

Oregon Coast Community College Board of Education Meeting  
Minutes

Wednesday, April 27, 2016 at 6:00 PM  
OCCC Central County Campus  
400 SE College Way, Newport, OR 97366

## A. CALL TO ORDER

Chairperson Chris Chandler called the meeting to order at 6:39 PM.

a. BOARD ROLL CALL

Board of Education members present: Chris Chandler (Chair), Richard Emery, Alison Nelson-Robertson, Nancy Osterlund, Jeff Ouderkirk, and Clifford Ryer (Vice-Chair). Debbie Kilduff was excused.

b. WELCOMES

c. APPROVAL OF MINUTES

Ouderkirk proposed and Ryer seconded a motion to approve the minutes of the March 16, 2016 Board of Education meeting. All voted in favor. **MOTION PASSED.**

d. FINALIZE AGENDA

Ryslingle announced that with Kilduff's absence, the OCCA liaison report and OCCA April digest would be tabled.

## B. COMMUNICATIONS

a. WRITTEN

Ryslingle told the Board that she had received a thank you note from C.J. Drake, Georgia Pacific's Communications and Public Affairs Manager. He and his regional supervisor, Randal Morris, visited with the president and Board Chair on April 22, 2016. Ryslingle said it was a very productive meeting. Morris, who was visiting from Georgia has a significant background in workforce education and was very interested in OCCC's plans for growth. Because of its aging workforce Georgia Pacific (Morris) is interested in working with OCCC to develop such trainings as pre-engineering, automation, and safety.

b. PUBLIC COMMENT ON AGENDA ITEMS

None.

c. OCCA APRIL DIGEST

The digest is available and any questions can be addressed at the May meeting.

## C. COLLEGE REPORTS

### a. PRESIDENT'S REPORT

Ryslinge announced the name of OCCC's mascot, the shark "Waverly." Months ago, OCCC turned to the community for help in naming the shark. OCCC received most suggestions via social media but a few letters were received as well. Because one elementary school class took the time to submit names (and even draw pictures) Ryslinge informed the Board that she and Waverly would be visiting the students this May. Escorting Waverly and Ryslinge will be Waverly's new minder, Lucinda Taylor, also known as OCCC's Director of Advancement. The Lincoln County community is already requesting visits from Waverly. Waverly appeared at Oregon Coast Aquarium's *First Annual Easter Egg Hunt by the Sea* on March 19, an event to benefit Lincoln County's Homeless Education & Literacy (HELP) program. Community members may contact Taylor to request future bookings. The possibility of Waverly appearing in Newport's Loyalty Day parade was discussed.

Ryslinge directed the Board to other news within the report including:

**Grants** – OCCC has been awarded approximately \$360,000 in grants for the 2015-17 Biennium. The funding will support OCCC's student success initiatives.

**Capital Construction** - OCCC's building proposal was placed in the 9<sup>th</sup> position on the state Tier I priority list.

**Bidding Farewell** – financial aid specialist Hallie Price is moving on to a job at Oregon State University after four years at OCCC.

**Learning Management System** – OCCC will adopt the *Canvas LMS* for distance learning, replacing *Moodle* effective July 1, 2016.

**Portland Community College Accreditation Review Team Visit** - As part of the periodic review inherent in OCCC's contracting relationship with PCC for accreditation, there was a successful visit from a team of PCC staff on March 31 and April 1<sup>st</sup>. Ryslinge thanked the Board members who participated in the visit and said that the PCC team indicated that they were impressed with the work OCCC has been doing.

**Spring In-Service** - was held April 8<sup>th</sup>. A spring-term in-service will join the fall in-service as a regular occurring OCCC professional development event for all OCCC faculty and staff. Topics this spring included student success, the new CORE data relationship with Linn Benton and access to institutional data, Achieving the Dream, and required training on understanding the trauma of sexual assault along with mandatory child abuse reporting,

**OCCC Foundation** – until May 2, the Foundation is accepting scholarship applications for the 2016-17 academic year. New "Giving Principles" have been adopted by the OCCCF: scholarship recipients must have a minimum GPA of 2.0 and the minimum/maximum awards will be \$500/\$1500 per quarter respectively.

### b. CoFO FINANCE REPORT

The CoFO reported that overall college revenues are currently 11% above budget while Personnel and Materials and Services expenditures are 10% under budget.

**Tuition and Fees** – On track, and growth in other areas has compensated for the enrollment losses experienced at the end of the Expanded Options program.

