

BOARD OF EDUCATION MEETING

December 10, 2025

Chemeketa Community College
 4000 Lancaster Dr NE
 Salem, Oregon

I.	Regular Session	5 pm	Web conferencing / Live stream / Building 2, Room 170, Boardroom
	A. Call to Order		
	B. Pledge of Allegiance		
	C. Chemeketa Land Acknowledgment		1
	D. Roll Call		
	E. Comments from the Public		
	F. Approval of Minutes— College Board of Education Meeting of November 19, 2025 Jessica Howard, President/Chief Executive Officer		2–6
	G. Reports		
	1. Reports from the Associations		
	a. Lillian Anderson	Associated Students of Chemeketa (ASC)	7–8
	b. Steve Wolfe	Chemeketa Faculty Association	9
	c. Tim King	Chemeketa Classified Employees Association	10
	d. Angela Archer	Chemeketa Exempt Employees Association	11
	2. Reports from the College Board of Education		
	H. Information		
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	2. Suspension of Construction Trades and Apprenticeship Readiness Certificate and New Construction Trades and Apprenticeship Readiness Certificate David Hallett, Vice President—Academic and Student Affairs		14
	3. Bachelor of Applied Science in Education (BASE) David Hallett, Vice President—Academic and Student Affairs		15–17
	4. Statement of Budget Principles 2026–2027 Aaron Hunter, Vice President—College Support Services/Chief Financial Officer		18–20
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| 2. | Budget Status Report
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer | 23–25 |
| 3. | Purchasing Report
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer | 26 |
| 4. | Capital Projects
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J. Separate Action

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| 1. | Approval of Bachelor of Applied Science in Education (BASE)
David Hallett, Vice President—Governance and Administration | [25-26-122] 29–31 |
| 2. | Approval of Resolution No. 25-26-16, Appointment of Budget Committee Member for Zone 4 and Resolution No. 25-26-17, Appointment of Budget Committee Member for Zone 5
Alice Sprague, Vice President—Governance and Administration | [25-26-123] 32–34 |
| 3. | Approval of Retirement Resolutions
No. 25-26-09, Maria “Cleo” E. Alvarez,
No. 25-26-10, Sheeny L. Behmard,
No. 25-26-11, Neal H. Burns,
No. 25-26-12, Kay Bunnenberg Boehmer,
No. 25-26-13, Patrick Kevin Walther,
No. 25-26-14, Earlene Coleman,
No. 25-26-15, Mike A. Evans, and
No. 25-26-18, Lori McCauley
Alice Sprague, Vice President—Governance and Administration | [25-26-124] 35–43 |

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. 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 Contract Award for Construction Manager/General Contractor (CM/GC) for Building 7 Renovation
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer | [25-26-125] 44 |
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L. Appendices

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M. Future Agenda Items

N. Board Operations

O. Adjournment

Chemeketa Community College prohibits unlawful discrimination based on the following:

- Race
- National Origin
- Disability
- Gender
- Pregnancy
- Domestic Abuse Victim
- Protected Hairstyle (CROWN Act)
- Victims of Domestic Violence (Sexual Assault, Stalking, and/or Harassment)
- Color
- Sex
- Protected Veteran Status
- Gender Identity/ Expression
- Whistleblowing
- Expunged Juvenile Record
- Political Affiliation or Belief
- Religion
- Marital Status
- Age
- Sexual Orientation
- Genetic Information
- Injured Workers
- Tobacco Use During Work Hours

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 the individual's 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 the 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

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 503.315.4586, 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. For language access please call 503.315.4586 or email alice.sprague@chemeketa.edu.

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.

APPROVAL OF BOARD MINUTES

Prepared by

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

Minutes of the board meeting of November 19, 2025, are submitted for review by the board.

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

Minutes
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CHEMEKETA COMMUNITY COLLEGE

**BOARD OF EDUCATION
MEETING MINUTES**

November 19, 2025

I. WORKSHOP

Betsy Earls, Vice Chair, called the Workshop to order at 4:30 pm in the Boardroom, Building 2, Room 170, at the Salem Campus.

Members in Attendance: Betsy Earls, Vice Chair; Jackie Franke; Ken Hector; Neva Hutchinson; Birgitte Ryslinge; Diane Watson, Chair (arrived 4:35pm). Excused Absence: Iton Udosenata.

College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer (Zoom); David Hallett, 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 (Zoom).

Insurance and Risk Management Report

John McIlvain, Director, Emergency and Risk Management, discussed risk management at Chemeketa and provided data points to the board. Kathy Bowen, Vice President, Property and Casualty Insurance, USI Insurance Services, utilized a PowerPoint presentation to provide a risk management overview with information about highlights and challenges of 2025, the current insurance program design, a recap of recent years' premiums, an overview of services provided by USI Insurance, and 2025–2026 objectives.

Diane Watson asked why the coverage for violent acts is so low. Kathy said there is an additional active assailant policy which provides additional coverage to the college. Ken Hector asked about the premium increases with PACE and USI and asked if the college is tracking with the comparators and other insureds. Kathy said the property premium the college faces is due to the two large losses in the last two years. For organizations that do not have claims, premiums are relatively flat.

The Workshop ended at 5:01 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, Vice Chair; Jackie Franke; Ken Hector; Neva Hutchinson; Birgitte Ryslinge; Iton Udosenata; Diane Watson, Chair.

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College Administrators in Attendance: Jessica Howard, President/Chief Executive Officer (Zoom); David Hallett, 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 (Zoom).

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

E. COMMENTS FROM THE PUBLIC

<u>Name</u>	<u>Topic</u>
Dr. Satya Chandragiri	OSBA board position

F. APPROVAL OF MINUTES

Neva Hutchinson moved and Betsy Earls seconded a motion to approve the Board of Education minutes of October 15, 2025.

Betsy Earls, Vice Chair: yes; Jackie Frankie: yes; Ken Hector: yes; Neva Hutchinson: yes; Birgitte Ryslingle: 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 the events and increase in student engagement.

Steve Wolfe, Chemeketa Faculty Association (CFA) said the report stands as written.

Tim King, Chemeketa Classified Association (CCA) said the report stands as written, except there was an incorrect staff position added to the report and that will be corrected next month.

Angela Archer, Chemeketa Exempt Association (CEA) said the report stands as written and added some additional information.

Reports from the College Board of Education

Iton Udosenata attended the Oregon School Board's Association (OSBA) conference in Portland.

Birgitte Ryslingle attended the Association of Community College Trustees (ACCT) Leadership Congress conference, and the Oregon Community College Association (OCCA) annual conference.

Neva Hutchinson attended a Future Ready lunch on campus, the OCCA annual conference, and the Chemeketa Foundation board meeting.

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Jackie Franke attended the October and November Salem Chamber forums, a quarterly meeting with Jessica, the ACCT Leadership Congress, a board policy committee meeting, and a CBEL meeting.

Ken Hector attended the Salem Chamber Forum, the ACCT Leadership Congress, the OCCA PERS update webinar, Willamette Valley Bank's 25th anniversary celebration, the OCCA annual conference, a Capital Projects Action Team meeting, a celebration of life for lobbyist Peggy Sato, the annual Veterans Day Salute at Silverton Middle School, a board policy committee meeting, a Marion County Material Management Advisory committee and the OCCA monthly legislative committee.

