

Minutes  
March 18, 2026

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION  
MEETING MINUTES**

February 18, 2026

**I. WORKSHOP**

Diane Watson, Chair, called the Workshop to order at 4:45 pm in the Boardroom, Building 2, Room 170, at the Salem Campus.

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

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

**How Artificial Intelligence (AI) is Redefining Chemeketa**

Jennifer Cox, Dean, Library and Learning Resources, introduced the presenters. Topics discussed included AI governance, the approval process to submit an AI request, teaching and learning student experiences and expectations, faculty experience and engagement, securing assessment of AI, faculty use, impact on the classroom, student reactions and responses, AI workshops offered at the college, professional development resources, statewide alliances, and future outlook.

Board members asked clarifying questions.

The meeting adjourned at 5:30 pm.

**II. 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 Boardroom, Building 2, Room 170, at the Salem Campus.

**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 (Zoom, left 6:43pm), Vice Chair; Jackie Franke; Ken Hector; Neva Hutchinson; Birgitte Ryslinge (Zoom); Iton Udosenata; Diane Watson, Chair.

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

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**Board Representatives in Attendance:** Lillian Anderson, Associated Students of Chemeketa (ASC); Steve Wolfe, Chemeketa Faculty Association (CFA); Tim King, Chemeketa Classified Association (CCA); and Elizabeth Facanha, Chemeketa Exempt Association (CEA).

**E. COMMENTS FROM THE PUBLIC**

None.

**F. APPROVAL OF MINUTES**

Jackie Franke moved and Ken Hector seconded a motion to approve the Board of Education minutes of January 21, 2026.

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

The motion CARRIED.

**G. REPORTS**

**Reports from the Associations**

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

Steve Wolfe, Chemeketa Faculty Association (CFA) said the report stands as written and noted that the Executive board met on February 13th and the CFA general membership meeting was held on January 23rd. At that meeting, lunch was provided.

Tim King, Chemeketa Classified Association (CCA) said the report stands as written. Tim noted the Oregon Education Association (OEA) Educational Support Professionals (ESP) conference is taking place at Winema this weekend.

Elizabeth Facanha, Chemeketa Exempt Association (CEA) said the report stands as written.

**Reports from the College Board of Education**

Iton Udosenata - no report.

Birgitte Ryslinge attended the Oregon Community College Association (OCCA) quarterly board meeting, several OCCA weekly legislative calls, a meeting with President Howard, the SOAR graduation, and an OCCA Lunch and Learn PERS presentation.

Neva Hutchinson attended the SAIF Agri-Banquet and a quarterly meeting with President Howard.

Betsy Earls - no report.

Ken Hector participated in an Association of Community College Trustees (ACCT) legislative priorities webinar, town halls for Senator Wyden and Senator Merkley, the SAIF Agri-Banquet, a legislative meeting with Senator Starr, the ACCT legislative advocacy panel, Zoom meetings

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with OCCA Deputy Director John Wykoff, the monthly OCCA legislative committee meeting, the OCCA weekly legislative calls, a Ways and Means hearing (at which he provided testimony), a presentation with President Howard at Silverton Kiwanis Club, the ACCT National Legislative Summit (at which he participated in ACCT Policy and Advocacy Committee meetings and met with legislators), the SEDCOR Ag breakfast, CTE Day at the capital, and a legislative meeting with Representative Elmer's office.

Jackie Franke attended an East Salem Rotary luncheon.

Diane Watson attended a quarterly meeting with President Howard, the Senator Merkley Town Hall, the SAIF Agri-Banquet, the SOAR graduation, agenda review, a Keizer Greeters meeting, the SEDCOR Ag breakfast, and the OCCA legislative breakfast.

#### **H. INFORMATION**

##### **Resolution No. 25-26-22, Proclamation Declaring February 2026 as Career and Technical Education (CTE) Month**

Diane Watson noted that this resolution is a proclamation declaring February 2026 as Career and Technical (CTE) Month and requested a motion in support.

Jackie Franke moved and Neva Hutchinson seconded a motion to approve the proclamation declaring February 2026 as CTE month.

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

The motion CARRIED.

##### **Oregon Community College Association (OCCA) Board Report**

Birgitte Ryslinge discussed the meeting takeaways from the OCCA board report and noted that the All Oregon Academic Team (AOAT) luncheon is taking place on April 17th at Chemeketa EOLA.

