Service Fund	39,165,000
CCRLS RESERVE FUND	
Contingency	<u>661,507</u>
Total Reserve Funds	661,507
REGIONAL LIBRARY FUND	
Personnel Services	1,421,243
Materials and Services	3,384,325
Capital Outlay	20,200
Transfers	75,000
Contingency	<u>1,000,000</u>
Total Regional Library Fund	5,900,768
RESERVE FUND	
Personnel Services	500,000
Materials and Services	500,000
Capital Outlay	2,770,000
Transfers	2,150,000
Contingency	<u>4,770,000</u>
Total Insurance Fund	10,690,000
AUXILIARY ENTERPRISE FUND	
Personnel Services	1,037,625
Materials and Services	4,912,375
Capital Outlay	<u>50,000</u>
Total Auxiliary Enterprise Fund	6,000,000

Separate Action-2
June 10, 2026

INTRA-COLLEGE SERVICES FUND	
Personnel Services	1,068,449
Materials and Services	3,839,551
Capital Outlay	500,000
Transfers	<u>150,000</u>
Total Intra-College Services Fund	5,558,000
EXTERNAL ORGANIZATION BILLING FUND	
Personnel Services	12,000
Materials and Services	203,000
Capital Outlay	<u>20,000</u>
Total External Organization Billing Fund	235,000
STUDENT GOVERNMENT AND CLUBS FUND	
Personnel Services	70,000
Materials and Services	400,000
Capital Outlay	25,000
Capital Outlay	<u>50,000</u>
Total Student Government and Clubs Fund	545,000
FINANCIAL AID FUND	
Financial Aid Expenditures	56,320,000
Transfers	<u>150,000</u>
Total Financial Aid Fund	56,470,000

Diane Watson

Diane Watson
Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

June 10, 2026

Date

Separate Action-3
June 10, 2026

**APPROVAL OF RETIREMENT RESOLUTION
NO. 25-26-26, PATRICIA “TRISH” A. BOWLSBY; NO. 25-26-27, SHELDON J. SCHNIDER;
NO. 25-26-28, BETH M. BONNET; AND NO. 25-26-29, COLLENE R. KEENA
[25-26-160]**

Prepared by

Courtney Saldivar, Associate Vice President—Human Resources
Alice Sprague, Vice President—Governance and Administration

The College Board of Education honors employees who retire after years of service to the college. Attached are the resolutions honoring Patricia “Trish” A. Bowsby, who retires effective June 30, 2026, Sheldon J. Schnider, who retires effective June 30, 2026, Beth Bonnet who retires effective June 30, 2026, and Collene R. Keena who retires effective June 30, 2026.

It is recommended that the College Board of Education adopt Resolution No. 25-26-26, Patricia “Trish” A. Bowsby; Resolution No. 25-26-27, Sheldon J. Schnider; Resolution No. 25-26-28, Beth M. Bonnet; and Resolution No. 25-26-29, Collene R. Keena.

Separate Action-3
June 10, 2026

**RETIREMENT RESOLUTION NO. 25-26-26,
PATRICIA “TRISH” A. BOWLSBY**

WHEREAS, Patricia “Trish” A. Bowsby began her 24 year, 11-month association, as a salaried employee, with Chemeketa Community College in August 2001; and

WHEREAS, Patricia “Trish” A. Bowsby gave dedicated service to Chemeketa Community College currently as a Reception and Information Associate 2, Human Resources, and Governance and Administration Division,

BE IT RESOLVED, that upon her retirement date of June 30, 2026, the College Board of Education hereby honors and commends Patricia “Trish” A. Bowsby for her loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson

Diane Watson
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Separate Action-3
June 10, 2026

**RETIREMENT RESOLUTION NO. 25-26-27,
SHELDON J. SCHNIDER**

WHEREAS, Sheldon J. Schnider began his 24 year, 7-month association, as a salaried employee, with Chemeketa Community College in December 2001; and

WHEREAS, Sheldon J. Schnider gave dedicated service to Chemeketa Community College currently as an Instructor-Computer-Aided Design/Computer Aided Manufacturing, Applied Technologies, and Academic Affairs Division,

BE IT RESOLVED, that upon his retirement date of June 30, 2026, the College Board of Education hereby honors and commends Sheldon J. Schnider for his loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson

Diane Watson
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Separate Action-3
June 10, 2026

**RETIREMENT RESOLUTION NO. 25-26-28,
BETH M. BONNET**

WHEREAS, Beth M. Bonnet began her 18 year, 9-month association, as a salaried employee, with Chemeketa Community College in September 2007; and

WHEREAS, Beth M. Bonnet gave dedicated service to Chemeketa Community College currently as an Educational, Guidance, and Career Advisor Associate 2, Academic Advising and First Year Programs, and Student Affairs Division,

BE IT RESOLVED, that upon her retirement date of June 30, 2026, the College Board of Education hereby honors and commends Beth M. Bonnet for her loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson

Diane Watson
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Separate Action-3
June 10, 2026

**RETIREMENT RESOLUTION NO. 25-26-29,
COLLENE R. KEENA**

WHEREAS, Collene R. Keena began her 26 year, 10-month association, as a salaried employee, with Chemeketa Community College in September 1999; and

WHEREAS, Collene R. Keena gave dedicated service to Chemeketa Community College currently as a Payroll Specialist 3, Human Resources, and Governance and Administration Division,

BE IT RESOLVED, that upon her retirement date of June 30, 2026, the College Board of Education hereby honors and commends Collene R. Keena for her loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson

Diane Watson
Board Chairperson

Jessica Howard

Jessica Howard
President/Chief Executive Officer

Action-1
June 10, 2026

**APPROVAL OF BUDGET TRANSFER REQUESTS
[25-26-161]**

Prepared by

Brian Knowles, Director—Budget and Finance
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

Local budget law requires that any budget transfers that amend the resolution to appropriate the adopted budget be authorized by the board, including transfers from contingency.

Requests for budget transfers are summarized and explained in the report that will be available at the board meeting.

Official action is requested to approve the budget transfers presented.

Action-1
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
FY 2025-2026
TRANSFERS OF GENERAL FUND APPROPRIATIONS
RESOLUTION TRANSFERS

Through June 30, 2026

	Adopted Budget 6/18/2025	Transfer Requested 6/10/2026		Adjusted Budget 6/10/2026
PRESIDENT'S OFFICE				
Personnel Services	13,207,648	-		13,207,648
Materials and Services	1,576,035	-		1,576,035
Capital Equipment	203,947	-		203,947
TOTAL	14,987,630	-		14,987,630
COLLEGE SUPPORT SERVICES				
Personnel Services	13,657,555	200,000	1	13,857,555
Materials and Services	6,138,557	100,000	1	6,238,557
Capital Equipment	194,058	-		194,058
Transfers	5,460,136	3,700,000	2,3	9,160,136
Contingency	13,164,283	(7,150,000)	1,2,3	6,014,283
TOTAL	38,614,589	(3,150,000)		35,464,589
ACADEMIC AFFAIRS				
Personnel Services	51,046,678	1,000,000	1	52,046,678
Materials and Services	1,876,333	-		1,876,333
Capital Equipment	900	-		900
TOTAL	52,923,911	1,000,000		53,923,911
STUDENT AFFAIRS				
Personnel Services	11,872,680	2,000,000	1	13,872,680
Materials and Services	705,060	100,000	1	805,060
Capital Equipment	101,095	50,000	1	151,095
TOTAL	12,678,835	2,150,000		14,828,835
GRAND TOTAL	119,204,965	-		119,204,965

- 1) Transfer from College Support Services Contingency to realign appropriations with anticipated final expenditures including the settlement of collective bargaining and retro payments
- 2) Transfer \$2.7 million to other funds for programs that receive additional General Fund support
- 3) Transfer \$1 million to Reserve Fund for future technology infrastructure projects

Action-1
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
FY 2025-26
AUXILIARY ENTERPRISE FUND

Through June 30, 2026

	<u>Adopted 6/18/2025</u>	<u>Transfer Requested 6/10/2026</u>		<u>Adjusted Budget 6/10/2026</u>
Personnel Services	920,558	250,000	1	1,170,558
Materials and Services	4,879,442	(250,000)	1	4,629,442
Capital Outlay	50,000	-		50,000
Transfers	-	-		-
TOTAL	5,850,000	-		5,850,000

Explanation:

1) To realign appropriations for the settlement of collective bargaining and retro payments

Action-1
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
FY 2025-26
CEMEKETA COOPERATIVE REGIONAL LIBRARY SERVICE FUND