Betsy Earls attended agenda review, the ACCT Leadership Congress, the OCCA annual conference, three Mid-Willamette Valley Council of Government (MWVCOG) meetings, and the Polk County electeds breakfast.

Diane Watson attended Coffee with Mayor Cathy Clark Zoom show, two Salem Chamber Forums, the ACCT Leadership Congress, the OCCA conference, agenda review, and Keizer Greeters.

H. INFORMATION

Oregon Community College Association (OCCA) Board Report

Birgitte Ryslinge said the next board meeting for OCCA is December 5th. Birgitte highlighted the robust sessions at the OCCA conference and referenced the good turnout by Chemeketa staff, and noted the upcoming OCCA Lunch and Learn webinar regarding the state budget.

2024–2025 Student Initiated Fee (SIF) Budget Report

Ryan West, Executive Dean, Student Affairs, said this is the end of the year report and the fourth year of the student-initiated fee (SIF). Ryan discussed what the funds are used for and referenced the report showing the distribution of the SIF through the campuses. Ryan thanked staff for their work on the report. Lillian Anderson said they are very conscious about making sure the money from the SIF has the most impact.

I. STANDARD REPORTS

Personnel Report

Alice Sprague said the report stands as written, noted there are five general fund positions on the report, and acknowledged staff who have changed positions. Alice introduced the new Associate VP of Human Resources, Courtney Saldivar.

Budget Status Reports

Aaron Hunter noted in the Statement of Resources and Expenditures that the taxes are trickling in and the bulk will come in November, and the tuition and fees are down due to the refunds. On the Budget Status report everything is trending as expected. Aaron provided an update on the state revenue forecast.

Purchasing Report

Aaron Hunter said the college is in the process of going through a request for proposal (RFP) for a CM/GC and an award will be brought to the board in December for approval. In addition,

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the college is going out to bid for construction services for class room upgrades for Yamhill Valley Campus (YVC) for Building 2.

Capital Projects Report

Aaron Hunter gave updates on the ongoing projects, and discussed the bond projects in the planning phase.

Recognition Report

Jessica Howard recognized employees in the report.

J. SEPARATE ACTION

Approval of Resolution No. 25-26-08, Appointment of Budget Committee Member for Zone 6

Alice Sprague said it is recommended that the board appoint Jaime Rodriguez as a budget committee member for Zone 6 for a one-year term, effective July 1, 2025, to June 30, 2026.

Neva Hutchinson moved and Ken Hector seconded a motion to approve the appointment of a budget committee member to Zone 6.

Betsy Earls, Vice Chair: yes; Jackie Frankie: yes; Ken Hector: yes; Neva Hutchinson: yes; Birgitte Ryslingle: 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

The meeting adjourned at 6:35 pm.

Respectfully submitted,

Julie Deuchars
Executive Coordinator

Jessica Howard
President/Chief Executive Officer

Board Chair

Date

ASSOCIATED STUDENTS OF CHEMEKETA (ASC)

Prepared by

Lillian Anderson, ASC Executive Coordinator 2025-2026

PAST EVENTS

Termsgiving

- On Tuesday, November 25th, ASC hosted the “Termsgiving” celebration in the student center. With music, pozole soup, pumpkin pie, and activities such as pin the tail on the turkey, gratitude cards, and coloring sheets, students were able to kick back and celebrate all the hard work they’re putting in before finals. Over 250 students attended.

Cocoa and Conchas/SSB Tournament

- On Wednesday, December 3rd, ASC provided students with hot chocolate and conchas in the Student Center. Our goal with this was to boost morale during the last week of classes to motivate students to keep up their studying. We also hosted the Phi Theta Kappa (PTK) honor society Super Smash Bros. (SSB) tournament at the same time. Hopefully, this tournament increases student awareness of PTK activities.

Event Attendance Raffle

- Throughout the term, students collected stamps for every ASC event they attended. By collecting four stamps, they were eligible to enter a raffle at Termsgiving. Prizes included a JBL speaker, earbuds, an Amazon gift card, and two pairs of Regal movie tickets. The raffle has been bringing extra excitement to events and keeps students returning to be engaged on campus! The ASC plans to do an event raffle every term this year.

Open Gym

- ASC has been hosting weekly open gym hours every Thursday from 1–3 p.m. Around 30 students have joined open gym each week to play basketball, volleyball, pickleball, and more!

Ramen Study Sessions

- ASC has been hosting evening study hours from 4–7 p.m. every Monday and Tuesday in the Student Center. We provide Ramen noodles and serve as peer mentors, helping to get students connected to support services such as tutoring, advising, counseling, and much more. We see around 20–40 students each session.

Salem for Refugees

- ASC sent four students to represent Chemeketa at the Salem for Refugees Fundraiser table on November 20th.

Latino Youth Roundtable

- Two ASC students participated in Congresswoman Andrea Salinas’ Latino Youth Roundtable Discussion at Tualatin High School on November 24th.

CURRENT ACTIVITIES

ASC is currently planning for winter term. Below is a tentative list of events and activities that we will plan during the break and get scheduled for winter term.

- Welcome table: On the first day of the term, we plan to hand out snacks and campus information.
- Pizza Kickoff: During the first week of winter term, we will have a resource fair with pizza.
- Karaoke
- Ice skating field trip: We're hoping to take a group of 20–30 students ice skating. The smaller field-trip type events have been getting great feedback, so ASC plans to do one each term.
- Marion Polk volunteer trip
- Valentine's theme club fair
- Games night: We are planning to host games of loteria, bingo, blackjack, poker, uno, and more, where students can win or lose candy while they have fun and socialize.
- Sip and paint de-stressor: Students can de*stress as they head into finals with sparkling cider, snacks, and group painting.
- Possible workshops under consideration:
 - Civics training
 - Financial literacy

CHEMEKETA COMMUNITY COLLEGE FACULTY ASSOCIATION (CFA)

Prepared by

Steve Wolfe, President—Chemeketa Faculty Association

NOVEMBER CFA MEETINGS

The monthly Chemeketa Faculty Association Executive Board meeting took place on Friday, November 7. One of the topics discussed was the possibility of becoming a sanctuary union.

On Friday, November 21, the second in a three-part series of union steward training sessions was held. The purpose of these sessions is to prepare faculty to become union stewards.

MARION POLK FOOD SHARE DONATION

To help close the funding gap for SNAP, the Oregon Education Association Relief Fund Committee has pledged to donate \$1,250 to Marion Polk Food Share on behalf of the Chemeketa Faculty Association. The CFA thanks OEA for this generous donation.

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

Prepared by

Kristy Krumsiek, Secretary
Timothy King, President

PRESIDENT'S MESSAGE

This is the season of giving and giving thanks:

In an effort to close the SNAP gap funding, The Oregon Education Association Relief Fund Committee has pledged \$1,250 to Marion Polk Food Share on behalf of the Classified Association. The CCA sincerely thanks the OEA for the very generous donation.

Thank you President Howard for deciding to close the college on Christmas Eve so staff can spend more time with friends and family.

And finally I'd like to take this moment to thank the good people at Chemeketa for all the hard work they do. From the custodians who help to keep our campus clean, to the people who process our payroll, and everyone in between. The value you bring to this community is important, meaningful and appreciated.