**College Policies: Board of Education Series—#1010, Chemeketa Community College Board of Education Elections; #1040, Vacancies on the Chemeketa Community College Board of Education; #1350, Public Participation at Chemeketa Community College Board of Education Meetings; #1355, Chemeketa Community College Board of Education Meeting Speakers and Public Comments; #1640, Chemeketa Community College Board of Education Conflict of Interest; #1650, Chemeketa Community College Code of Ethics/Standards of Practice; and #1655, Chemeketa Community College Personal Use of Public Resources—Board of Education**

Alice Sprague discussed the changes to the board policies. These will be brought to the board for approval at the March board meeting.

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**Disaggregated Scorecard Report**

Colton Christian, Dean, Academic and Organizational Effectiveness, discussed what a disaggregated scorecard is, why the college produces one, data analysis considerations, and data related to the student journey: admissions, first term, first year, second year, and graduation and transfer. Vivi Caleffi-Prichard, Associate Vice President, Culture and Community, discussed how the disaggregated scorecard is used at the college, and next steps. Diane Watson asked for follow-up information relating this data from Chemeketa to that of our comparator colleges in Oregon.

**I. STANDARD REPORTS**

**Personnel Report**

Alice Sprague said the report stands as written. There are four general fund positions out of the six new hires listed. Alice thanked Linda Lacy for her service and noted her upcoming retirement date.

**Budget Status Report**

Rich Kline, Director of Business Services, noted on the Statement of Resources and Expenditures that the beginning fund balance is very close to the adjusted budget; the tuition and fees line item includes winter term revenues and refunds; the state appropriations line includes the fourth payment for the year; and interest earnings are starting to slow due to rates declining. On the Budget Status report, expenses are trending as expected.

**Capital Projects Report**

Rich Kline, Director of Business Services, said the report stands as written and provided updates on several ongoing bond projects.

**Chemeketa Cooperative Regional Library Service Report**

Manuel Guerra, Executive Dean, Student Affairs, said the report stands as written.

**Recognition Report**

Jessica Howard recognized employees in the report.

**J. SEPARATE ACTION**

**Approval of Proposed Student Tuition and Fees for 2026–2027**

**[25-26-135]**

Rich Kline, Director, Business Services, summarized the proposed increases in tuition and fees and discussed the student tuition forum held on January 27, 2026. Lillian Anderson said that ASC is working with Aaron Hunter to come up with a different format for the student tuition format in order to engage more students. Overall, she stated that students feel the proposed increases represented a reasonable amount.

Iton Udosenata moved and Jackie Franke seconded a motion to approve the proposed student tuition and fees for 2026–2027.

Jackie Frankie: yes; Ken Hector: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson, Chair: yes.

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The motion CARRIED.

**Approval of Retirement Resolution No. 25-26-23. Linda Margaret Lacy [25-26-136]**

Ken Hector read the retirement resolution for Linda Lacey. Linda worked for the college for 13 years and four months.

Ken Hector moved and Neva Hutchinson seconded a motion to approve the retirement resolution.

Jackie Frankie: yes; Ken Hector: yes; Neva Hutchinson: yes; Birgitte Ryslinge: yes; Iton Udosenata: yes; Diane Watson, Chair: yes.

The motion CARRIED.

**K. ACTION**

Ken Hector moved, and Jackie Franke seconded a motion to approve consent calendar items No. 1-6.

1. Approval of 2026–2027 Proposed Budget Calendar and Resolution No. 25-26-21, Setting Budget Committee Meeting Dates [25-26-137]
2. Approval of Resolution No. 25-26-22, Proclamation Declaring February 2026 as Career and Technical Education (CTE) Month [25-26-138]
3. Approval of Advisory Committees for 2025–2026 [25-26-139]
4. Approval of Suspension of Pharmacy Management Associate [25-26-140]
5. Approval of Suspension of Pharmacy Technician Certificate of Completion and Approval of New Pharmacy Technician Certificate of Completion [25-26-141]
6. Approval of College Policies: Board of Education Series— #1510–Auditor for Chemeketa Community College Board of Education, #1530–Budget Officer, and #1540–Custodian of Funds [25-26-142]

Iton Udosenata moved and Ken Hector seconded a motion to approve the consent agenda.

Jackie Frankie: yes; Ken Hector: 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 7:11 pm.

Respectfully submitted,

**Julie Deuchars**  
Executive Coordinator

**Jessica Howard**  
President/Chief Executive Officer

**Diane Watson**  
Board Chair

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Date