Through June 30, 2026

	<u>Adopted 6/18/2025</u>	<u>Transfer Requested 6/10/2026</u>		<u>Adjusted Budget 6/10/2026</u>
Personnel Services	1,210,382	250,000	1	1,460,382
Materials and Services	3,313,666	250,000	2	3,563,666
Capital Outlay	40,000	-		40,000
Transfers	90,000	-		90,000
Contingency	587,949	(500,000)	1,2	87,949
 TOTAL	 5,241,997	 -		 5,241,997

Explanation:

- 1) To realign appropriations for the settlement of collective bargaining and retro payments
- 2) To realign appropriation with expected M&S expenditures

Action-1
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
FY 2025-26
GRANTS & CONTRACTS FUND

Through June 30, 2026

	Adopted 6/18/2025	Transfer Requested 8/27/2025	Adjusted Budget 8/27/2025	Transfer Requested 6/10/2026		Adjusted Budget 6/10/2026
Personnel Services	6,550,000	-	6,550,000	750,000	1	7,300,000
Materials and Services	10,000,000	(4,000,000)	6,000,000	1,750,000	2,3	7,750,000
Capital Outlay	2,000,000	4,000,000	6,000,000	(1,000,000)	1,2,4	5,000,000
TOTAL	18,550,000	-	18,550,000	1,500,000		20,050,000

Explanation:

- 1) To realign appropriations for the settlement of collective bargaining and retro payments
- 2) To realign appropriation between Capital and M&S categories
- 3) To transfer \$750,000 in appropriation from the Self-Supporting Services Fund
- 4) To transfer \$750,000 in appropriation from the Self-Supporting Services Fund

Action-1
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
FY 2025-26
INTRA-COLLEGE SERVICES FUND

Through June 30, 2026

	<u>Adopted 6/18/2025</u>	<u>Transfer Requested 6/10/2026</u>		<u>Adjusted Budget 6/10/2026</u>
Personnel Services	1,525,000	100,000	1	1,625,000
Materials and Services	5,195,000	(100,000)	1	5,095,000
Capital Outlay	500,000	-		500,000
Transfers	700,000	-		700,000
TOTAL	7,920,000	-		7,920,000

Explanation:

- 1) To realign appropriations for the settlement of collective bargaining and retro payments

Action-1
June 1, 2026

CHEMEKETA COMMUNITY COLLEGE
FY 2025-26
LEASED PROPERTIES FUND

Through June 30, 2026

	<u>Adopted 6/18/2025</u>	<u>Transfer Requested 6/10/2026</u>		<u>Adjusted Budget 6/10/2026</u>
Personnel Services	285,000	-		285,000
Materials and Services	2,000,000	500,000	1	2,500,000
Capital Outlay	5,415,000	500,000	1	5,915,000
Transfers	1,800,000	-		1,800,000
TOTAL	9,500,000	1,000,000		10,500,000

Explanation:

- 1) To transfer appropriation from the Self-Supporting Services Fund for tenant improvement projects

Action-1
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
FY 2025-26
MAJOR MAINTENANCE FUND

Through June 30, 2026

	<u>Adopted 6/18/2025</u>	<u>Transfer Requested 6/10/2026</u>		<u>Adjusted Budget 6/10/2026</u>
Personnel Services	150,000	-		150,000
Materials and Services	6,000,000	500,000	1	6,500,000
Capital Outlay	14,675,000	250,000	1	14,925,000
Transfers	100,000	-		100,000
Contingency	750,000	(750,000)	1	-
TOTAL	21,675,000	-		21,675,000

Explanation:

1) To increase appropriations for M&S and Capital Outlay for bond related projects

Action-1
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
FY 2025-26
SELF-SUPPORTING SERVICES FUND

Through June 30, 2026

	<u>Adopted 6/18/2025</u>	<u>Transfer Requested 6/10/2026</u>		<u>Adjusted Budget 6/10/2026</u>
Personnel Services	10,640,000	2,500,000	1	13,140,000
Materials and Services	15,255,000	(5,000,000)	1,2,3	10,255,000
Capital Outlay	1,500,000	-		1,500,000
Transfers	480,000	2,500,000	2,3	2,980,000
TOTAL	27,875,000	-		27,875,000

Explanation:

- 1) To realign appropriations for the settlement of collective bargaining and retro payments
- 2) To transfer \$1.5 million appropriation to the Grants & Contracts Fund
- 3) To transfer \$1 million appropriation to the Leased Properties Fund

Action-1
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
FY 2025-26
UNIVERSAL FEE FUND

Through June 30, 2026

	<u>Adopted</u> <u>6/18/2025</u>	<u>Transfer</u> <u>Requested</u> <u>6/10/2026</u>		<u>Adjusted</u> <u>Budget</u> <u>6/10/2026</u>
Personnel	1,395,000	500,000	1	1,895,000
Materials & Services	11,700,000	(500,000)	1	11,200,000
Capital Outlay	2,305,000	-		2,305,000
Transfers Out	100,000	-		100,000
TOTAL	15,500,000	-		15,500,000

Explanation:

- 1) To realign appropriations for the settlement of collective bargaining and retro payments

Action-2
June 10, 2026

**APPROVAL OF LAY REPRESENTATIVE FOR THE CHEMEKETA COOPERATIVE
REGIONAL LIBRARY SERVICE (CCRLS) ADVISORY COUNCIL
[25-26-162]**

Prepared by

Doug Yancey, Director—Chemeketa Cooperative Regional Library Service
Manuel Guerra, Executive Dean—Student Affairs
David Hallett, Vice President—Academic and Student Affairs

The bylaws of the CCRLS Advisory Council require board approval of lay council members nominated by the full council. The council recommends that the College Board of Education approve Julia Kightly as the *Yamhill County Lay Representative* for a first term, starting on July 1, 2026, expiring June 30, 2029.

Action-3
June 10, 2026

**APPROVAL OF COLLEGE POLICY: ADMINISTRATIVE SERIES (2000)—
POLICY #2251, ALCOHOLIC BEVERAGES
[25-26-163]**

Prepared by

Kara Parker, General Counsel
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer
Alice Sprague, Vice President—Governance and Administration

ALCOHOLIC BEVERAGES—POLICY 2251

The college is putting forth a brand-new policy that empowers the President/Chief Executive Officer to enact procedures related to the serving of alcoholic beverages on campus (and off campus at college-sponsored events). The College has an existing policy about drugs/ alcohol, but it does not currently have a policy that accomplishes our goal, which is to enable the President to make procedures related to alcoholic beverage service. Alcoholic beverages shall not be served on college property or at college-sponsored events except in accordance with those procedures. Policy #2251, Alcoholic Beverages, has all new language, so the title and text are all underlined.

It is recommended that the College Board of Education approve Policy #2251, Alcoholic Beverages.



Administrative Series (2000)

Policy #2251

ALCOHOLIC BEVERAGES

The President/Chief Executive Officer is authorized to enact procedures as appropriate and permitted by law regarding service of alcoholic beverages on College-owned/controlled property, at College-sponsored events not on College-owned/controlled property, or at fundraising events held to benefit the College's Foundation. Alcoholic beverages shall not be served on College property or at College-sponsored events except in accordance with those procedures.

Adopted College Board of Education

Revised College Board of Education

References:
34 C.F.R. §668.46(b)
ORS 471.105
College Procedure #2251 PRO

Action-4
June 10, 2026

**APPROVAL OF SUSPENSION OF MIG WELDING CERTIFICATE OF COMPLETION
[25-26-164]**

Prepared by

Mike Myers, Program Chair—Welding Technology
Larry Cheyne, Dean—Applied Technologies
Francisco Saldivar, Executive Dean—Career and Technical Education
David Hallett, Vice President—Academic and Student Affairs

The Welding program at Chemeketa Community College is suspending the MIG Welding Certificate of Completion. A change in the department's blueprint course resulted in the overall credits required for the certificate dropping below the threshold that is allowed by state of Oregon standards. The certificate will be evaluated by the advisory committee and program for a refresh and reinstatement in 2027–2028.

No students are currently enrolled in the MIG Welding certificate; Students are either enrolled in the Welding Technology Associate of Applied Science degree or the one-year Welding Technology Certificate of Completion. This change does not impact completion or American Welding Society certification testing.

It is recommended that the College Board of Education approve the suspension of the MIG Welding Certificate of Completion.

**APPROVAL OF COLLEGE POLICIES: EDUCATIONAL SERIES (4000)—
POLICY #4015, CLASS LIST AND REGISTRATION; POLICY #4065, ARTICULATION AND
TRANSFER AGREEMENTS; POLICY #4075, CREDIT HOUR; POLICY #4080, TRANSFER
OF PREVIOUS CREDIT AND ~~ALTERNATIVE APPROACHES TO COLLEGE CREDIT~~
CREDIT FOR PRIOR LEARNING; POLICY #4210, USE OF COPYRIGHT MATERIALS;
POLICY #4320, STANDARDS FOR INSTRUCTIONAL QUALIFICATIONS; AND POLICY
#4330, GENERATIVE ARTIFICIAL INTELLIGENCE INSTRUCTIONAL POLICY
[25-26-165]**

Prepared by

David Hallett, Vice President—Academic and Student Affairs

The Academic Standards Advisory Council (ASAC) reviews Education Program policies on a three-year cycle. The policies below have been reviewed to date. New language is underlined and any former language has been stricken with lines through the text.