POSITION CHANGES

Fatima Burger, Educational, Guidance, and Career Advisor Associate 2–Admissions, Enrollment & Graduation Services, Student Affairs, 100 percent, 12-month assignment, effective November 18, 2025

SEPARATIONS

Sarah Beatty, Educational, Guidance, and Career Advisor Associate 2–effective December 9, 2025

[Retraction: David Abderhalden \(Exempt\)](#)

We apologize for erroneously including David in last month's report

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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.

The Exempt Association would like to thank MIKE EVANS, who is retiring at the end of this month after more than 20 years. He started the TRIO program at Chemeketa and then oversaw College Access Programs and Student Life! We thank you for your commitment to students and to Chemeketa and wish you well in retirement.

CHILD DEVELOPMENT SPECIALIST REGISTERED APPRENTICESHIP CERTIFICATE

Prepared by

Karla Hale, Dean—Education & ECE Program
Chris Kato, Executive Dean—General Education and Transfer Studies
David Hallett, Vice President—Academic and Student Affairs

Chemeketa Community College, in partnership with the Mid-Willamette Valley Community Action Agency (MWVCAA), has developed a Child Development Specialist Certificate. This five-course series provides foundational preparation for individuals entering the early childhood education profession and aligns with Oregon Apprenticeship Related Instruction Standards approved by BOLI (Bureau of Labor and Industries).

This certificate series prepares students to understand typical and atypical development, apply child development theories, use effective observation techniques, implement literacy strategies, and foster inclusive preschool environments. At the conclusion of the program graduates will meet industry requirements to serve as classroom teachers in licensed childcare facilities in Oregon.

Courses are delivered online in an asynchronous format with weekly modules, discussion boards, and virtual office hours. MWVCAA and Chemeketa instructors collaborate to provide high-quality instruction aligned with industry needs.

Upon completion of all five courses students will be awarded the Child Development Specialist Certificate by Chemeketa Community College.

The College Board of Education will be asked to approve the Child Development Specialist Registered Apprenticeship certificate at the January 2026 board meeting.

CHILD DEVELOPMENT SPECIALIST REGISTERED APPRENTICESHIP CERTIFICATE

Course No.	Course Title	Credit Hours
APR 170A (Equal to HDF 247)	Preschool Child Development	3
APR 170B (Equal to ECE 151)	Observing and Guiding Behavior	3
APR 170C (Equal to ED 258)	Culturally Responsive Pedagogy	3
APR 170D (Equal to ECE 150)	Introduction to ECE & Observation	3
APR 170E (Equal to ECE 154)	Children's Literature & Literacy	3
	Certificate Total	15

**SUSPENSION OF CONSTRUCTION TRADES AND APPRENTICESHIP
READINESS CERTIFICATE AND
NEW CONSTRUCTION TRADES AND APPRENTICESHIP READINESS CERTIFICATE**

Prepared by

Nol Cobb, Director—Apprenticeship
Francisco Saldivar, Executive Dean—Career and Technical Education
David Hallett, Vice President—Academic and Student Affairs

The Construction Trades and Apprenticeship Readiness Certificate of Completion prepares students for entry-level construction jobs and Registered Apprenticeship programs in a variety of construction trades. These include sheet metal workers, heating, ventilation, air conditioning and refrigeration (HVAC/R) technicians, plumbers, carpenters, and laborers. The program ensures students meet the math requirement for apprenticeship applications and includes coursework to investigate and select possible trades careers.

Adjustments to the readiness certificate were made to incorporate BOLI requirements and to provide students with a clear and streamlined pathway to complete both the college and BOLI's certificates.

The changes to the program pathway included a credit hour increase to APR101 from 4 credit hours to 6 credit hours and replacing course options outside of apprenticeship with APR102. Per the Higher Education Coordinating Commission's requirements, the changes triggered the suspension of the existing certificate and the development of the new certificate.

Upon completion of the Chemeketa's certificate, students will also be awarded the BOLI Registered Pre-Apprenticeship certification.

Below are the required courses for the new Construction Trades and Apprenticeship Readiness certificate.

Course No.	Course Title	Credit Hours
APR101	Trade Skills Fundamentals	6
APR102	Trade Skills Intermediate	6
MTH070	Elementary Algebra (or higher)	4
	Certificate Total	16

The College Board of Education will be asked to approve both the suspension of the current Construction Trades and Apprenticeship Readiness certificate and the new Construction Trades and Apprenticeship Readiness certificate at the January 2026 board meeting.

BACHELOR OF APPLIED SCIENCE IN EDUCATION (BASE)

Prepared by

Karla Hale, Dean—Education & ECE Program
Holly Nelson, Chief Officer—Workforce Innovation and Community Success
Chris Kato, Executive Dean—General Education Transfer Studies
David Hallett, Vice President—Academic and Student Affairs

Chemeketa Community College, in partnership with the statewide Bachelor of Applied Science in Education (BASE) Consortium, which includes Linn Benton Community College, Columbia Gorge Community College, Treasure Valley Community College, and Rogue Community College, has developed the Bachelor of Applied Science in Education (BASE) degree. This degree expands access to a high-quality, affordable, community-rooted educator preparation pathway designed to address Oregon's documented teacher shortages in elementary education, special education (SPED), and rural communities.

Students entering the program will have completed the Associate of Arts Oregon Transfer (AAOT) in Elementary Education, and the Associate of Applied Science (AAS) in Early Childhood Education, or an equivalent associate degree. The BASE program comprises 90 upper-division credits, including progressive clinical experiences that total over 600 hours of supervised clinical residency. Coursework aligns with the Teacher Standards and Practices Commission (TSPC) licensure requirements, the Association for Advancing Quality in Educator Preparation national accreditation standards, and the Northwest Commission on Colleges and Universities (NWCCU) baccalaureate-level rigor.

Development of the degree included extensive input from school districts, Education Service Districts, Regional Educator Networks, local K-12 educators, students, advisory board members, Higher Education Coordinating Commission (HECC), and TSPC, ensuring that curriculum and fieldwork are deeply aligned with Oregon employer needs, especially SPED, bilingual/ESOL, literacy, and rural teacher preparation.

Graduates will be well-prepared for PreK–12 licensure, equipped with skills in culturally sustaining pedagogy, assessment, content-area instruction, inclusive practices, literacy development, and trauma-informed classroom strategies.

The College Board of Education will be asked to approve the Bachelor of Applied Science in Education degree during this Board meeting.

BACHELOR OF APPLIED SCIENCE IN EDUCATION (BASE)

Degree Requirements

- Lower Division Requirements - 90 credits applied from the AAOT in Elementary Education, AAS in Early Childhood Education, or equivalent.
- Upper-Division Course List (BASE Core & Methods) – 90 credits
- (Courses will be divided between the 5 colleges, with each college teaching approximately 9-12 credits each year, AND supervision of local field experiences

Year 3 - Fall Term

Course No.	Course Title	Credit Hrs.
ED 301	Who We Are: Kids, Brains & Belonging	3
ED 311	Words That Matter I: Literacy for Every Learner	3
ED 321	Math That Makes Sense I: Numbers, Patterns & Play	3
SPED 361	Inclusive Classroom Lab: Practices for Every Learner	3
ED 381	Field Experience I: Observation & Community Mapping	3
ED 391	Beginning the Adventure: Practicum Seminar	1