**Supplemental Budget** – a supplemental budget may be needed to align imbalances among some accounts including, Personnel, Materials and Services, Bookstore sales, Unemployment benefits, etc.

c. PROGRAM FOCUS: AQUARIUM SCIENCE, DIRECTOR CHRIS SPAULDING

Program Director Chris Spaulding greeted the Board members noting that it had been a year since he last provided an update on the Aquarium Science program (AQS). Efforts to grow the program through more national exposure has been successful: applicants to the program are up (31 – the highest number to date) and 27 students are currently enrolled in the program. AQS students continue to prepare for jobs in the aquaria and ornamental fish industries. This year three students presented at the Regional Aquatics Workshop (RAW) in New Orleans. In February, nine members of the National Visiting Committee (mostly aquarium managers) were at OCCC to review the AQS program and to offer AQS students professional development opportunities (networking, mock interviews, etc.) Of the eleven students who graduated from the program 2015, ten have gained employment in the field. To close his presentation, Spaulding displayed an impressive list of student internship placements.

## D. BOARD REPORTS

A. FOUNDATION LIAISON: ALISON NELSON-ROBERTSON

Nelson-Robertson informed her fellow Board members that she would like to step down as Foundation liaison because she's been finding it difficult to attend meetings during day-time work hours. She added that she hopes another Board member would be able to step into the role now that the frequency of the meetings has been reduced to one meeting bi-monthly from 9:30 to 11:00 AM.

B. OCCC LIAISON: DEBBIE KILDUFF

The OCCC Liaison report was tabled until May.

c. PCC VISIT TO OCCC

Ryslunge had nothing additional to add on this topic, but the some Board members commented that the PCC team was very gracious during the morning meetings and continued on that way into the evening.

d. MAY 11 CEO EVALUATION WORKSHOP: CHRIS CHANDLER

Chandler announced that the CEO evaluation workshop that was cancelled due to inclement weather in March, has been rescheduled for May 11<sup>th</sup> at 6:00 PM. She encouraged all Board members to attend. Community members have also been invited to attend the workshop at no cost.

e. OTHER?

No additional reports were made.

## E. INFORMATION AND DISCUSSION ITEMS

A. BOARD SELF-EVALUATION (GISS: GOVERNANCE INSTITUTE FOR STUDENT SUCCESS)

Ryslinge reminded the Board of the opportunity to attend the institute being held in Bend, Oregon at the end of June. She added that all Board members, whether or not attending the GISS, will be asked to complete a self-evaluation. Ryslinge directed the Board's attention to last year's assessment. She asked the Board to review it, to contact her if clarification is needed, and to watch their email for the official survey link.

#### B. 2016-17 BUDGET

- i. **Calendar:** Ryslinge introduced the calendar for this year's budget process and discussed how it is slightly different from last year's.
- ii. **Training:** A separate meeting date for training will not be scheduled this year as the majority of budget committee members are returnees and a refresher (in the form of a handout of PowerPoint slides) will be provided to each member with the offer, if desired, of one-on-one training.
- iii. **Committee:** The 2016 Committee has two changes: (1) John Crawford will now be representing Zone Six and (2) new member Jerry Pryor will represent Zone Four. Once approved, Ryslinge informed the Board that the Committee members would be contacted to confirm their appointments.

#### C. PROPOSED USE OF OCCC PARKING LOT

There was no further discussion of this topic

### F. ACTION ITEMS

- a. Adopt proposed 16-17 budget calendar-  
Nelson-Robertson proposed and Osterlund seconded a motion to approve the *Oregon Coast Community College 2016-2017 Budget Calendar* as submitted. Four voted in favor and one abstained. **MOTION PASSED.**
- b. Approve Student Fee Increase for 2016-17-  
Osterlund proposed and Emery seconded a motion to approve the *Oregon Coast Community College FY 2016-17 Proposed Fees* as submitted. All voted in favor. **MOTION PASSED.**
- c. Response to proposal regarding the use of the OCCC parking for South Beach Church permitting-  
Ouderkirk proposed and Nelson-Robertson seconded a motion to deny the proposal from South Beach Church. All voted in favor. **MOTION PASSED.**

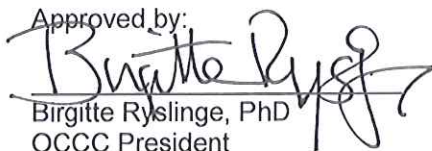
### G. ADJOURNMENT

Chairperson Chandler adjourned the meeting at 7:53 PM.

The next regularly scheduled meeting of the OCCC Board of Education will be held May 18, 6:00 PM at the OCCC Central Campus, 400 SE College Way, Newport, OR 97366.

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*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) 867-8530 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.*

Approved by:  
  
 Birgitte Ryslinge, PhD  
 OCCC President