CLASS LIST AND REGISTRATION—POLICY #4015

This policy was last reviewed by the board in June 2022. The proposed revision reflects the new name of the Community College and Workforce Development handbook.

ARTICULATION AND TRANSFER AGREEMENTS—POLICY #4065

This policy was adopted by the board in November 2023. There are no proposed changes at this time.

CREDIT HOUR—POLICY #4075

This policy was last reviewed by the board in November 2023. The proposed revision reflects the new name of the Community College and Workforce Development handbook.

**TRANSFER OF PREVIOUS CREDIT AND ~~ALTERNATIVE APPROACHES TO COLLEGE CREDIT~~
CREDIT FOR PRIOR LEARNING—POLICY #4080**

This policy was last reviewed by the board in June 2022. The proposed revisions provide the information in a more concise format and align with new state standards published in 2024.

USE OF COPYRIGHT MATERIALS—POLICY #4210

This policy was last reviewed by the board in June 2022. The proposed revisions align with federal and state regulation language.

STANDARDS FOR INSTRUCTIONAL QUALIFICATIONS—POLICY #4320

This policy was last reviewed by the board in June 2022. There are no proposed changes at this time.

Action-5
June 10, 2026

GENERATIVE ARTIFICIAL INTELLIGENCE INSTRUCTIONAL POLICY—POLICY #4330

This policy was adopted by the board in July 2024. The proposed revisions acknowledge that Artificial Intelligence has different implications, opportunities and integration for different disciplines.

It is recommended that the College Board of Education approval the above-mentioned policies.

Action-5
June 10, 2026



Educational Series (4000)

Policy #4015

Class List and Registration

Students must be officially registered through the College's registration system by established deadlines. Instructors must ensure the accuracy of the class list for any courses for which they are the primary instructor of record. Students who do not attend class or make contact with the instructor by the established deadlines must be dropped from the course by the instructor.

March 18, 2020

Adopted College Board of Education

June 15, 2022

Revised College Board of Education

References:

Oregon Community Colleges Handbook & Planning Guide (CCWD)
Oregon Community College Policy and Process Book (4.9.25 edition)
NWCCU Standards 1.C.4, 1.D.1
ORS 341.290
ORS341.465



Educational Series (4000)

Policy #4065

Articulation and Transfer Agreements

The College, in collaboration with faculty and the academic disciplines and programs, may establish procedures that assure appropriate articulation and transfer of educational programs and courses with higher education institutions and high schools that serve students who reside in our district.

The procedures may also support articulation with institutions, including other community colleges and those that are not geographically proximate but that are appropriate and beneficial to the College's students.

November 15, 2023

Adopted College Board of Education

Revised College Board of Education

References:
NWCCU Standard Revised 5/20, 10/21
NWCCU Standards 1.C.8, and 2.C.1
ORS 341.290
ORS 341.315



Educational Series (4000)

Policy #4075

Credit Hour

Credit-bearing courses, regardless of course delivery format, are scheduled and conducted in compliance with federal¹ and state² regulations defining the credit hour.

The college establishes procedures which prescribe the definition of credit hour or clock hour consistent with applicable federal and state regulations.

The college establishes procedures to assure that curriculum complies with the definition of credit hour or clock hour, where applicable.

May 15, 2013

Adopted College Board of Education

June 20, 2018; November 15, 2023

Revised College Board of Education

References:

¹ 75FR66845

² Oregon Community College Policy and Process Book (4.9.25 edition)

OAR 589-006-0050 (18)

NWCCU Standard 1.C.3



Educational Series (4000)

Policy #4080

Transfer of Previous Credit and ~~Alternate Approaches to College Credit~~ Credit for Prior Learning

Chemeketa Community College ~~will evaluate credits from other regionally accredited colleges or universities to be applied toward Chemeketa certificate or degree requirements. Other approaches to college credit include several types of Credit for Prior Learning (CPL); these are accepted according to the Oregon Credit for Prior Learning Standards set by the Higher Education Coordinating Commission~~ is committed to providing equitable opportunities for all learners and recognizes that college-level learning occurs in a variety of settings. Credit may be awarded for college-level learning or knowledge that can be demonstrated or documented. The college accepts credits from other regionally accredited colleges or universities to be applied toward Chemeketa certificate or degree requirements. Additionally, the college offers multiple pathways to earn Credit for Prior Learning (CPL). All transfer credit and CPL is awarded in accordance with state and accreditation guidelines.¹

In alignment with state standards, fees for CPL are transparent, accessible, and based on the services provided in the evaluation process, rather than the number of credits awarded.

Graduation Services, in partnership with academic subject ~~areas~~ matter experts, is responsible for determining official acceptance of transfer work or CPL to meet college requirements. ~~Certain evaluation processes may have additional processing fees.~~

Transcript Notations

Accepted transfer credits, ~~accelerated learning~~ and CPL will be included in a separate notation on a Chemeketa student transcript. The number of credit hours accepted is recorded; however, the grades from other institutions are not recorded. ~~The, and the~~ transfer credit grade point average (GPA) is not included in the student's overall Chemeketa GPA.

Transfer and CPL credit ~~accepted by Chemeketa~~ will be listed on the student transcript with the heading "TRANSFER CREDIT AND OTHER CHEMEKETA CREDIT." Each type of credit awarded will include a unique header that clearly notes the institution name and/or the type of credit (~~e.g. Prior Learning/Certification, Advanced Placement, CLEP, etc.~~) and equivalent credit hours ~~will be shown.~~

Reference:

¹2024 Oregon Credit for Prior Learning Guidelines

Educational Series (4000)

Transfer of Previous Credit and ~~Alternate Approaches to College Credit~~ Credit for Prior Learning (continued)

Transcript Grade Legend

Grade (GRD)	Header Title	GPA
EC*	Credit by Exam	0.0
MI	Military	0.0
PB	Proficiency/Assessment Based	0.0
PL	Prior Learning	0.0
T	Transfer C or better	0.0
TD	Transfer D	0.0

*Grades are assigned to challenge exams. ~~Courses~~ and are noted on a transcript with a course number ending in CE. A grade will be assigned to the prior learning portfolio course, PLP 121.

July 17, 1985

Adopted College Board of Education

July 25, 1985; May 17, 2006; April 15, 2015;

July 24, 2019; June 15, 2022

Revised College Board of Education

References:

NWCCU – Transfer and Award of Academic Credit Policy

NWCCU - Standards



Educational Series (4000)

Policy #4210

Use of Copyright Materials

A copyright is a property right granted by federal statute to the author or originator of ~~an literary or artistic product~~ original work of authorship fixed in any tangible medium of expression. Use of copyright materials by Chemeketa Community College employees shall be in accordance with state and federal statutes.

July 17, 1985

Adopted College Board of Education

May 17, 2006; May 18, 2016; June 15, 2022

Revised College Board of Education

References:

Copyright Act of 1976, 17 USC Sections 101 et seq.
Digital Millennium Copyright Act of 1998 (DMCA).
ORS 359.010 to 359.137



Educational Series (4000)

Policy #4320

Standards for Instructional Qualifications

Minimum instructional qualifications are determined by Oregon Administrative Rules. The College may adjust requirements, in accordance with Oregon Administrative Rules, and with consideration for equal employment opportunity, the College's affirmative action plan, and advancing equitable access and student success based on recommendations of department faculty and deans with approval by the chief academic officer or designee.

March 18, 2015

Adopted College Board of Education

June 15, 2022

Revised College Board of Education

Reference:
OAR 589-008-0100

Educational Series (4000)

Policy #4330

Generative Artificial Intelligence Instructional Policy

Purpose

Chemeketa Community College recognizes the relevancy of applications driven by generative artificial intelligence (GenAI) for curricular and instructional purposes. Students will be expected to understand and use these applications effectively, critically, and ethically throughout their educational and professional careers. Thus, ~~it will be crucial for faculty to responsibly incorporate such tools into the curriculum while also becoming proficient in their use~~ faculty should become knowledgeable in the use, scale, and scope of such tools applicable to their discipline. Faculty should likewise evaluate their curricula to identify opportunities for responsible integration into instruction. ~~Further~~ Lastly, these content-generating tools may offer opportunities to streamline work functions and increase efficiency. However, the College must balance the potential benefits of these tools with the associated risks. This policy is intended to assist faculty and staff in understanding the acceptable use of GenAI in order to protect confidential or sensitive information, academic integrity, intellectual property rights, and our commitment to equity. It ensures that GenAI technologies are utilized in a manner that aligns with our institution's values, safeguards the well-being of our students, faculty, and staff, and enriches the teaching and learning experience.