Year 3 - Winter Term

Course No.	Course Title	Credit Hrs.
ED 302	Cultures, Voices & Classrooms: ESOL Practice	3
ED 312	Words That Matter II: Fluency, Language & Identity	3
ED 322	Math That Makes Sense II: Fractions, Shapes & Reasoning	3
SPED 362	Plans with Purpose: IEPs, 504s & Inclusion	3
ED 382	Field Experience II: Lesson Design & Co-Teaching	3
ED 392	Classroom Adventure II: Exploring Practice	1

Year 3 - Spring Term

Course No.	Course Title	Credit Hrs.
ED 313	Words That Matter III: Comprehension, Writing & Justice	3
ED 333	Science Explorers: Inquiry, Wonder & Equity	3
SPED 363	Restorative Classrooms: The Vibe Check	3
ED 383	Field Experience III: Guided Group Instruction	3
ED 393	Classroom Adventure III: Deepening Skills	1

BACHELOR OF APPLIED SCIENCE IN EDUCATION (BASE)

Year 4 - Fall Term

Course No.	Course Title	Credit Hrs.
ED 411	Reading to Rise: Intervention & Dyslexia Informed Practice	3
ED 441	Social Justice in Social Studies	3
ED 431	STEAM Team: Makerspaces, Math & Inquiry	3
SPED 461	Better Together: Co-Teaching, Teaming & Advocacy	3
ED 481	Field Experience IV: Lead Planning & Unit Design	3
ED 491	Classroom Adventure IV: Leading Instruction	1

Year 4 - Winter Term

Course No.	Course Title	Credit Hrs.
ED 452	Whole Child Studio: Arts, Movement & Wellness	3
ED 462	Teaching with Heart: Trauma, Trust & SEL	3
ED 482	Field Experience V: Full Day Co-Teaching Practicum (or SPED462)	6
SPED 462	Know Your Rights: Law & Ethics in Schools (or ED482)	6
ED 492	Classroom Adventure V: Sustaining Practice	2

Year 4 - Spring Term (Residency & Capstone)

Course No.	Course Title	Credit Hrs.
SPED 463	Know Your Rights (And Everyone Else's): Law & Ethics in Schools	3
ED/SPED 483	Go Time: The Residency (Student Teaching Capstone)	9
ED 493	Capstone Seminar: Action Research & Advocacy	3
Total Program Credits		180

Clinical Experience Requirements

600+ total supervised clinical hours, including:

- Field Experience I–III
- Lead teaching & co-teaching practica
- ED 483 student teaching residency

Credit for Prior Learning (Optional)

Up to 15–18 credits for paraprofessional experience, substitute teaching, early learning roles, etc.

STATEMENT OF BUDGET PRINCIPLES 2026–2027

Prepared by

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

The Statement of Budget Principles for 2026–2027 is presented for the board’s information and review. These principles will be used in developing and guiding the decisions for the 2026–2027 budget.

Budget Principles and Financial Environment Fiscal Year 2026-27

The college's budget principles and financial environment are reviewed each fall as the budget cycle begins. The budget principles and some of the known key factors affecting the college's resources and expenses for the 2026–27 budget are as follows:

Budget Principles

Our 2026–27 budget will:

1. Focus on mission fulfillment through the priorities of creating an inclusive and welcoming culture, holistic student support, academic quality, community and workforce engagement, and organizational excellence.
2. Consider decisions through the college values of Adaptability, Belonging, Community, Opportunity, and Quality.
3. Maintain the following:
 - a. Financial flexibility to be resilient and adaptable in a rapidly changing environment.
 - b. Staffing and facilities at sufficient levels to protect the college's infrastructure and ensure compliance with regulations and laws.
 - c. Sufficient fund balance to:
 - i. Protect against unanticipated resource declines or cost increases that could jeopardize the future of Chemeketa;
 - ii. Provide the flexibility to take advantage of opportunities; and
 - iii. Maintain a balanced operating budget to ensure the long-term fiscal health of the college.
4. Pursue investment opportunities in initiatives, strategies, programs, and operations that will positively impact student completion and success.
5. Seek cost-sharing and revenue-producing opportunities that support our mission and strategic priorities such as grants, partnerships, self-support ventures and foundation assistance that may augment operations.

Financial Environment

Resources:

State legislative appropriation: The budget for 2026–27 marks the second year of the 2025–27 state biennium. The total legislative appropriation for all community colleges in this biennium was set at \$854 million, which is an approximately 7% increase in state funding compared to the 2023-25 biennium. Despite continued bipartisan support for community colleges, future funding increases may be limited due to competing statewide priorities (including social services, K-12 education, and pension obligation increases) and restricted resources. This potential constraint is underscored by the Governor's directive for all state agencies to prepare for possible budget reductions within the current biennium.

Economy: The national and state economic outlook is moderately favorable. Although the recent "soft-landing" effort to curb inflation appears strained with price pressures exceeding the Federal Reserve's 2% target, the current trajectory meets or slightly surpasses previous forecasts. Additionally, strong financial markets are anticipated to significantly boost volatile capital gains tax revenue.

Enrollment: The college's three primary revenue streams—tuition and fees, state funding, and property taxes—are all affected by enrollment levels. While tuition and fees are directly impacted, state funding and property taxes are influenced through a distribution formula based on enrollment.

For the current year (2025-26), enrollment saw an increase of approximately 4% through the fall term compared to 2024-25. Looking ahead, the college projects flat enrollment for 2026-27 over the current year's figures.

Tuition and fee revenue: The college has managed to slightly compensate for overall declines in tuition and fee revenue through increases to both rates. Specifically, last year's rates were set at \$108 per credit for tuition (a \$4 increase) and \$38 per credit for the universal fee (a \$1 increase). Any proposals for changes to the tuition and universal fee rates for the 2026-27 academic year will be presented to the College Board of Education at its January 2026 meeting.

Expenses:

The College faces continued budget uncertainties for 2026-27 due to state funding levels and fluctuating enrollment. Therefore, a cautious and judicious approach is required for the upcoming budget development. Key strategic considerations will include:

- Focusing on critical community and workforce needs.
- Prioritizing decisions that increase or preserve student enrollment.
- Evaluating options that minimize impact on the College's ability to serve the community in both the short and long term.

Regarding expenditures, while prices for most goods and services have stabilized, costs related to insurance and utilities continue to rise beyond typical inflation rates. Furthermore, new contracts with the Faculty and Classified Associations are in place, expiring on June 30, 2027, and June 30, 2028, respectively. For the 2026-27 budget year, both contracts mandate a salary table increase tied to the Consumer Price Index, with a guaranteed minimum of 2% and a maximum cap of 4%.

OREGON COMMUNITY COLLEGE ASSOCIATION (OCCA) BOARD REPORT

Prepared by

Brigitte Ryslinge, Board of Education/OCCA Board Member
Jessica Howard, President/Chief Executive Officer

A verbal report will be provided during the Chemeketa Board of Education meeting summarizing the recent OCCA Board meeting.

PERSONNEL REPORT

Prepared by

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

NEW HIRES

Tyler James Jones, Safety Officer 2—Public Safety, Governance and Administration Division, 100 percent 12-month assignment, Grade 14, Step 2.

POSITION CHANGES

Fatima Getsabet Burger, Educational, Guidance, and Career Advisor 2—Admissions, Enrollment and Graduation Services, Student Affairs Division, 100 percent, 12-month assignment, Grade 13, Step 5, from Student Services Assistant, Student Affairs Division.

