

Oregon Coast Community College
Board of Education Business Meeting Minutes
Wednesday, June 16, 2021
Meeting ID: 933-0598-1424

At 6:00pm Dana Jenkins, Lincoln County Clerk administered the oath of office to re-elected Board members Alison Nelson-Robertson and Chris Chandler. Rich Emery has scheduled a date to appear in person at the county clerk's office to be sworn in.

Budget Hearing

A. CALL TO ORDER

Call to order and roll call. Chair Osterlund called the Public Meeting for Budget to order, and asked for roll call. Nancy Osterlund, Chris Chandler, Debbie Kilduff, Alison Nelson-Robertson, Jeff Ouderkirk, and Cliff Ryer were in attendance. Rich Emery was excused.

B. PUBLIC COMMENT

There was one public comment presented during the Public Budget Hearing:

Marion Mann, Adjunct Faculty and VP of the Faculty Union at OCCC. Mann stated that the College's bargaining union would like to establish a relationship with the OCCC Board. Presently she wants to inform the board that the OCCC faculty and classified union contract will be expiring this month and they will begin to engage in negotiations. Mann noted that her comments are being made at the budget meeting as she is uncertain as to any budget impact. Mann also stated that the Board had previously been informed by the President that the faculty workload calculation methodology was out of date. Mann's perspective is that not much progress has been accomplished on this task, but hopefully can be worked on. Mann thanked the board for their time.

C. BOARD DISCUSSION

None.

D. CLOSE OF BUDGET HEARING

There being no discussion, Osterlund ask to entertain a motion to close the budget hearing. Jeff Ouderkirk moved to close the budget hearing, Chris Chandler seconded, all were in favor. Osterlund adjourned the Budget Hearing at 6:06PM

Regular Business Meeting

A. CALL TO ORDER

a. Board roll call.

Chair Osterlund called the business meeting to order at 6:11pm. Roll call was taken at the Budget Hearing held immediately before the budget meeting, with no changes in Board member attendance.

b. Welcome.

President Ryslinge welcomed the OCCC staff in attendance, VPAA Robin Gintner, Dir. HR Joy Gutknecht, VPAS Dan Lara, Part-time faculty and Union Rep Marion Mann, Linda Mollino Retiring CTE Director, VPSA Andres Oroz, Dir. Facilities Chris Rogers, Dir. IT Spencer Smith, Fin. Aid Asst. and Union Rep Layton Spence, Dir. Development Andrea Spirtos and Exec. Asst. Kathleen Andrews.

c. Approval of Minutes.

Ouderkirk moved, Kilduff seconded the motion to approve both the BOE Budget Committee meeting minutes and the regular BOE business meeting held on May 19, 2021.

All in favor. **Motion Passed.**

d. Finalize agenda.

No changes.

B. COMMUNICATIONS

a. Written

None

b. Public comment on agenda items.

None.

C. COLLEGE REPORTS

a. President's Report

Ryslinge shared that OCCC Commencement was held on Friday, June 16, 2021, and was a creative and successful event. Forty-one associate degrees, 59 certificates and 9 GED completions were earned, a total of 109 awards given in a year that has been most challenging. Ryslinge shared her pride in the OCCC students, faculty and staff. This is the first class of OCCC as an independent accredited College. Ryslinge thanked Nancy Osterlund for her attendance and help in conferring of the degrees. It was announced at Commencement that the 2021 Friend of the College was Bud Shoemaker from the Port of Toledo. Ryslinge said she looks forward to OCCC Welding Program becoming a robust success for Lincoln County. In addition to Commencement, the Nursing Pinning Ceremony was held on Friday, June 16, 2021, with 21 nurses graduating the program, being the first OCCC nursing graduates, two of the students being from Tillamook Community College. (There was also a wedding proposal made and accepted). Ryslinge continued by thanking Linda Mollino for her dedication to building the OCCC Nursing Program for Lincoln County and for all her hard work in educating the 230 nurses that have completed the OCCC Nursing Program.

Ryslinge informed the board of a grant that Matt Fisher, Science faculty, was awarded through the Siletz Tribal Charitable Contribution Fund to purchase science equipment that allows for new courses to be offered.

Ryslinge informed the board about some outreach events happening for new students through Student Affairs. Students are being offered courses in multiple modalities, as the pandemic made it clear that students appreciate both face to face and being able to attend remotely.

