

**OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION MEETING MINUTES**

OCCC North County Center, 3788 SE High School Drive, Lincoln City, OR 97367

Wednesday, March 21, 2018

6:00 PM

A. CALL TO ORDER

Vice-Chair Nancy Osterlund called the meeting to order at 6:01pm

a. Board Roll Call

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

b. Welcomes

OCCC Staff; Linda Mollino, Cindy Carlson, Robin Gintner, Dan Lara, Dave Price, Alberto Flores. Lincoln City Resident, Dick Anderson. Joan Brown, reporter from Newport News Time.

c. Approval of Minutes

Emery moved to approve, and Nelson-Robertson seconded the approval of the February 21, 2018 OCCC BOE meeting minutes. 5 in favor, 2 abstain. **MOTION PASSED**

d. Finalize Agenda

No changes to the agenda.

B. COMMUNICATIONS

a. Written

None.

b. Public Comment

None.

D. COLLEGE REPORTS

a. President's Report

Ryslinge summarized the Accreditation Mock Visit by Portland Community College. PCC agreed we fully meet the eligibility requirements and substantially meet the standards. It was conducted as similar as possible to a NWCCU evaluation committee visit. They gave us useful feedback as to how we should present ourselves to the NWCCU committee. Ryslinge reviewed the current standing of our replacement of the ERP. A team of eight from OCCC went to Columbia Gorge Community College for a day long demonstration of the current front-runner among the proposers. Rogue has set June 30, 2020 as the deadline for the use of SharkNet. The process of migration is easily a twelve-month process. The selection of a new

ERP will impact the new budget proposal. The more we continue with the research we get a clearer vision of the costs of migration. Ryslinge spoke of the commencement speaker for Commencement in June. The Governor has been asked, although has not committed at this time. Ryslinge asked the board if they would consider who they knew that could be someone we could invite to speak. The date of commencement is Friday, June 15th 6-7:30 at the PAC.

b. Finance and Operations Report

Gintner informed the board this month's report is not much different from last month's report. Gintner reviewed and summarized the current budget. OCCC received the first payment from the Meyer Memorial Trust Grant that is in the Special Revenue Fund. Debt Service Fund is leveling off with property taxes. The last of the property taxes will come in May and the principle and interest payments will be made in June. The bookstore's revenue has improved with 3% under budget.

D. BOARD REPORTS

a. Foundation Liaison: Nancy Osterlund

Osterlund informed the board that the Foundation has received 67 scholarship applications. The committee will be complete with award recommendations on April 19th. Pearls of Wisdom is scheduled for Saturday, May 19th. The tickets will be \$100 each.

b. OCCA Liaison: Richard Emery

Emery shared with the board a summary of the most recent OCCA meeting held last month in Astoria. John Wycoff has been approved as an interim director of OCCA until a new director can be hired. OCCA 2018-2019 budget was approved with an increase in membership fees. OCCC dues payment will raise from \$474 to \$546.89 next year. John Wycoff gave a report of the most recent legislative decisions. Birgitte was elected to be the OCCA Treasurer for the next year and will help transition when the new director is hired. Katie Archibault reported out information from the federal legislature about Higher Education Act.

d. Other Board Reports

None.

E. INFORMATION & DISCUSSION ITEMS

a. Board Preparation for Candidacy

Ryslinge requested the attendance of the board members at the breakfast with the NWCCU evaluators on Monday, April 9th at 7:30am, as well as the Board Forum on Tuesday, April 10th at 3:30pm. Ryslinge asked that the board members RSVP to the EA their attendance at these meetings. Ryslinge summarized the steps the college has taken to get this far in the accreditation process. The board was informed of the process the eight evaluators will adhere to during the three-day visit. Ryslinge explained that the committee will have an exit meeting and will summarize their findings, then they will submit a report to the commission and in

June the commission will give an official decision on the candidacy status of the college. Ryslinge specifically spelled out the Board's role in accreditation and shared the evidence supporting their role.

c. Educational Services Migration Plan

Ryslinge explained the Educational Services Migration Plan to the board, and how the college has begun the process of migration already. The library has been completed and Student Services has been working on getting as far as possible. Once the college gets on the new ERP it will assist with the migration of processes from PCC. Emery asked Ryslinge to further explain the migration plan for the business office. Ryslinge stated that the major change will be the independent processing of federal financial aid funds for students. Colleges are held accountable for the loan default rate of their students, and this will be an important number for the Board to track once OCCC is independent. OCCC's student default rates are embedded into PCC and prior institutions. OCCC is already developing strategies to mitigate loan default, which is essential to the welfare of students, and the College. Discussion ensued about the student default rate and the college's plan to address.

d. Mission Fulfillment Scorecards

Dean of Academics and Workforce Dan Lara presented the Core Themes Mission Fulfillment Scorecard for 2018. Dean Lara shared the methodology, and the results. President Ryslinge noted that going forward, rather than sharing various data results at Board meetings throughout the year, a regular annual presentation (typically in the Spring) that encompasses the scorecards and other data points relevant to mission fulfillment.

F. ACTION ITEMS

- a. Ouderkirk proposed, and Nelson-Robertson seconded the motion to accept the 18-19 Tuition Increase recommendation from President Ryslinge. All in favor. **MOTION PASSED.**
- b. Chandler proposed, and Nelson-Robertson seconded the motion to accept the Revised Board Policy 660: Student Tuition and Fees. All in favor. **MOTION PASSED.**

G. ANNOUNCEMENT OF FUTURE MEETING:

The next regularly scheduled meeting of the OCCC Board of Education will be held on Wednesday, April 18th at 6:00pm at the OCCC Central County Campus 400 SE College Way, Newport, OR 97366

H. ADJOURNMENT

Chair Kilduff adjourned the meeting at 7:39pm.

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.

Submitted by: Kathleen Andrews, Executive Assistant

Approved by:

Birgitte Ryslinge, Ph.D.
Clerk of the Board