RETIREMENTS

Maria “Cleo” E. Alvarez, Counselor—Counseling and Student Support, Student Affairs Division, effective December 31, 2025.

Sheeny L. Behmard, Instructor-Mathematics—Science, Technology, Engineering and Math, Academic Affairs Division, effective December 31, 2025.

Kay Bunnenberg Boehmer, Instructor-Art—Arts, Humanities, and Communications, Academic Affairs Division, effective December 31, 2025.

Neal H. Burns, Custodian I—Capital Projects and Facilities, College Support Services Division, effective December 31, 2025.

Earlene Coleman, Mail Clerk Lead—Auxiliary Services, College Support Services Division, effective December 31, 2025.

Michael A. Evans, Dean of College Access and Student Life—College Access and Student Life, Student Affairs Division, effective December 31, 2025.

Lori Ann McCauley, Program Coordinator-Customized Training—Chemeketa Center for Business and Industry (CCBI), Workforce Innovation and Strategic Engagement Division, effective December 31, 2025.

Patrick Kevin Walther, Procurement Management Analyst, Business Services, College Support Services Division, effective December 31, 2025.

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 November 30, 2025, 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 November 30, 2025

Fund 100000 - General Fund Unrestricted

	ADJUSTED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET	VARIANCE TO BUDGET
Resources:				
Beginning Fund Balance	19,175,139	-	0.00%	(19,175,139)
Property Taxes	30,975,265	15,870,118	51.23%	(15,105,147)
Tuition and Fees	20,304,170	14,980,689	73.78%	(5,323,481)
State Appropriations - Current	44,487,526	31,580,026	70.99%	(12,907,500)
Indirect Recovery	1,007,908	556,864	55.25%	(451,044)
Interest	2,867,965	1,030,227	35.92%	(1,837,738)
Miscellaneous Revenue	286,992	77,046	26.85%	(209,946)
Transfers In	100,000	3,105	3.11%	(96,895)
Total Resources	119,204,965	64,098,075	53.77%	(55,106,890)
Expenditures:				
Instruction	42,660,820	15,291,561	35.84%	27,369,259
Instructional Support	14,346,523	6,744,816	47.01%	7,601,707
Student Services	10,926,981	5,385,044	49.28%	5,541,937
College Support Services	23,689,927	10,325,667	43.59%	13,364,260
Plant Operation and Maintenance	8,956,295	3,797,164	42.40%	5,159,131
Transfers	5,460,136	1,931,744	35.38%	3,528,392
Total Expenditures (Excluding Contingency)	106,040,682	43,475,996	41.00%	62,564,686
Contingency	13,164,283	-	0.00%	13,164,283
Total Expenditures	119,204,965	43,475,996	36.47%	75,728,969

**Chemeketa Community College
Budget Status Report
As of November 30, 2025**

Standard Report-2
December 10, 2025

Fund 100000 - General Fund Unrestricted

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
6110	Exempt Salaries	11,000,271	5,447,781	6,623,230	(1,070,740)
6120	Classified Salaries	14,785,092	8,656,765	9,214,877	(3,086,550)
6124	Part-Time Hourly & Student Wages	1,174,403	383,384	-	791,019
6130	Faculty Salaries	19,171,349	6,298,034	11,090,278	1,783,037
6132	Part-Time Faculty	9,723,285	4,498,167	1,093,219	4,131,899
6510	Fixed Fringe Benefits	15,102,541	4,122,437	-	10,980,104
6511	Variable Fringe Benefits	18,335,982	8,138,929	-	10,197,053
6512	Other Fringe Benefits	450,000	203,934	-	246,066
	Subtotal Personnel Services	89,742,923	37,749,431	28,021,604	23,971,888
					42.06%

Account	Account Description	Adjusted Budget	YTD Activity	Encumbrances	Available Balance
710	Materials & Services	1,701,537	395,958	600	1,304,979
720	Equipment \$500-\$4,999	130,268	60,005	-	70,263
7300	Legal Services	241,120	68,705	-	172,415
7310	Insurance	1,204,722	1,173,042	-	31,680
7320	Maintenance	373,971	225,122	-	148,849
7330	Communications	935,037	169,095	-	765,942
7340	Utilities	2,851,342	614,104	48,104	2,189,134
7350	Staff Development	157,056	88,433	-	68,623
7360	Travel	355,617	78,255	-	277,362
7370	Other Services	2,386,953	854,875	376,851	1,155,227
7550	Capital Outlay	500,000	67,227	-	432,773
8150	Transfers Out	5,460,136	1,931,744	-	3,528,392
	Subtotal Non-Personnel Services	16,297,759	5,726,565	425,555	10,145,639
					35.14%
8500	Contingency	13,164,283	-	-	13,164,283
	Report Totals	119,204,965	43,475,996	28,447,159	47,281,810
					36.47%

PURCHASING REPORT

Prepared by

P. Kevin Walther, Procurement Management Analyst
Aaron Hunter, Vice President—College Support Services/Chief Financial Officer

DESIGN SERVICES FOR NEW TRADES CENTER-CTE BUILDING

A Request for Proposal for the Design Services for the New Trades Center-CTE Building was advertised on the college's Procurement Services website and in the Daily Journal of Commerce on November 24, 2025. A recommendation for contract award will be made to the College Board of Education at its January meeting.

WOODBURN BOILER-CHILLER REPLACEMENT

An Invitation to Bid for the Woodburn Boiler-Chiller Replacement project will be advertised on the college's Procurement Services website and in the Daily Journal of Commerce in December of 2025. A recommendation for contract award will be made to the College Board of Education at its January meeting.

CAPITAL PROJECTS REPORT

Prepared by

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

ONGOING PROJECTS

Building 2 Ice Storm Restoration

The building 2 restoration project is approaching successful completion. While a few permitting complexities have temporarily paused the kitchen's opening, the project team is diligently working with the county to quickly resolve these issues, paving the way for final inspections and the exciting debut.

Athletic Field Improvements (Bond)

Construction is currently underway for this bond-funded project which will update the baseball and softball fields with artificial turf surfaces. Artificial turf fields enhance drainage and expand opportunities for both Chemeketa and community teams to utilize the facilities during Oregon's inclement weather. Completion of this project is anticipated in early spring of 2026.

Security and Lighting (Bond)

Facilities and Operations continues to advance lighting upgrades across multiple campus buildings, aligning with the latest Oregon lighting standards. These retrofits are designed to improve energy efficiency and environmental impact. Lighting projects include interior and exterior locations across all Chemeketa locations.

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. These improvements are inclusive of all Chemeketa locations.

PLANNING PROJECTS

Building 7 Remodel (Bond)

Currently the project team and architects are in the schematic design phase, translating concepts into more concrete, yet flexible, designs. The college has also initiated the selection process for a Construction Manager/General Contractor, who will collaborate with the architects to enhance design, control costs, and manage scheduling. Construction is anticipated to begin in the Spring of 2026.

Blue Parking Lot Resurfacing (Bond)

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. This project is anticipated to be completed during the summer of 2026.

See Appendix-2; Campus Maps, Pages 46–47.

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.

