

Minutes
September 16, 2026

CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

July 15, 2026

I. REGULAR SESSION

A. CALL TO ORDER

Betsy Earls, Chair, called the board meeting to order at 6:00 pm in the Board Room, Building 2, Room 170 at the Salem Campus.

B. PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

C. CHEMEKETA LAND ACKNOWLEDGMENT

Betsy Earls read the land acknowledgment.

D. ROLL CALL

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

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

Board Representatives in Attendance: Michelle Kennedy, Chemeketa Faculty Association (CFA) and Elizabeth Facanha, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC

None.

F. APPROVAL OF MINUTES

Diane Watson moved and Neva Hutchinson seconded a motion to approve the College Board of Education minutes of June 10, 2026, and Special Board of Education minutes of July 6, 2026.

Betsy Earls, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge, Vice Chair: yes; Diane Watson: yes.

The motion CARRIED.

G. REPORTS

Reports from the Associations

Michelle Kennedy, Chemeketa Faculty Association (CFA) said the report stands as written.

In the absence of a CCA representative, Betsy Earls noted that the report included stands as written.

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

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Reports from the College Board of Education

Betsy Earls suggested that, rather than discussing each board member's individual contributions, the board focuses on notable highlights each month.

Diane Watson attended the Keizer Library ribbon-cutting event and noted that it is now a public library.

H. INFORMATION

2026 Fall Inservice Kickoff

Alice Sprague said the annual inservice is on September 15th and the college will be closed. President Howard will be speaking, and there will be multiple activities and workshops. The board is encouraged to attend.

Oregon Community College Association (OCCA) Update

Abby Lee, Executive Director, OCCA, delivered a presentation on OCCA. Highlights included: OCCA's purpose, mission, vision, values, staff, advocacy work, board development, partnerships, association activities, legislative priorities, and upcoming key issues.

Mid-Willamette Valley Council of Governments (MWVCOG) Update

McRae Carmichael, Executive Director, MWVCOG, gave an overview of the organization. McRae discussed the history and structure of MWVCOG, membership, board representatives makeup, executive committee, primary services, local service plan, programs and services, transportation, community development, business lending, and member services.

I. STANDARD REPORTS

Personnel Report

Courtney Saldivar said there were three new hires. There are a few changes to the Personnel report. Three employees that were listed under separations should be grouped under position changes: Katie Castillo, Celeste Galvez-Prado, and Jasmine Kaur. Also, David Hallett is on the report as a retirement for this month.

Budget Status Report

Aaron Hunter noted the budget-to-actual reports for June 30th; year-end is not available at this meeting. In-progress reports will be provided at the September meeting, and the final numbers will be presented after the audit in December or January. On the Status of Investments, the Local Government Investment Pool (LGIP) remains at four percent. There are seven maturities, not reinvested, used for operations which is typical for this time of the year.

Aaron provided an Insurance Task Force update. The task force consists of faculty, classified, and exempt staff. The task force met multiple times during spring term to discuss the employee health insurance plan options through the Oregon Educators Benefit Board (OEBB) for next year and looked at the concept of moving from composite-rated to tier-rated health insurance coverage and if it would be beneficial to employees and the college. The task force created a report which identifies potential cost savings to both the employees and the college and makes

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a recommendation to consider shifting to tier-rate-coverage. This report was shared with the administration on May 20, 2026. Changing to tier-rated coverage requires agreement from both classified and faculty associations.

Purchasing Report

Aaron said the report stands as written and highlighted the boiler and replacement chiller at the Woodburn Center by October.

Capital Projects Report

Aaron said the report stands as written and highlighted that the blue parking lot is under construction and the Building 7 renovation is progressing.

Grant Activities April 2026–June 2026

Gaelen McAllister, Director, Institutional Grant Development, said the report stands as written and highlighted the local work that is being done. Chemeketa partnered with Oregon State University on a FAST grant developing semi-conductor training with huge economic workforce development potential.

Spring Term 2026 Enrollment Report

Colton Christian, Dean of Academic & Organizational Effectiveness, reported that key enrollment indicators show continued growth. More students have chosen to attend Chemeketa, and they have enrolled in a higher number of total courses and FTE-reimbursable courses compared to the same time last year.

Recognition Report

Jessica Howard recognized employees in the report.

J. SEPARATE ACTION

Approval of Retirement Resolution No. 26-27-01, David J. Hallett [26-27-100]

Betsy Earls read David Hallett's retirement resolution and thanked him for his service. David served the college for 20 years. Board members and staff thanked David for his excellent service. David made remarks.

Neva Hutchinson moved and Diane Watson seconded a motion to approve the retirement resolution.

Betsy Earls, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge, Vice Chair: yes; Diane Watson, yes.

The motion CARRIED.

K. ACTION

Birgitte Ryslinge moved and Diane Watson seconded a motion to approve consent calendar items No. 1-5.

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1. Approval of Chemeketa Community College Proposed Adoption of Oregon Community College Association's Board Policy and Procedure Program Numbering Convention [26-27-101]
2. Approval of 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 General Institution Series (3000)—Policy #BP3522, Immigration Enforcement Notification [26-27-102]
3. Acceptance of Program Donations April through June 2026 [26-27-103]
4. Approval of Grants Awarded April–June 2026 [26-27-104]
5. Approval of Contract Award for Construction Manager/General Contractor (CM/GC) for Trade Center [26-27-105]

Betsy Earls, Chair: yes; Neva Hutchinson: yes; Birgitte Ryslinge, Vice Chair: yes; Diane Watson: 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

Betsy Earls and Jessica Howard thanked Diane Watson for her leadership and service.

O. ADJOURNMENT

The meeting adjourned at 7:11 pm.

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

E.A. Earls
Board Chair

9/16/2026
Date