

**Oregon Coast Community College
Board of Education Meeting Minutes
Wednesday, August 15, 2018
OCCC South County Campus
3120 Crestline Drive, Waldport, OR 97394**

A. CALL TO ORDER

Chair Debbie Kilduff called the meeting to order at 6:00pm.

a. Board Roll Call

Board of Education members present: Chris Chandler, Richard Emery, Debbie Kilduff, Jeff Ouderkirk, Cliff Ryer. Late arrival: Alison Nelson-Robertson. Excused: Nancy Osterlund

b. Welcomes.

OCCC faculty and staff present: Linda Mollino, Dan Lara, Robin Gintner, Cindy Carlson.

c. Approval of Minutes.

Ouderkirk proposed and Chandler seconded a motion to approve the minutes of the June 20, 2018 OCCC Board of Education meeting minutes and the Executive Session minutes with minor typo corrections noted by Ouderkirk and Chandler. 4 in favor, 1 abstain.

MOTION PASSED.

d. Finalize Agenda.

No changes to the agenda.

B. COMMUNICATIONS

a. Written.

Letter from the NWCCU announcing OCCC's advancement to Candidacy.

b. Public Comment on Agenda Items.

None.

C. COLLEGE REPORTS.

a. President's Report.

Ryslinge shared some highlights of the President's Report, featuring OCCC's achievement of NWCCU Candidacy, the last stage prior to independent accreditation. Waverly participated in many summer parades and other activities. Student Services organized student outreach events including Shark Bytes New Student Orientation, and high school visits to OCCC. Ryslinge informed the board of enrollment stats for summer 18-19 & Fall Term 17-18. There was an increase in enrollment for summer courses. Enrollment is up 10+% for Fall Term. 28 new Oregon Promise students for this new school year.

b. Technology and Cybersecurity Update.

Ryslinge updated the board about the new hardware and software upgrades to OCCC IT systems the Palo Alto Firewall and Malwarebytes. Both upgrades are providing administration with very valuable data regarding threats to the network. Training for staff and students about phishing

with a phishing awareness campaign will take place in October. Ryslinge discussed the fiscal impact of cybersecurity to the college and how Cyber Insurance covered some costs of the incident in June. Ryslinge has asked the IT department to prepare a Cybersecurity and IT enhancement plan.

c. OCCA Board Policy Services.

Ryslinge reminded the board about the goal to update board policies, one third every year. To help with this OCCC has signed on for a board policy service through OCCA, it is a three-year contract. The service provides templates for best practices for board and administrative policies. The templates are cross walked with NWCCU standards, Oregon Statute, and other compliance regulations. Ryslinge mentioned the current board policies will be re-numbered to adjust to the template numbering to make it easier to update.

D. BOARD REPORTS.

a. Foundation Liaison: No report.

b. OCCA Liaison: Ryslinge informed the board that OCCA has completed the interview process for an Executive Director and unanimously agreed upon their selection. They are currently in the final stages of negotiating a contract. New Executive projected to begin in October.

c. Jeff Ouderkirk shared with the board the outstanding contribution Dan Lara provided at the Celebration for Life for Edward Van Aelstyn. What Dan said about Van's contribution to the Community College was important for others to hear.

E. INFORMATION & DISCUSSION ITEMS

a. Accreditation Update: Candidacy and next steps.

Ryslinge informed the board that the college will have immediate benefits with our advancement to candidacy, one of them being able to apply for Federal Title 3 funds. Ryslinge explained the next steps to independent accreditation will include an interim evaluation Fall 2019. It can be requested of the NWCCU that this evaluation be for OCCC's independent accreditation rather than continuation of Candidacy. Ryer asked if the schedule is based on the idea of accreditation being transferred over or a brand-new accreditation. Ryslinge explained it is both, OCCC has been operating independently on many items as well as being coupled with PCC. Emery asked for clarification about the time line required for Independence. Ryer asked if there is a downside to requesting the evaluation be for independence. Ryslinge responded yes, financially, if the evaluation comes back and we are not ready, the expense associated with the visit is about \$20,000. OCCC cannot reapply for one year. Ryslinge explained she will develop a two-fold potential path if we were to apply in 18 months vs three years. Currently we are scheduled for a candidacy mid-term evaluation and we will be evaluated Fall 2019. In late Spring 2019 we can request an interim evaluation, or a request to be considered for independence. Ryslinge reminded the board of the projects currently underway and the work involved to accomplish an 18-month time line – there are 5 NWCCU recommendations to address and fully meet the standards, ERP migration, new MOU with PCC and to decouple from PCC and replace PCC services. Ryslinge is not making a prediction but is comfortable saying independence should not take us five years.

Ouderkirk asked for clarification on computer systems capability of handling the decoupling. Ryslinge confirmed the new ERP will handle this process, also there is a possibility of partnering with other colleges. Chandler commended the President and her staff for the huge amount of work accomplished to get the college this far.

b. Retreat Topics.

Ryslinge reminded the board the retreat date is Saturday, September 15th at 9:00am. The board self-evaluation has been happening in even number years and we need to do it again this year. The instrument we used before was part of a larger package provided through student success and OR is no longer participating in this program. Ryslinge will put together potential questions and send them around to ensure the questions are meaningful to the board. Nelson-Robertson asked if NWCCU had a best practice for board evaluation. Ryslinge answered they did not. Ryslinge will attempt to mimic the previous package. Kilduff asked about training for cybersecurity. September's meeting will include the board members getting set up with the new email addresses.

c. Waldport Property.

Ryslinge reminded the board about a piece of property the college owns in Waldport. The City of Waldport contacted the college and asked to enter into a non-binding negotiation agreement with the college to explore the possibility of them either leasing or acquiring the property in some way.

d. Foundation and BOE Interface processes

Will be addressed at the September OCCC BOE meeting.

F. ACTION ITEMS

- a. Chandler made a motion to Authorize the OCCC President to enter a non-binding exploratory agreement with City of Waldport, Ouderkirk seconded. All in favor. MOTION PASSED.

- G.** The next regularly scheduled meeting of the OCCC Board of Education will be held Wednesday, September 19, 2018 at the Central County Campus, 400 SE College Way, Newport, OR 97366

H. ADJOURNMENT.

Board Chair Debbie Kilduff adjourned the meeting at 7:16pm

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.

Minutes submitted by: Executive Assistant, Kathleen Andrews

Approved by:

Birgitte Ryslinge, PhD
Clerk of the Board