- KARLA HALE, Dean of Education and Early Childhood Education, presented at the recent Oregon Community College Association conference on the proposed new consortium approach to a BAS degree in Education in Oregon. The presentation was entitled "Harnessing the Wind: Leveraging Community College Strengths to Expand Equitable Bachelor's Degree Pathway."
- KATIE DWYER, Director of Prison Education & Community Reentry, HOLLY NELSON, Workforce Innovation and Community Success Officer, and Chemeketa graduate DALE MOFFETT presented at the recent Oregon Community College Association conference on Chemeketa's Prison Reentry Program. The presentation was entitled "Unlocking Potential: Creating Second Chances for Adults in Custody Through Education & Reentry Service."
- Board Member KEN HECTOR received the Howard Cherry Outstanding Board Member Award at the recent Oregon Community College Association conference, adding to his recent national and Pacific Region award from the American Association of Community College Trustees. In his acceptance speech, Ken talked about how he met Dr. Howard Cherry when a college student.
- In November, cheerful Chemeketa Culture and Communication Committee (C4) members ALICE SPRAGUE, DANE JOSEPH, ERIKA COKER, JUDY ALLEN, and friend of C4, RICK PUENTE, provided warm beverages and snacks around Salem Campus for their mobile Coffee Cart Connections. Employees are appreciating a warm cup of cheer and the ability to engage with others.
- A big thank you goes out to the Polk Center staff who participated in the Dallas Christmas Town Parade on December 6. LAURA LEON-CIPRIANO, JORGE ANAYA, JUAN SALDANA, NANCY HARPER, and HOLLY NELSON represented Chemeketa Polk Center with an information booth in the Dallas main quad. Additional volunteers included Polk Center students JORGE I. ANAYA, DOMINIK EYLES, JOSEF NULL, AARON BOSTON, ISAAC TORRES, KENDALL RAY, TYSON LUNDE, LOGAN BROWNELL, ISRAEL GUZMAN, AVNON NESKAHI, ERIKA MARTINEZ ESTRADA, MIRIAN SILVA, MACKENZIE OSBURN, EZRA MATHIS and twelve LAW ENFORCEMENT RELATED EXPERIENCE (LERE) students provided security as barrier guards.

APPROVAL OF BACHELOR OF APPLIED SCIENCE IN EDUCATION (BASE)

Prepared by

Karla Hale, Dean—Education & ECE Program
Holly Nelson, Chief Officer—Workforce Innovation and Community Success
Chris Kato, Executive Dean—General Education Transfer Studies
David Hallett, Vice President—Academic and Student Affairs

Chemeketa Community College, in partnership with the statewide Bachelor of Applied Science in Education (BASE) Consortium, which includes Linn Benton Community College, Columbia Gorge Community College, Treasure Valley Community College, and Rogue Community College, has developed the Bachelor of Applied Science in Education (BASE) degree. This degree expands access to a high-quality, affordable, community-rooted educator preparation pathway designed to address Oregon's documented teacher shortages in elementary education, special education (SPED), and rural communities.

Students entering the program will have completed the Associate of Arts Oregon Transfer (AAOT) in Elementary Education, and the Associate of Applied Science (AAS) in Early Childhood Education, or an equivalent associate degree. The BASE program comprises 90 upper-division credits, including progressive clinical experiences that total over 600 hours of supervised clinical residency. Coursework aligns with the Teacher Standards and Practices Commission (TSPC) licensure requirements, the Association for Advancing Quality in Educator Preparation national accreditation standards, and the Northwest Commission on Colleges and Universities (NWCCU) baccalaureate-level rigor.

Development of the degree included extensive input from school districts, Education Service Districts, Regional Educator Networks, local K-12 educators, students, advisory board members, Higher Education Coordinating Commission (HECC), and TSPC, ensuring that curriculum and fieldwork are deeply aligned with Oregon employer needs, especially SPED, bilingual/ESOL, literacy, and rural teacher preparation.

Graduates will be well-prepared for PreK–12 licensure, equipped with skills in culturally sustaining pedagogy, assessment, content-area instruction, inclusive practices, literacy development, and trauma-informed classroom strategies.

It is recommended that the College Board of Education approve the Bachelor of Applied Science in Education degree.

APPROVAL OF BACHELOR OF APPLIED SCIENCE IN EDUCATION (BASE)

Degree Requirements

- Lower Division Requirements - 90 credits applied from the AAOT in Elementary Education, AAS in Early Childhood Education, or equivalent.
- Upper-Division Course List (BASE Core & Methods) – 90 credits
- (Courses will be divided between the 5 colleges, with each college teaching approximately 9-12 credits each year, AND supervision of local field experiences

Year 3 - Fall Term

Course No.	Course Title	Credit Hrs.
ED 301	Who We Are: Kids, Brains & Belonging	3
ED 311	Words That Matter I: Literacy for Every Learner	3
ED 321	Math That Makes Sense I: Numbers, Patterns & Play	3
SPED 361	Inclusive Classroom Lab: Practices for Every Learner	3
ED 381	Field Experience I: Observation & Community Mapping	3
ED 391	Beginning the Adventure: Practicum Seminar	1

Year 3 - Winter Term

Course No.	Course Title	Credit Hrs.
ED 302	Cultures, Voices & Classrooms: ESOL Practice	3
ED 312	Words That Matter II: Fluency, Language & Identity	3
ED 322	Math That Makes Sense II: Fractions, Shapes & Reasoning	3
SPED 362	Plans with Purpose: IEPs, 504s & Inclusion	3
ED 382	Field Experience II: Lesson Design & Co-Teaching	3
ED 392	Classroom Adventure II: Exploring Practice	1

Year 3 - Spring Term

Course No.	Course Title	Credit Hrs.
ED 313	Words That Matter III: Comprehension, Writing & Justice	3
ED 333	Science Explorers: Inquiry, Wonder & Equity	3
SPED 363	Restorative Classrooms: The Vibe Check	3
ED 383	Field Experience III: Guided Group Instruction	3
ED 393	Classroom Adventure III: Deepening Skills	1

APPROVAL OF BACHELOR OF APPLIED SCIENCE IN EDUCATION (BASE)

Year 4 - Fall Term

Course No.	Course Title	Credit Hrs.
ED 411	Reading to Rise: Intervention & Dyslexia Informed Practice	3
ED 441	Social Justice in Social Studies	3
ED 431	STEAM Team: Makerspaces, Math & Inquiry	3
SPED 461	Better Together: Co-Teaching, Teaming & Advocacy	3
ED 481	Field Experience IV: Lead Planning & Unit Design	3
ED 491	Classroom Adventure IV: Leading Instruction	1

Year 4 - Winter Term

Course No.	Course Title	Credit Hrs.
ED 452	Whole Child Studio: Arts, Movement & Wellness	3
ED 462	Teaching with Heart: Trauma, Trust & SEL	3
ED 482	Field Experience V: Full Day Co-Teaching Practicum (or SPED462)	6
SPED 462	Know Your Rights: Law & Ethics in Schools (or ED482)	6
ED 492	Classroom Adventure V: Sustaining Practice	2

Year 4 - Spring Term (Residency & Capstone)

Course No.	Course Title	Credit Hrs.
SPED 463	Know Your Rights (And Everyone Else's): Law & Ethics in Schools	3
ED/SPED 483	Go Time: The Residency (Student Teaching Capstone)	9
ED 493	Capstone Seminar: Action Research & Advocacy	3
Total Program Credits		180

Clinical Experience Requirements

600+ total supervised clinical hours, including:

- Field Experience I–III
- Lead teaching & co-teaching practica
- ED 483 student teaching residency

Credit for Prior Learning (Optional)

Up to 15–18 credits for paraprofessional experience, substitute teaching, early learning roles, etc.

