Minutes
October 21, 2026

CHEMEKETA COMMUNITY COLLEGE

BOARD OF EDUCATION
MEETING MINUTES

September 16, 2026

I. WORKSHOP
Betsy Earls, Chair called the Workshop to order at 4:45 pm at the Brooks Center in Rooms 105–106.

Members in Attendance: Betsy Earls, Chair; Neva Hutchinson; and Diane Watson. Excused Absences: Jackie Franke, Theresa Haskins, Birgitte Ryslinge, 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.

Updates for Chemeketa Brooks Center—Emergency Services and Diesel Technology
Jordan Bermingham, Dean of Emergency Services and Diesel Technology discussed paramedicine pathways, and fire prevention certificates. Kevin Ruby, Diesel Technology Program Chair, discussed three major industry partnerships, and additional training opportunities in the program.

Board members asked questions throughout the presentation.

The meeting adjourned at 5:14pm.

II. REGULAR SESSION
A. CALL TO ORDER
Betsy Earls, Chair, called the board meeting to order at 5:59 pm at the Brooks Center in Rooms 105-106.

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; Jackie Franke (Zoom); Neva Hutchinson; Iton Udosenata; and Diane Watson. Excused Absences: Theresa Haskins, Birgitte Ryslinge.

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), Tim King, Chemeketa Classified Association (CCA)(Zoom), and Elizabeth Facanha, Chemeketa Exempt Association (CEA).

E. COMMENTS FROM THE PUBLIC
The person who signed up for public comment did not attend the meeting.

F. APPROVAL OF MINUTES
Diane Watson moved and Iton Udosenata seconded a motion to approve the College Board of Education minutes of July 15, 2026, Board Work Session of August 26, 2026, and Special Board of Education minutes of September 2, 2026.

Betsy Earls, Chair: yes; Jackie Franke: yes; Neva Hutchinson: yes; Iton Udosenata: 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.

Tim King, Chemeketa Classified Association (CCA) said the report stands as written.

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

Reports from the College Board of Education
Betsy Earls noted the reports section has been modified to highlight events that are out of the ordinary, not things that one would regularly do as a board member.

Iton Udosenata - no report.

Diane Watson attended the Mexican Fiesta and a Chemeketa scholarship was presented to the Queen and First Princess.

Jackie Franke - no report.

Neva Hutchinson - no report.

Betsy noted that she, Diane, Neva and Iton attended kickoff and it was well done.

H. INFORMATION
College Policies—Chapter 4, Academic Affairs: BP 4080–Contracts for Courses & Services; BP 4120–Course Offerings for Secondary Schools; and BP 4100–Graduation Requirements for Degrees and Certificates
Timor Saffary noted the numbering for the policies were changed to align with Oregon Community College Association (OCCA) numbering. There are no changes to the policies.

I. STANDARD REPORTS

Personnel Report

Courtney Saldivar said the report stands as written and there were 22 total new hires for August and September. Thirteen were classified and nine were faculty. Neva Hutchinson asked why there were so many positions filled. Courtney said it was typical to hire faculty in the summer and many positions had been held in the budget. Three of these were grant funded, five were funded through self-support, and the rest were on general fund, so most likely they were vacant positions.

Budget Status Report

Aaron Hunter stated, regarding the Statement of Resources and Expenditures, that this is the start of Fiscal Year (FY) 2027 and the beginning fund balance is zero. That number will get filled in after the audit. Tuition and fees include summer term and partial fall term tuition and fee numbers. On the Budget Status Report, there was a big spend in insurance; however, this is standard because insurance premiums are paid in July and August. The green sheet, wrapping up FY 2026, as of June 30, and state appropriations came in at two million dollars less, due to implementation of the funding formula, an enrollment lag compared to the statewide average, and we received a little less than budgeted for state funding. Diane Watson asked if there was a plan to make up the two million. Aaron said tuition and fees came up a little more and the college was able to average it out through different accounts.

Capital Projects Report

Aaron said the report stands as written and highlighted that the blue parking lot is 99 percent complete (the college is just finalizing the electrical components) and discussed the other projects that are in process. Diane Watson asked about a plan for the Woodburn Science lab. Aaron said it would be mid-to-late spring by the time we will likely break ground.

Chemeketa Cooperative Regional Library Service (CCRLS) Report

Timor Saffary said the report stands as written.

Recognition Report

Jessica Howard recognized employees in the report.

J. SEPARATE ACTION

Approval of Retirement Resolutions Resolution No. 26-27-02, Elizabeth D. Carlson; Resolution No. 26-27-03, Beverly Coleman; Resolution No. 26-27-04, Michael P. Kelly; and Resolution No. 26-27-05, Jesus R. Segura

Board members read the retirement resolutions. The retirees provided 93 years and 10 months of service to the college.

Iton Udosenata moved and Diane Watson seconded a motion to approve the retirement resolution.

Betsy Earls, Chair: yes; Jackie Franke: yes; Neva Hutchinson: yes; Iton Udosenata: yes; Diane Watson: yes.

The motion CARRIED.

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

L. FUTURE AGENDA ITEMS
None were heard.

M. BOARD OPERATIONS
None.

N. ADJOURNMENT
The meeting adjourned at 6:20 pm.

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

Birgitte Ryslinge
Board Chair

10/21/2026
Date