Scope

This policy applies to the use of any third-party or publicly available GenAI tools or similar applications that mimic human intelligence to generate answers, work products, or perform certain tasks. It is important to understand that many GenAI tools produce "hallucinations," fabricated answers, or incorrect information, and therefore responses must always be carefully verified. Responses may also reflect biases, given the presence of bias within the training data used to develop the applications. Finally, information inputted into the system's knowledge base can be used as material that is returned in subsequent queries, thus any confidential, sensitive, or copyrighted information inputted can be disclosed to other users. Regular ethical reviews may be advised regarding the use of GenAI.

Following are examples of prohibited conduct when using GenAI by faculty and instructional staff:

- Wholly replacing instructor judgment when evaluating student performance on high-stakes assessments that largely determine course grades
- Wholly replacing instructor presence (interactions, explanations, feedback) in online components of courses offered via distance education modalities

Educational Series (4000)

Generative Artificial Intelligence Instructional Policy

- Unauthorized uploading or inputting any confidential, personally identifiable, or Chemeketa-specific information; examples include non-public Chemeketa information, protected health information, personnel material, employee or student names and personal information, information from confidential documents, or other similar information
- Uploading the intellectual property of others without permission
- Misrepresenting work substantially created by a GenAI tool as one's own original work without citation

Following are examples of allowable conduct when using GenAI by faculty and instructional staff:

- Developing or refining course activities, assignments, assessments, and written communications
- Incorporating and demonstrating applications appropriate to the discipline or subject matter
- Uploading or inputting public information, general work-related queries, or data not otherwise considered sensitive or confidential
- Including citations documenting how one's work product was developed with the assistance of GenAI tools
- Using authorized tools adopted by the college

The college may provide sanctioned and protected versions of GenAI in which exceptions to policy may be made. This policy will undergo periodic review to accommodate advancements in GenAI technology and address any emerging, ethical, or technological concerns.

Violations of this policy may result in disciplinary action, up to and including termination, and could result in legal action.

July 17, 2024

Adopted College Board of Education

Revised College Board of Education

**APPROVAL OF CLASSIFIED; EXEMPT; FULL-TIME FACULTY; PART-TIME
(ADJUNCT) BARGAINING FACULTY; PART-TIME (ADJUNCT) NON-BARGAINING
NON-CREDIT FACULTY; PART-TIME HOURLY; AND STUDENT
SALARY SCHEDULES FOR 2026–2027
[25-26-166]**

Prepared by

Courtney Saldivar, Associate Vice President—Human Resources
Alice Sprague, Vice President—Governance and Administration

CLASSIFIED

Attached is the 2026–2027 salary table for classified employees. Based upon the Consumer Price Index for All Urban Consumers (CPI-U) as of March 2026, the salary table reflects a 3.3 percent salary table adjustment to all steps. Eligible employees will receive step increases as agreed in the contract.

Effective: July 1, 2026

EXEMPT

Attached is the 2026–2027 salary table for exempt employees. Based upon the CPI-U as of March 2026, the salary table reflects a 3.3 percent salary table adjustment to all steps. Eligible employees will receive step increases in alignment with the Administrative Handbook for Exempt Employees.

Effective: July 1, 2026

FULL-TIME FACULTY

Attached is the 2026–2027 salary table for full-time faculty. Based upon the CPI-U as of March 2026, the salary table reflects a 3.3 percent salary table adjustment to all steps. Eligible employees will receive step increases as agreed in the contract.

Effective: July 1, 2026

PART-TIME (ADJUNCT) BARGAINING FACULTY

Attached is the 2026–2027 salary table for part-time (adjunct) bargaining faculty. The part-time faculty schedule is indexed at 71 percent of the 172-day full time faculty schedule. Eligible employees will receive step increases.

Effective: July 1, 2026

PART-TIME (ADJUNCT) NON-BARGAINING NON-CREDIT FACULTY

Attached is the 2026–2027 salary table for part-time non-bargaining non-credit faculty. The salary table reflects a 3.3 percent salary table adjustment to all steps.

Effective: July 1, 2026

Action-6
June 10, 2026

PART-TIME HOURLY

Attached is the 2026–2027 salary table for part-time hourly employees. Based upon the Consumer Price Index for All Urban Consumers (CPI-U) as of March 2026, the salary table reflects a 3.3 percent salary table adjustment to all steps. Eligible employees will receive step increases.

Effective: July 1, 2026

STUDENT

Attached is the 2026–2027 salary table for student employees. Based upon the Consumer Price Index for All Urban Consumers (CPI-U) as of March 2026, the salary table reflects a 3.3 percent salary table adjustment to all steps. Eligible employees will receive step increases.

Effective: July 1, 2026

It is recommended that the College Board of Education approve the 2026–2027 Classified, Exempt, Full-Time Faculty, Part-Time (Adjunct) Bargaining Faculty, Part-Time (Adjunct) Non-Bargaining Non-Credit Faculty, Part-Time Hourly, and Student salary tables to become effective July 1, 2026.

CCA Salary Schedule
 \$20.60/hr starting wage
 Effective 7/1/2026

		Date	State	Region
Minimum wage	\$ 15.55	7/1/2026	Oregon	Standard
Grade Progression	1.044			
Step Progression	1.044			
SSA	1.033			

Annual Structure (based on 2080 hours per year) - Effective July 1, 2025 thru June 30, 2026