Separate Action-2
December 10, 2025

**APPROVAL OF RESOLUTION NO. 25-26-16, APPOINTMENT OF
BUDGET COMMITTEE MEMBER FOR ZONE 4 AND RESOLUTION NO. 25-26-17,
APPOINTMENT OF BUDGET COMMITTEE MEMBER FOR ZONE 5
[25-26-123]**

Prepared by

Alice Sprague, Vice President—Governance and Administration

Budget committee positions for Zones 3, 4, 5 and 6 expired June 30, 2025. The college advertised the vacancies for committee members for district Zones 3, 4, 5, and 6. Applications were received for Zone 4 and Zone 5. In compliance with Board Policy No. 1170, the formal process of appointment of budget committee members is made by the College Board of Education. Dr. Mike Stewart and Matthew Reynolds have applied as district representatives for Zone 4 and Zone 5, respectively, and they are each eligible for a one-year appointment.

Per Resolution No. 25-26-16, and Resolution No. 25-26-17, it is recommended that the College Board of Education appoint Dr. Mike Stewart and Matthew Reynolds as budget committee members for Zone 4 and Zone 5 for one-year, effective July 1, 2025, to June 30, 2026.

Separate Action-2
December 10, 2025

**RESOLUTION NO. 25-26-16,
APPOINTMENT OF BUDGET COMMITTEE MEMBER
FOR ZONE 4**

WHEREAS, the budget committee position for Zone 4 expired on June 30, 2025.

WHEREAS, the college advertised the vacancy for a committee member for District Zone 4.

WHEREAS, Dr. Mike Stewart, applied for the Budget Committee representing Zone 4 and he is eligible for a one-year term.

BE IT RESOLVED, that per Resolution No. 25-26-16, the College Board of Education appoints Dr. Mike Stewart as representative for a one-year term for Zone 4 on the Budget Committee.

Diane Watson
Chairperson

Jessica Howard
President/Chief Executive Officer

Separate Action-2
December 10, 2025

**RESOLUTION NO. 25-26-17,
APPOINTMENT OF BUDGET COMMITTEE MEMBER
FOR ZONE 5**

WHEREAS, the budget committee position for Zone 5 expired on June 30, 2025.

WHEREAS, the college advertised the vacancy for a committee member for District Zone 5.

WHEREAS, Matthew Reynolds, applied for the Budget Committee representing Zone 5 and he is eligible for a one-year term.

BE IT RESOLVED, that per Resolution No. 25-26-17, the College Board of Education appoints Matthew Reynolds as representative for a one-year term for Zone 5 on the Budget Committee.

Diane Watson
Chairperson

Jessica Howard
President/Chief Executive Officer

**APPROVAL OF RETIREMENT RESOLUTIONS,
NO. 25-26-09, MARIA “CLEO” E. ALVAREZ; NO. 25-26-10, SHEENY L. BEHMARD;
NO. 25-26-11, NEAL H. BURNS; NO. 25-26-12, KAY BUNNENBERG BOEHMER;
NO. 25-26-13, PATRICK KEVIN WALTHER; NO. 25-26-14, EARLENE COLEMAN;
NO. 25-26-15 MICHAEL A. EVANS; AND NO. 25-26-18 LORI ANN MCCAULEY
[25-26-124]**

Prepared by

Courtney Saldivar, Associate Vice President—Governance and Administration
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 Maria “Cleo” E. Alvarez, Sheeny L. Behmard, Neal H. Burns, Kay Bunnenberg Boehmer, Patrick Kevin Walther, Earlene Coleman, Michael A. Evans, and Lori Ann McCauley, who all retire effective December 31, 2025.

It is recommended that the College Board of Education adopt Resolution No. 25-26-09, Maria “Cleo” E. Alvarez; Resolution No. 25-26-10, Sheeny L. Behmard; Resolution No. 25-26-11, Neal H. Burns; Resolution No. 25-26-12, Kay Bunnenberg Boehmer; No. 25-26-13, Patrick Kevin Walther; Resolution No. 25-26-14, Earlene Coleman, No. 25-26-15, Michael A. Evans; and No. 25-26-18 Lori Ann McCauley.

Separate Action-3
December 10, 2025

**RETIREMENT RESOLUTION NO. 25-26-09
MARIA "CLEO" E. ALVAREZ**

WHEREAS, Maria "Cleo" E. Alvarez began her 35 year, 1-month association, as a salaried employee, with Chemeketa Community College in December 1990; and

WHEREAS, Maria "Cleo" E. Alvarez gave dedicated service to Chemeketa Community College currently as a Counselor, Counselor and Student Support, and Student Affairs Division,

BE IT RESOLVED, that upon her retirement date of December 31, 2025, the College Board of Education hereby honors and commends Maria "Cleo" E. Alvarez for her loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

Separate Action-3
December 10, 2025

**RETIREMENT RESOLUTION NO. 25-26-10
SHEENY L. BEHMARD**

WHEREAS, Sheeny L. Behmard began her 25 year, 4-month association, as a salaried employee, with Chemeketa Community College in September 2000; and

WHEREAS, Sheeny L. Behmard gave dedicated service to Chemeketa Community College currently as an Instructor-Mathematics, Science, Technology, Engineering, and Math, and Academic Affairs Division,

BE IT RESOLVED, that upon her retirement date of December 31, 2025, the College Board of Education hereby honors and commends Sheeny L. Behmard for her loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

Separate Action-3
December 10, 2025

**RETIREMENT RESOLUTION NO. 25-26-11
NEAL H. BURNS**

WHEREAS, Neal H. Burns began his 36 year, 3-month association, as a salaried employee, with Chemeketa Community College in January 1983; and

WHEREAS, Neal H. Burns gave dedicated service to Chemeketa Community College currently as a Custodian I, Capital Projects and Facilities, and College Support Services Division,

BE IT RESOLVED, that upon his retirement date of December 31, 2025, the College Board of Education hereby honors and commends Neal H. Burns for his loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

Separate Action-3
December 10, 2025

**RETIREMENT RESOLUTION NO. 25-26-12
KAY BUNNENBERG BOEHMER**

WHEREAS, Kay Bunnenberg Boehmer began her 24 year, 4-month association, as a salaried employee, with Chemeketa Community College in September 1991; and

WHEREAS, Kay Bunnenberg Boehmer gave dedicated service to Chemeketa Community College currently as an Instructor-Art, Arts, Humanities, and Communications, and Academic Affairs Division,

BE IT RESOLVED, that upon her retirement date of December 31, 2025, the College Board of Education hereby honors and commends Kay Bunnenberg Boehmer for her loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

Separate Action-3
December 10, 2025

**RETIREMENT RESOLUTION NO. 25-26-13
PATRICK KEVIN WALTHER**

WHEREAS, Patrick Kevin Walther began his 19 year, 2-month association, as a salaried employee, with Chemeketa Community College in November 2006; and

WHEREAS, Patrick Kevin Walther gave dedicated service to Chemeketa Community College currently as a Procurement Management Analyst, Business Services, and College Support Services Division,

BE IT RESOLVED, that upon his retirement date of December 31, 2025, the College Board of Education hereby honors and commends Patrick Kevin Walther for his loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