Ryslinge covered several SBDC events that Dave Price is organizing for the small business community of Lincoln County. The Community Education term is scheduled to have its largest offerings ever many being held in person.

The Oregon Higher Education Coordinating Commission budget of \$703 million passed out of Ways and Means and final approval at that level is expected any day. Regarding new legislation coming out of the 2021 session, common course numbering and part-time faculty health insurance will have significant impact on community colleges..

b. Annual reports – Cleary Act (Crime) and Cyber Risk: Robin Gintner, VP

Gintner introduced Chris Rogers, Director of Facilities and Spencer Smith, Director of IT who will be reporting to the board about public safety and IT security, respectively. These annual reports to the Board are a requirement of an independent college receiving Title IV funds. The Cleary Act and Cyber Risk are just two of the informative reports that will be brought to the board annually.

Chris Rogers, Facilities Director began with a brief description of the Cleary Act and then explained the process of OCCC's reporting requirements. The College is required to disclose the statistics for the number of dating violence, domestic violence, sexual assault, and stalking incidents. In and adjacent to OCCC locations, including the new Welding Lab at Port of Toledo. It is also a requirement to implement preventative measures and trainings, around said crimes, as well as make an emergency response plan and to designate and train Campus Security Authorities (CSA) the reporting process and training. Rogers shared the crime statistics, and occurrences at OCCC sites remain low to none. This data is available on the college website.

Spencer Smith, IT Director went over the ever more sophisticated cyber-security risks and defense strategies employed by the college. Notable risk areas continue to be email phishing attacks and physical access. Smith shared the detection and defense mechanisms in place which are part of an overall response and security plan.

D. BOARD REPORTS

a. Foundation: Nancy Osterlund

Oregon Coast Bank of Toledo gave a scholarship to the welding program to help with materials. The Foundation provided food for the Celebrate Us event. An alumni association has been created and launched. Foundation Director Andi Spirtos presented each graduating student an OCCC pin and welcome note to the OCCC Alum Associate at commencement. The annual Foundation Board Retreat is scheduled for July 27th. with the majority of the retreat focused on finalizing a multi-year Development Plan. The Foundation newsletter *Rising Tide* will be issued on July 15th.

b. Oregon Community College Association Liaison: Rich Emery

None

c. Other Board Reports

Ryslinge shared with the board that she will be using intermittent leave time during the summer due to terminal illness of a family member in California. She assured the Board that between a very strong Executive Team and her remote work at these times, oversight and progress of the college will not be impacted.

E. INFORMATION AND DISCUSSION ITEMS

a. Update on the 2021-2022 Approved Budget: Robin Gintner.

Gintner shared the summary of the approved appropriations and gave a brief explanation of adjustments made since the May meeting.

b. Retreat Date

Osterlund asked to have the Executive Assistant send out dates and board members can respond with their availability.

c. OCCC Foundation Agreement update.

Andi Spirtos addressed the Board and explained two of the changes being made to the OCCC Foundation Agreement, one being the title of the director and the other the agreement review date be changed to bi-annual

rather than annual. Kilduff moved to approve the changes to the OCCC Foundation Agreement, Nelson-Robertson seconded the motion. All were in favor. **MOTION PASSED.**

d. Textbook Affordability Plan: Linda Mollino

Mollino explained that HB2213 requires that each community college and public university shall establish a Textbook Affordability Plan. OCCC faculty, staff, and students were involved in creating the plan. Mollino shared the goals established and feels it is very aggressive and with resources and training the College will be able to accomplish the plan.

F. ACTION ITEMS

a. Nelson-Robertson moved to approve Budget Resolution 2021-06-01, Kilduff seconded the motion. Roll call was taken, all were in favor. **Motion passed.**

b. Chandler moved to approve Budget Resolution 2021-06-02, Nelson-Robertson seconded the motion. Roll call was taken, all were in favor. **Motion passed.**

G. ANNOUNCEMENT OF FUTURE MEETING – the next Board of Education Business meeting will be held on Wednesday, July 21, 2021, at 6:00pm via Zoom.

H. ADJOURNMENT at 8:22pm.

OCCC Board meetings are held in accordance with open meeting laws and with accessibility requirements. If a person with a disability needs assistance to participate in a meeting, please notify the President's Office at (541) 867-8532 at least 48 hours in advance. A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance.

Minutes submitted by: Executive Assistant, Kathleen Andrews

Approved by:

Birgitte Ryslinge, PhD
Clerk of the Board