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Grade	Spread	Grade Min	Grade Max
1	\$ 33,797	\$ 35,285	\$ 36,836	\$ 38,457	\$ 40,150	\$ 41,917	\$ 43,760	\$ 45,686	\$ 47,696	\$ 49,794	\$ 51,985	1	54%	\$ 33,797	\$ 51,985
2	\$ 35,285	\$ 36,836	\$ 38,457	\$ 40,150	\$ 41,917	\$ 43,760	\$ 45,686	\$ 47,696	\$ 49,794	\$ 51,985	\$ 54,273	2	54%	\$ 35,285	\$ 54,273
3	\$ 36,836	\$ 38,457	\$ 40,150	\$ 41,917	\$ 43,760	\$ 45,686	\$ 47,696	\$ 49,794	\$ 51,985	\$ 54,273	\$ 56,661	3	54%	\$ 36,836	\$ 56,661
4	\$ 38,457	\$ 40,150	\$ 41,917	\$ 43,760	\$ 45,686	\$ 47,696	\$ 49,794	\$ 51,985	\$ 54,273	\$ 56,661	\$ 59,154	4	54%	\$ 38,457	\$ 59,154
5	\$ 40,150	\$ 41,917	\$ 43,760	\$ 45,686	\$ 47,696	\$ 49,794	\$ 51,985	\$ 54,273	\$ 56,661	\$ 59,154	\$ 61,756	5	54%	\$ 40,150	\$ 61,756
6	\$ 41,917	\$ 43,760	\$ 45,686	\$ 47,696	\$ 49,794	\$ 51,985	\$ 54,273	\$ 56,661	\$ 59,154	\$ 61,756	\$ 64,474	6	54%	\$ 41,917	\$ 64,474
7	\$ 43,760	\$ 45,686	\$ 47,696	\$ 49,794	\$ 51,985	\$ 54,273	\$ 56,661	\$ 59,154	\$ 61,756	\$ 64,474	\$ 67,311	7	54%	\$ 43,760	\$ 67,311
8	\$ 45,686	\$ 47,696	\$ 49,794	\$ 51,985	\$ 54,273	\$ 56,661	\$ 59,154	\$ 61,756	\$ 64,474	\$ 67,311	\$ 70,272	8	54%	\$ 45,686	\$ 70,272
9	\$ 47,696	\$ 49,794	\$ 51,985	\$ 54,273	\$ 56,661	\$ 59,154	\$ 61,756	\$ 64,474	\$ 67,311	\$ 70,272	\$ 73,364	9	54%	\$ 47,696	\$ 73,364
10	\$ 49,794	\$ 51,985	\$ 54,273	\$ 56,661	\$ 59,154	\$ 61,756	\$ 64,474	\$ 67,311	\$ 70,272	\$ 73,364	\$ 76,592	10	54%	\$ 49,794	\$ 76,592
11	\$ 51,985	\$ 54,273	\$ 56,661	\$ 59,154	\$ 61,756	\$ 64,474	\$ 67,311	\$ 70,272	\$ 73,364	\$ 76,592	\$ 79,963	11	54%	\$ 51,985	\$ 79,963
12	\$ 54,273	\$ 56,661	\$ 59,154	\$ 61,756	\$ 64,474	\$ 67,311	\$ 70,272	\$ 73,364	\$ 76,592	\$ 79,963	\$ 83,481	12	54%	\$ 54,273	\$ 83,481
13	\$ 56,661	\$ 59,154	\$ 61,756	\$ 64,474	\$ 67,311	\$ 70,272	\$ 73,364	\$ 76,592	\$ 79,963	\$ 83,481	\$ 87,154	13	54%	\$ 56,661	\$ 87,154
14	\$ 59,154	\$ 61,756	\$ 64,474	\$ 67,311	\$ 70,272	\$ 73,364	\$ 76,592	\$ 79,963	\$ 83,481	\$ 87,154	\$ 90,989	14	54%	\$ 59,154	\$ 90,989
15	\$ 61,756	\$ 64,474	\$ 67,311	\$ 70,272	\$ 73,364	\$ 76,592	\$ 79,963	\$ 83,481	\$ 87,154	\$ 90,989	\$ 94,992	15	54%	\$ 61,756	\$ 94,992
16	\$ 64,474	\$ 67,311	\$ 70,272	\$ 73,364	\$ 76,592	\$ 79,963	\$ 83,481	\$ 87,154	\$ 90,989	\$ 94,992	\$ 99,172	16	54%	\$ 64,474	\$ 99,172
17	\$ 67,311	\$ 70,272	\$ 73,364	\$ 76,592	\$ 79,963	\$ 83,481	\$ 87,154	\$ 90,989	\$ 94,992	\$ 99,172	\$ 103,535	17	54%	\$ 67,311	\$ 103,535
18	\$ 70,272	\$ 73,364	\$ 76,592	\$ 79,963	\$ 83,481	\$ 87,154	\$ 90,989	\$ 94,992	\$ 99,172	\$ 103,535	\$ 108,091	18	54%	\$ 70,272	\$ 108,091
19	\$ 73,364	\$ 76,592	\$ 79,963	\$ 83,481	\$ 87,154	\$ 90,989	\$ 94,992	\$ 99,172	\$ 103,535	\$ 108,091	\$ 112,847	19	54%	\$ 73,364	\$ 112,847
20	\$ 76,592	\$ 79,963	\$ 83,481	\$ 87,154	\$ 90,989	\$ 94,992	\$ 99,172	\$ 103,535	\$ 108,091	\$ 112,847	\$ 117,812	20	54%	\$ 76,592	\$ 117,812
21	\$ 79,963	\$ 83,481	\$ 87,154	\$ 90,989	\$ 94,992	\$ 99,172	\$ 103,535	\$ 108,091	\$ 112,847	\$ 117,812	\$ 122,996	21	54%	\$ 79,963	\$ 122,996
22	\$ 83,481	\$ 87,154	\$ 90,989	\$ 94,992	\$ 99,172	\$ 103,535	\$ 108,091	\$ 112,847	\$ 117,812	\$ 122,996	\$ 128,408	22	54%	\$ 83,481	\$ 128,408
23	\$ 87,154	\$ 90,989	\$ 94,992	\$ 99,172	\$ 103,535	\$ 108,091	\$ 112,847	\$ 117,812	\$ 122,996	\$ 128,408	\$ 134,058	23	54%	\$ 87,154	\$ 134,058
24	\$ 90,989	\$ 94,992	\$ 99,172	\$ 103,535	\$ 108,091	\$ 112,847	\$ 117,812	\$ 122,996	\$ 128,408	\$ 134,058	\$ 139,957	24	54%	\$ 90,989	\$ 139,957
25	\$ 94,992	\$ 99,172	\$ 103,535	\$ 108,091	\$ 112,847	\$ 117,812	\$ 122,996	\$ 128,408	\$ 134,058	\$ 139,957	\$ 146,114	25	54%	\$ 94,992	\$ 146,114
26	\$ 99,172	\$ 103,535	\$ 108,091	\$ 112,847	\$ 117,812	\$ 122,996	\$ 128,408	\$ 134,058	\$ 139,957	\$ 146,114	\$ 152,544	26	54%	\$ 99,172	\$ 152,544
27	\$ 103,535	\$ 108,091	\$ 112,847	\$ 117,812	\$ 122,996	\$ 128,408	\$ 134,058	\$ 139,957	\$ 146,114	\$ 152,544	\$ 159,255	27	54%	\$ 103,535	\$ 159,255
28	\$ 108,091	\$ 112,847	\$ 117,812	\$ 122,996	\$ 128,408	\$ 134,058	\$ 139,957	\$ 146,114	\$ 152,544	\$ 159,255	\$ 166,262	28	54%	\$ 108,091	\$ 166,262
29	\$ 112,847	\$ 117,812	\$ 122,996	\$ 128,408	\$ 134,058	\$ 139,957	\$ 146,114	\$ 152,544	\$ 159,255	\$ 166,262	\$ 173,578	29	54%	\$ 112,847	\$ 173,578
30	\$ 117,812	\$ 122,996	\$ 128,408	\$ 134,058	\$ 139,957	\$ 146,114	\$ 152,544	\$ 159,255	\$ 166,262	\$ 173,578	\$ 181,216	30	54%	\$ 117,812	\$ 181,216
31	\$ 122,996	\$ 128,408	\$ 134,058	\$ 139,957	\$ 146,114	\$ 152,544	\$ 159,255	\$ 166,262	\$ 173,578	\$ 181,216	\$ 189,188	31	54%	\$ 122,996	\$ 189,188
32	\$ 128,408	\$ 134,058	\$ 139,957	\$ 146,114	\$ 152,544	\$ 159,255	\$ 166,262	\$ 173,578	\$ 181,216	\$ 189,188	\$ 197,513	32	54%	\$ 128,408	\$ 197,513

*Grey cells are below the \$20.60/hr starting wage

**CHEMEKETA COMMUNITY COLLEGE
EXEMPT SALARY SCHEDULE
EFFECTIVE JULY 1, 2026**

RANGE	STEP 1			STEP 2			STEP 3			STEP 4			STEP 5			RANGE
	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	
B-2	44,019	3,668.25	21.16	45,890	3,824.17	22.06	47,837	3,986.42	23.00	49,894	4,157.83	23.99	51,952	4,329.33	24.98	B-2
B-3	52,832	4,402.67	25.40	55,126	4,593.83	26.50	57,530	4,794.17	27.66	59,997	4,999.75	28.85	62,637	5,219.75	30.11	B-3
B-4	55,993	4,666.08	26.92	58,460	4,871.67	28.11	61,100	5,091.67	29.38	63,815	5,317.92	30.68	66,691	5,557.58	32.06	B-4
C-1	66,902	5,575.17	32.17	70,013	5,834.42	33.66	73,434	6,119.50	35.31	76,967	6,413.92	37.00	80,636	6,719.67	38.77	C-1
C-2	70,992	5,916.00	34.13	74,476	6,206.33	35.81	78,145	6,512.08	37.57	81,926	6,827.17	39.39	85,979	7,164.92	41.34	C-2
C-3	73,856	6,154.67	35.51	77,488	6,457.33	37.25	81,244	6,770.33	39.06	85,223	7,101.92	40.97	89,462	7,455.17	43.01	C-3
C-4	89,029	7,419.08	42.80	93,342	7,778.50	44.88	97,706	8,142.17	46.97	102,007	8,500.58	49.04	106,346	8,862.17	51.13	C-4
D-1	92,574	7,714.50	44.51	97,074	8,089.50	46.67	101,598	8,466.50	48.85	106,085	8,840.42	51.00	110,598	9,216.50	53.17	D-1
D-2	96,280	8,023.33	46.29	100,966	8,413.83	48.54	105,627	8,802.25	50.78	110,350	9,195.83	53.05	115,035	9,586.25	55.31	D-2
D-3	100,148	8,345.67	48.15	104,970	8,747.50	50.47	109,879	9,156.58	52.83	114,725	9,560.42	55.16	119,622	9,968.50	57.51	D-3
D-4	103,148	8,595.67	49.59	108,143	9,011.92	51.99	113,201	9,433.42	54.42	118,159	9,846.58	56.81	123,192	10,266.00	59.23	D-4
D-5	105,193	8,766.08	50.57	110,313	9,192.75	53.04	115,432	9,619.33	55.50	120,564	10,047.00	57.96	125,696	10,474.67	60.43	D-5
E-1	126,886	10,573.83	61.00	E-1												
E-2	139,567	11,630.58	67.10	E-2												