Separate Action-3
December 10, 2025

**RETIREMENT RESOLUTION NO. 25-26-14
EARLENE COLEMAN**

WHEREAS, Earlene Coleman began her 26 year, 8-month association, as a salaried employee, with Chemeketa Community College in May 1999; and

WHEREAS, Earlene Coleman gave dedicated service to Chemeketa Community College currently as a Lead Mail Clerk, Auxiliary Services, and College Support Services Division,

BE IT RESOLVED, that upon her retirement date of December 31, 2025, the College Board of Education hereby honors and commends Earlene Coleman for her loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

Separate Action-3
December 10, 2025

**RETIREMENT RESOLUTION NO. 25-26-15
MICHAEL A. EVANS**

WHEREAS, Michael A. Evans began his 27 year, 2-month association, as a salaried employee, with Chemeketa Community College in November 1997; and

WHEREAS, Michael A. Evans gave dedicated service to Chemeketa Community College currently as a Dean of College Access and Student Life, College Access and Student Life, and Student Affairs Division,

BE IT RESOLVED, that upon his retirement date of December 31, 2025, the College Board of Education hereby honors and commends Michael A. Evans for his loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

Separate Action-3
December 10, 2025

**RETIREMENT RESOLUTION NO. 25-26-18
LORI ANN MCCAULEY**

WHEREAS, Lori Ann McCauley began her 17 year 7-month association, as a salaried employee, with Chemeketa Community College in June 2008; and

WHEREAS, Lori Ann McCauley gave dedicated service to Chemeketa Community College currently as a Program Coordinator-Customized Training, Chemeketa Center for Business and Industry (CCBI), and Workforce Innovation and Strategic Engagement Division,

BE IT RESOLVED, that upon her retirement date of December 31, 2025, the College Board of Education hereby honors and commends Lori Ann McCauley for her loyalty, dedication, and personal commitment to Chemeketa Community College.

Diane Watson
Board Chairperson

Jessica Howard
President/Chief Executive Officer

**APPROVAL OF CONTRACT AWARD FOR CONSTRUCTION MANAGER/
GENERAL CONTRACTOR (CM/GC) FOR BUILDING 7 RENOVATION**

Prepared by

P. Kevin Walther, Procurement Management Analyst
Aaron Hunter, Vice President/Chief Financial Officer

**CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CM/GC) FOR BUILDING 7
RENOVATION**

A Request for Proposal for a CM/GC for the Building 7 Renovation project was advertised on the college's Procurement Services website and in the *Daily Journal of Commerce* on October 8, 2025.

Nine Proposals were received and opened immediately following solicitation closing on November 13, 2025, at 2:00 pm, Local Time. The CM/GC firms who submitted Proposals were:

Balfour Beatty Construction, LLC dba Howard S. Wright, Portland, OR
Bremik Construction, Inc., Portland, OR
Fortis Construction, Inc., Portland, OR
In Line Commercial Construction Inc. dba INLINE, Aloha, OR
Lease Crutcher Lewis, Portland, OR
Pence Contractors, Lake Oswego, OR
Swinerton Builders, Portland, OR
Todd Construction, Inc., Tualatin, OR
Triplett Wellman, Inc., Woodburn, OR

All 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 background and history; project team; job understanding; project scheduling and coordination; sustainability; experience with projects of similar complexity and size; previous performance; price proposal; and Proposer presentations.

It is recommended that the College Board of Education approve the award of the contract for the CM/GC Services for the Building 7 Renovation, to Bremik Construction, Inc. of Portland, OR, the most responsive, responsible and highest ranked Proposer, contingent upon protests, if any, from unsuccessful Proposers, and successful contract negotiations.

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.

Appendix-2
December 10, 2025



Discover
Chemeketa
Community College
4000 Lancaster Dr. NE
Salem, OR 97305
chemeketa.edu



Building directory on reverse side

Appendix-2 December 10, 2025

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; Public Safety; 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 Pavillion; 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—2/173—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

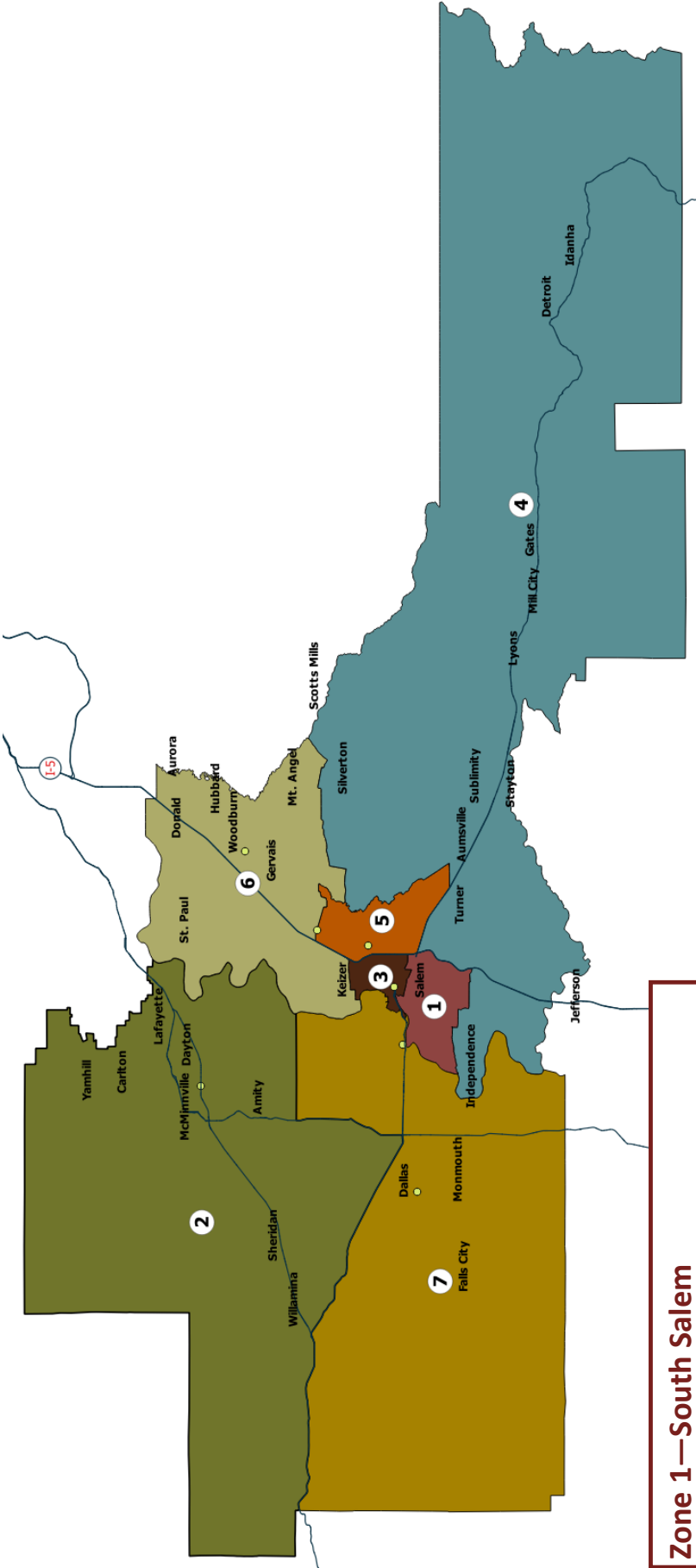
Lactation/Wellness Room

- 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**