

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

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The meeting adjourned at 6:41pm.

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Diane Watson
Board Chair

Jessica Howard
President/Chief Executive Officer

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