RANGE	STEP 6			STEP 7			STEP 8			STEP 9			STEP 10			STEP 11			RANGE
	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	ANNL.	MO.	HRLY.	
B-2	54,221	4,518.42	26.07	56,452	4,704.33	27.14	58,956	4,913.00	28.34	61,435	5,119.58	29.54	64,001	5,333.42	30.77	66,914	5,576.17	32.17	B-2
B-3	65,402	5,450.17	31.44	68,216	5,684.67	32.80	71,203	5,933.58	34.23	74,240	6,186.67	35.69	77,426	6,452.17	37.22	80,922	6,743.50	38.91	B-3
B-4	69,691	5,807.58	33.51	72,765	6,063.75	34.98	76,100	6,341.67	36.59	79,310	6,609.17	38.13	82,682	6,890.17	39.75	86,413	7,201.08	41.55	B-4
C-1	84,541	7,045.08	40.65	88,607	7,383.92	42.60	92,859	7,738.25	44.64	96,776	8,064.67	46.53	100,879	8,406.58	48.50	105,441	8,786.75	50.69	C-1
C-2	90,268	7,522.33	43.40	94,644	7,887.00	45.50	99,330	8,277.50	47.76	103,544	8,628.67	49.78	107,932	8,994.33	51.89	112,804	9,400.33	54.23	C-2
C-3	93,863	7,821.92	45.13	98,400	8,200.00	47.31	103,309	8,609.08	49.67	107,734	8,977.83	51.80	112,259	9,354.92	53.97	117,316	9,776.33	56.40	C-3
C-4	110,908	9,242.33	53.32	115,556	9,629.67	55.56	120,775	10,064.58	58.07	125,014	10,417.83	60.10	127,543	10,628.58	61.32	130,059	10,838.25	62.53	C-4
D-1	115,308	9,609.00	55.44	120,217	10,018.08	57.80	125,609	10,467.42	60.39	130,010	10,834.17	62.51	132,625	11,052.08	63.76	135,278	11,273.17	65.04	D-1
D-2	119,907	9,992.25	57.65	125,014	10,417.83	60.10	130,630	10,885.83	62.80	135,216	11,268.00	65.01	137,931	11,494.25	66.31	140,670	11,722.50	67.63	D-2
D-3	124,692	10,391.00	59.95	130,010	10,834.17	62.51	135,836	11,319.67	65.31	140,596	11,716.33	67.60	143,397	11,949.75	68.94	146,298	12,191.50	70.34	D-3
D-4	128,448	10,704.00	61.76	133,927	11,160.58	64.39	139,927	11,660.58	67.27	144,848	12,070.67	69.64	147,724	12,310.33	71.02	150,711	12,559.25	72.46	D-4
D-5	131,014	10,917.83	62.99	136,542	11,378.50	65.65	142,691	11,890.92	68.60	147,711	12,309.25	71.02	150,699	12,558.25	72.45	153,711	12,809.25	73.90	D-5

* Monthly/Hourly rates are rounded to the nearest penny

CHEMEKETA COMMUNITY COLLEGE
2026-2027 SALARIED FACULTY SALARY SCHEDULE
Effective JULY 1, 2026

STEP	172 DAYS			192 DAYS			222 DAYS		
	ANNUAL	MONTHLY	DAILY	ANNUAL	MONTHLY	DAILY	ANNUAL	MONTHLY	DAILY
18 (effective 7/1/2026)	\$127,600	\$10,633.33	\$741.86	\$142,438	\$11,869.83	\$741.86	\$164,693	\$13,724.42	\$741.86
17 (effective 7/1/2025)	\$121,523	\$10,126.92	\$706.52	\$135,653	\$11,304.42	\$706.52	\$156,848	\$13,070.67	\$706.52
16 (effective 7/1/2024)	\$115,734	\$9,644.50	\$672.87	\$129,192	\$10,766.00	\$672.87	\$149,377	\$12,448.08	\$672.87
15	\$110,223	\$9,185.25	\$640.82	\$123,039	\$10,253.25	\$640.82	\$142,263	\$11,855.25	\$640.82
14	\$104,976	\$8,748.00	\$610.32	\$117,182	\$9,765.17	\$610.32	\$135,492	\$11,291.00	\$610.32
13	\$99,974	\$8,331.17	\$581.24	\$111,599	\$9,299.92	\$581.24	\$129,036	\$10,753.00	\$581.24
12	\$95,974	\$7,997.83	\$557.99	\$107,134	\$8,927.83	\$557.99	\$123,874	\$10,322.83	\$557.99
11	\$92,137	\$7,678.08	\$535.67	\$102,850	\$8,570.83	\$535.67	\$118,920	\$9,910.00	\$535.67
10	\$88,450	\$7,370.83	\$514.24	\$98,735	\$8,227.92	\$514.24	\$114,161	\$9,513.42	\$514.24
9	\$84,912	\$7,076.00	\$493.67	\$94,785	\$7,898.75	\$493.67	\$109,596	\$9,133.00	\$493.67
8	\$81,517	\$6,793.08	\$473.93	\$90,995	\$7,582.92	\$473.93	\$105,214	\$8,767.83	\$473.93
7	\$78,259	\$6,521.58	\$454.98	\$87,358	\$7,279.83	\$454.98	\$101,007	\$8,417.25	\$454.98
6	\$75,126	\$6,260.50	\$436.77	\$83,862	\$6,988.50	\$436.77	\$96,965	\$8,080.42	\$436.77
5	\$72,119	\$6,009.92	\$419.29	\$80,505	\$6,708.75	\$419.29	\$93,084	\$7,757.00	\$419.29
STARTING STEP 4	\$69,236	\$5,769.67	\$402.53	\$77,286	\$6,440.50	\$402.53	\$89,362	\$7,446.83	\$402.53
3	\$67,159	\$5,596.58	\$390.45	\$74,968	\$6,247.33	\$390.45	\$86,682	\$7,223.50	\$390.45
2	\$65,146	\$5,428.83	\$378.75	\$72,721	\$6,060.08	\$378.75	\$84,084	\$7,007.00	\$378.75
1	\$63,191	\$5,265.92	\$367.39	\$70,539	\$5,878.25	\$367.39	\$81,561	\$6,796.75	\$367.39

* Monthly/Daily rates are rounded to the nearest penny

Action-6
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE
PART-TIME (ADJUNCT) FACULTY BARGAINING UNIT
SALARY SCHEDULE
Effective July 1, 2026

LEVEL	DESCRIPTION	STEPS											LEVEL	
		1	2	3	4	5	6	7	8	9	10	11		
A	Lecture Credit Courses ILC Rates	\$1,060.00	\$1,093.00	\$1,138.00	\$1,235.00	\$1,340.00	\$1,454.00	\$1,578.00	\$1,740.00	\$1,827.00	\$1,918.00	\$2,014.00	A	
	Hourly Rates	\$96.3636	\$99.3636	\$103.4545	\$112.2727	\$121.8182	\$132.1818	\$143.4545	\$158.1818	\$166.0909	\$174.3636	\$183.0909		
B/C	Labs (1 lab hr. = .835 ILC)	\$885.10	\$912.66	\$950.23	\$1,031.23	\$1,118.90	\$1,214.09	\$1,317.63	\$1,452.90	\$1,525.55	\$1,601.53	\$1,681.69	B/C	
	Hourly Rates	\$80.4636	\$82.9691	\$86.3845	\$93.7482	\$101.7182	\$110.3718	\$119.7845	\$132.0818	\$138.6864	145.5936	152.8809		
	ABE/GED/HSC/ESL Labs Agriculture Credit Labs Health Care Skills Credit Labs Laboratory Credit Courses Physical Education Activity Courses Science Credit Labs Studio Art Classes Technology Credit Labs Trade Credit Labs Vocational Preparatory Credit Labs Vocational Supplemental Credit Labs													
D	Workshops/Special Assignments (Bargaining Unit Rate) (See Article 23.2.5)	Minimum =	\$65.72	(CD = Curriculum Development Rate)										D
E	Part-time Professional Faculty Hourly Rates Center for Academic Innovation Counseling CWE Coordinator Library Work	\$59.06	\$61.75	\$64.56	\$67.50	\$70.57	\$73.78	\$77.14	\$80.65	\$84.32	\$88.16	\$92.17	E	

Required Meeting (RM) Rate = \$59.36
Bargaining Unit (See Article 23.2.6)
Curriculum Development Rate (CD) = \$65.72

Action-6
June 10, 2026

**CHEMEKETA COMMUNITY COLLEGE
PART-TIME (ADJUNCT) NON-BARGAINING NON-CREDIT FACULTY UNIT
SALARY SCHEDULE
Effective July 1, 2026**

LEVEL	DESCRIPTION	STEPS										LEVEL
		1	2	3	4	5	6	7	8	9	10	
D	<p>(Noncredit) * Nonbargaining Unit Exception Classes</p> <p>Used for workshops or non-bargaining unit classes scheduled in non-standard time formats (i.e. shorter or weekend workshops). This market driven rate is also used for specialized topics that demand unusual expertise and/or exceptional pay.</p>	Minimum = \$26.09 No Maximum										D
J	<p>Noncredit Vocational Preparatory Vocational Supplementary Workforce Readiness/Workforce Applied Basic Skills Reimbursable - 9800 Series</p>	\$35.28	\$37.75	\$40.38	\$43.19	\$46.21	\$49.42	\$52.87	\$56.56	\$60.52	\$64.76	J
K	<p>Noncredit Community Education English Now</p> <p>Used for reimbursable and nonreimbursable noncredit community education courses for personal enrichment</p>	\$26.09	\$27.44	\$28.88	\$30.38	\$31.95	\$33.61	\$35.36	\$37.20	\$39.15	\$41.10	K

Special Projects: Non-teaching work related to classes \$26.09
Curriculum Development & Meeting Rate \$26.09

* D Level courses require Executive Dean/VP approval notated on the Payroll authorization

Action-6
June 10, 2026

CHEMEKETA COMMUNITY COLLEGE HOURLY, PART-TIME/TEMPORARY SALARY SCHEDULE EFFECTIVE JULY 1, 2026									
	RANGE	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	RANGE		
	AA	\$16.14	\$16.83	\$17.52	\$18.24	\$18.97	AA		
	BB	\$16.23	\$16.86	\$17.56	\$18.28	\$19.01	BB		
	CC	\$16.27	\$16.94	\$17.60	\$18.31	\$19.05	CC		
	DD	\$16.46	\$17.13	\$17.78	\$18.51	\$19.27	DD		
	EE	\$17.75	\$18.57	\$19.30	\$20.09	\$20.89	EE		
	FF	\$19.22	\$20.06	\$20.86	\$21.71	\$22.59	FF		
	GG	\$21.22	\$22.18	\$23.12	\$24.06	\$25.03	GG		
	HH	\$22.47	\$23.46	\$24.50	\$25.50	\$26.52	HH		
II	\$26.96	\$28.28	\$29.60	\$30.81	\$32.06	II			
Note: Ranges JJ thru NN are Interpreters and Typewell Transcribers only									
POSITION		LEVEL	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	RANGE
INTER.	TRANSC.								
HI410H	HT010H	1	JJ	\$36.16	\$37.68	\$39.40	\$41.05	\$42.83	JJ
HI420H	HT020H	2	KK	\$41.32	\$43.08	\$45.04	\$46.92	\$48.98	KK
HI430H	HT030H	3	LL	\$51.65	\$53.84	\$56.30	\$58.66	\$61.24	LL
HI440H	-	4	MM	\$56.82	\$59.18	\$61.90	\$64.48	\$67.32	MM
HI450H	-	5	NN	\$61.98	\$64.62	\$67.57	\$70.38	\$73.48	NN
LEVEL		INTERPRETERS							
1		ITP Graduate <u>or</u> 0-2 years of experience							
2		RID Written <u>or</u> BA Degree; and 2+ years experience							
3		CI or CT <u>or</u> NAD III <u>or</u> Masters Degree; and 2+ years experience							
4		CI & CT <u>or</u> NAD IV; and 2+ years experience							
5		CI & CT for 5 years <u>OR</u> NAD V; BA/BS Degree required							
FOR RANGES JJ - NN ONLY:									
Initial placement on the pay scale and step increases will be in accordance with personnel practices.									
Movement from one level to another may be made by request of the employee with verification of change in credential and approval by the Dept. manager and the Dir. of Human Resources.									
Any movement from one level to another level will take place at the time of any step increase.									
HR will work collaboratively with the Student Accessibility Services Director for placement of part-time employees on this scale (verification of certification, etc.)									

CHEMEKETA COMMUNITY COLLEGE STUDENT SALARY SCHEDULE
EFFECTIVE JULY 1, 2026

CWS/FWS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
S1	\$16.14	\$16.83	\$17.52	\$18.24	\$18.97
S2	\$16.23	\$16.86	\$17.56	\$18.28	\$19.01
S3	\$16.27	\$16.94	\$17.60	\$18.31	\$19.05
S4	\$21.22	\$22.18	\$23.12	\$24.06	\$25.03

**APPROVAL OF CONTRACT AWARD FOR ARCHITECTURAL AND
ENGINEERING (A/E) SERVICES FOR WOODBURN CENTER SCIENCE LABS**

Prepared by

Danielle Rutledge, Procurement Management Analyst
Rich Kline, Director—Business Services
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

**ARCHITECTURAL AND ENGINEERING (A/E) SERVICES FOR WOODBURN CENTER
SCIENCE LABS**

A Request for Proposal for the Architectural and Engineering (A/E) Services for the Woodburn Center Science Labs was advertised on the college's Procurement Services website and in the Daily Journal of Commerce on April 27, 2026.

Four Proposals were received and opened immediately following the solicitation closing on May 21, 2026, at 2:00 pm. The firms that submitted Proposals were:

Integrus Architecture, Portland, OR;
Sebastienne Nicole Brown Architecture & Consulting, Bronx, NY;
Studio 3 Architecture Incorporated, Salem, OR;
TVA Architects, Portland, OR.

The Proposals were determined to be responsive and subsequently evaluated in accordance with the solicitation document's evaluation criteria. Some of the evaluation criteria included: the firm's work history, philosophy, and service area; experience with Oregon higher education science projects; cost control; project scheduling; firm's knowledge and experience; references, key personnel and staffing; project leadership; and equity in public contracting.

It is recommended that the College Board of Education approve the award of the contract for the Architectural and Engineering (A/E) Services for the Woodburn Center Science Labs, to TVA Architects, Portland, OR, the most responsive and responsible Proposer, contingent upon protests, if any, from unsuccessful Proposers and successful contract negotiations.

Action-7
June 10, 2026

**APPROVAL OF CONTRACT AWARD FOR ARCHITECTURAL AND
ENGINEERING (A/E) SERVICES FOR WOODBURN CENTER**

Prepared by

Richard Kline, Director—Business Services
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

A recommendation for the approval of a contract award for Architectural and Engineering (A/E) Services for the Chemeketa Community College Woodburn Center will be made to the College Board of Education at its June 2026 meeting.

VISION • MISSION • VALUES

VISION *(Our shared future)*

Chemeketa will be a gathering place for lifelong learning.

MISSION *(Why we exist)*

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

VALUES *(How we work together)*

ADAPTABILITY

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

BELONGING

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

COMMUNITY

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

OPPORTUNITY

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

QUALITY

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



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



Building directory on reverse side

Appendix-2 June 10, 2026

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; 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 Pavilion; 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—38—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

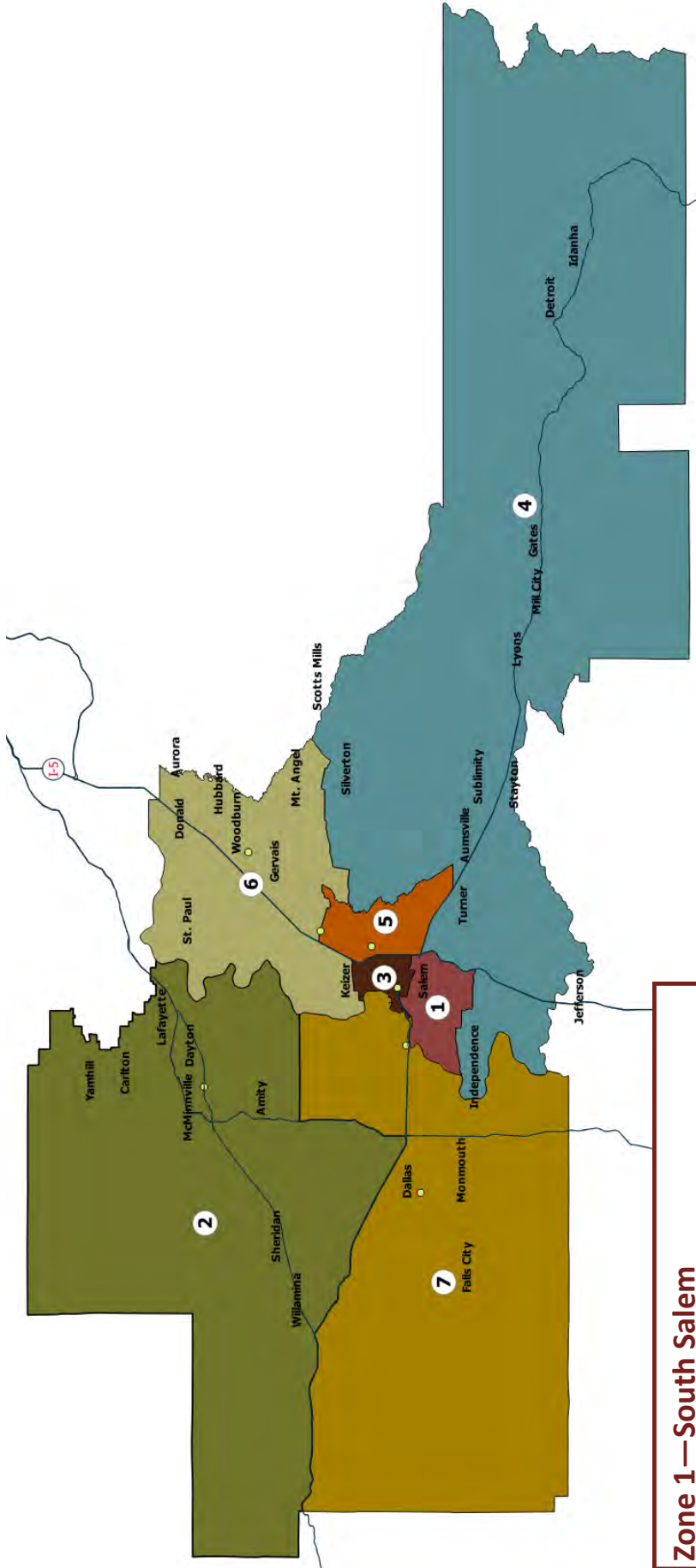
Lactation/Wellness Room

- Building 2—Room 181
- Building 5—Room 262
- Building 8—Room 1064
- 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**

Handouts
June 10, 2026

Update on Applied Baccalaureate Degrees



Presenting today's workshop:

- Holly Nelson, Chief Workforce Innovation & Community Success Officer
- Francisco Saldivar, Executive Dean of Career and Technical Education
- Karla Hale, Dean of Education & Early Childhood Education
- Sandi Kellogg, Dean of Health Sciences
- Marg Yaroslaski, Instructor of Applied Leadership Management

Our approach to Bachelor of Applied Science degrees

- Purpose: Create pathways into an applied bachelor degree that are directly connected with a workforce need
- These programs offer alternative approaches and pathways for students not on a traditional “on campus” 4 year university experience

Where we have come and where we are going

- Chemeketa was the first CC in the state to get a degree approved and enroll students
- Chemeketa led a consortium model for program development that has won a national award from the Community College Baccalaureate Assoc.
- We currently have 3 Applied Baccalaureate degrees approved
- Researching other workforce development needs in our region for the next possibility



BASE Program Goals

1. Increase access for place-bound and non-traditional students.
2. Prepare culturally and linguistically responsive teachers.
3. Provide seamless transfer pathways from associate degrees.
4. Address Oregon's workforce needs through applied preparation.

BASE Curriculum Structure

- 60 credits upper-division professional coursework.
- 30 credits of field experiences and seminars.
- Upper-division general education included.
- Optional credit for prior learning (15–18 credits).

Where we are in the process

1. HECC approved Degree 4/2026
2. NWCCU has approved Chemeketa/Linn-Benton/Treasure Valley minor substantive change 5/2026
3. Rogue / Columbia Gorge are in the process of major substantive change approval
4. TSPC Application goes to subcommittee 5/28/2026 and to full commission 6/2026
5. AAQEP National Accreditation process has begun
6. Curriculum/LMS retreats happen this summer 2026
7. Faculty/staff hiring has begun
8. FT Cohort start date in Fall 2027 (possible PT group in January 2027)

BSN Program and Efforts

1. Applications opened June 1st, closes June 26th.
2. Potential students will be notified July 15th
3. Lottery-based selection process
4. Applicants have graduated with ADN
5. RN license by end of Fall quarter 2026



BSN

- Collaborative teaching model with 6 community colleges:
 1. Chemeketa CC
 2. Central Oregon CC
 3. Treasure Valley CC
 4. Oregon Coast CC
 5. Linn-Benton CC
 6. Klamath CC
- The program will serve 42 students across six schools, with 7 students at each site.
- 5 terms to complete

Chemeketa Instructor

- Chemeketa CC nursing instructor will be teaching:
 - Fall 2026: 6 ILCs
 - Summer 2027: 6 ILCs
 - Fall 2027: 12 ILCs
(2nd Cohort and capstone for 1st cohort)

CCC BSN Shared Services

- All Colleges' Student Support Services are collaborating. Student will go to their home school for questions or concerns
- Shared Policy and Procedures manual
- Sub-Committees consist of:
 - Admissions
 - Bylaws
 - Curriculum
 - Financial Aid
 - Registrar
 - Student Conduct
 - Accommodations

BAS Leadership and Management Updates

- Graduating 2 cohorts on Friday (2 and 3)
- All cohorts 20-30 students
- High retention rates
- High success with internal partnerships
- Cohorts 2, 5, and 6 progressing well
- Cohort 7 launching Fall term
- Successful search for 2nd faculty member

BAS Guests

- Student: Jessica Fetkovich-Trowbridge
 - Cohort 2 graduating Senior
- Student: Jessica Osborn
 - Cohort 3 graduating Senior
- Advisory Committee Member: Dean Craig
 - Willamette Workforce Partners

Jessica Fetkovich-Trowbridge

- Executive Assistant/Board of Directors Liaison in Administration, Capitol Manor
- Cohort 2 graduating senior

Jessica Ulrich

- Vice President of Field Operations, Pacific Numotion
- Cohort 3 graduating Senior



Dean Craig

- Director of Business Services, Willamette Workforce Partners
- Sector Seminar Coordinator



QUESTIONS?

Discover
Chemeketa
Community College

Keizer Community Library (KCL)

~ CCRLS Membership Process Questions ~

Chemeketa Cooperative Regional Library Service congratulates Keizer Community Library on its recently achieved status as a *public library* (approved by the State Library Board in May 2026). This status is a prerequisite for consideration of membership in CCRLS. The following questions address how KCL & CCRLS will approach the discussion of prospective membership.

What is the current procedure for consideration of a prospective member library?

Adopted in 2019 and modified in 2022, the existing procedure is currently under review. This is part of a comprehensive policy review project which began in 2024.

Why are CCRLS policies being reviewed at this time?

Policy expressions should serve as a basis of the partnership between CCRLS and its member libraries. Ideally, they define expectations and codify them in a way which supports operations, facilitates service delivery, and informs budgeting activities. At present, these policy expressions are significantly inadequate, fragmented, and in some cases are simply unrecognizable as policy.

Historically, CCRLS has a habit of blending policy & procedure in its curation practices, even though each serves a different organizational purpose. It has come to rely heavily on the annual contract with member libraries as a primary means of conveying policy elements and language. In some cases, the only clear evidence of an existing policy is the ongoing presence of a current practice. These conditions make it challenging to have meaningful & productive discussions with PYM library directors, the CCRLS Advisory Council, and the College Board of Education (to which CCRLS ultimately reports).

Which policies have been reviewed so far?

The project prioritized member library reimbursement policies. To date, policies for *formula-based reimbursement*, *collection support reimbursement* (replaced 'net lending' reimbursement), *lost & damaged material reimbursement*, and *mileage reimbursement* have been fully vetted by stakeholder groups and stand as adopted. A CCRLS membership policy is the next priority.

Why not use the existing membership procedure?

It was conceived & handled as a *procedure* but should operate at a level of *policy*; in keeping with the implications it holds for budget & reimbursements, impact on operations, compatibility with service goals and general precedent. As a *policy*, the College Board of Education will have an opportunity to review it and provide input.

It allows for an applying library to be accepted under a *provisional* status but fails to define what that status entails. To what degree should CCRLS invest in a provisional member library if there is the chance that it might not progress to full membership? To what extent is that investment recoverable were that not to happen? It dictates that provisional members should operate under a contract, but an MOU would be a more appropriate agreement for that situation; with a contract offered at the point of full acceptance.

It states that the CCRLS director will produce an impact report but fails to specify what elements (minimum) that report should include.

It calls for, among other things, the applying library to provide “Budgetary documentation of a capability to operating a library”. Whereas, calling for specific types of budget documents would be more helpful.

It states that the applying library should provide a “three-year path to achieving a preponderance of the Essential level of the current Public Library standards published by the Oregon Library Association’s Public Library Division.” How should the term *preponderance* be interpreted in this context – a simple majority of those metrics? The openness to interpretation is problematic.

It fails to acknowledge & define CCRLS partnerships which have occurred in the past but are something other than *member library* (i.e. circulation ‘drop sites’). Such concepts should be represented in a new policy. It should be clear how these partnerships might differ from cooperative membership, in general, and address the underlying service goals from which they originate.

How long will it take to review and adopt a new membership policy?

Likely several months. Stakeholder groups do not meet throughout the summer. Ideally, the draft policy will be ready by Fall 2026 and presented to both PYM library directors and the CCRLS Advisory Council. A robust conversation is expected. Once the policy is vetted by each, it can be presented to the College Board for review and input. Following adoption, a KCL application is welcome and would be handled under that framework.