

**Oregon Coast Community College
Board of Education Meeting Minutes
Wednesday, December 12, 2018
OCCC Central County Campus
400 SE College Way, Newport, OR 97366**

A. CALL TO ORDER

Chair Debbie Kilduff called the meeting to order at 6:02pm.

a. Board Roll Call

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

b. Welcomes.

OCCC faculty and staff present: Dan Lara, Linda Mollino, Joy Gutknecht, Cindy Carlson, Robin Gintner, Larry Boles, Marion Mann. Guests: Mr. Osterlund.

c. Approval of Minutes

Nelson-Robertson proposed Chandler seconded a motion to approve the minutes of November 28, 2018 OCCC BOE meeting. All in favor. **MOTION PASSED**

d. Finalize Agenda

Ryslingle informed the board about a sentence added to Item F.a. BP 2310.

B. COMMUNICATIONS

a. Written

None.

b. Public Comment on Agenda Items

Marion Mann, PT Faculty member signed in to comment on a non-agenda item. Marion spoke for five minutes to the board about faculty contract negotiations.

C. COLLEGE REPORTS

a. Aquarium Science Program Update – Presented by Larry Boles, Manager of Aquarium Science Program

Boles updated the board with enrollment statistics, currently 23 students, 12 are new - 9 are from Oregon. Enrollment is slightly down this year. The AQS students are on track for either a one-year certificate degree or a two-year track for an associate degree. Historically 50% of students return with their four-year degree for the certificate program. This year every applicant was accepted into the program. The outreach to high schools with marine science curriculum is increasing to return us to a state of more robust applicant pools. Boles just returned from a high school in Connecticut with a rigorous marine science program. Students from Lincoln County schools visit the college and get to tour the aquarium science building and meet with

current students and aquarists. Boles will participate in an ocean careers fair at the Seattle Aquarium next month. First time in many years a community education course was taught in the aquarium science building to help raise awareness in the community about the AQS program. Boles has been working to build relationships with vendors that support the program with in-kind donation and financial donations for student travel as the College does not have resources to send students to national meetings. Boles shared with the board news of an AQS graduate from Philomath who started his own company then sold the company and now works as a consultant to the largest food source in the aquarium industry and has sponsored two students to travel to national meetings and has made in-kind donations. There are three part time staff who work in the AQS building. The program experienced some staff turnover and Hatfield supplied interim staff members while the search for new aquarist took place. All three AQS staff are graduates of the program. 100% of the 2018 Graduates – are currently employed in the industry.

b. President's Report

Ryslinge shared with the board October 16-18, 2019 has been confirmed for the NWCCU visit for independence. The College self-evaluation report will be due six week before the visit. Ryslinge updated the board on Gintner's recommendation to continue relying for Financial Aid resources with PCC for at least the next 18 months while the Campus Nexus project is underway, and until independent accreditation has been officially earned. It has been verified with NWCCU that relying upon another financial aid provider (PCC or others) will not interfere with our goal of independence. Ryslinge told the Board about the current happenings with the Juntos program. Ryslinge notified that board that financials are tentatively scheduled to begin in January – depending upon the final report of the auditors. Ryslinge reported to the Board that transition plan for the Director of Advancement position. Ryslinge shared with the board an update on the Education Pathway, and statistics for OCCC's queries on Google.com.

Ryslinge shared with the board as well as the guests that there is great respect for the faculty that teach at OCCC and the work they do for OCCC students. Ryslinge reminded the board on the process of the current collective bargaining environment and the board policy and Oregon law that requires that the President must work through the collective bargaining process regarding working conditions including compensation. There are laws and rules that apply to collective bargaining on how administration handles information. There are times when not offering an alternative perspective seems awkward, but the College is unable to do so while during collective bargaining negotiations. Board policy also provides for an update in this matter to be made during an executive session.

D. BOARD REPORTS

a. Foundation Update: Nancy Osterlund

Osterlund reported on the Foundation board meeting held Tuesday, December 11th. Osterlund reminded the Board of Lucinda Taylor's farewell lunch on Thursday, December 20th from noon-1pm at the Newport Campus. Osterlund informed the board that Angela Nebel has been contracted to organize the Foundation's Spring Campaign; Pearls of Wisdom. Osterlund updated the board on two new foundation board members.

b. OCCA Update: Richard Emery

Emery provided a written report that was provided to the board members.

c. Other Board Reports

None.

E. INFORMATION AND DISCUSSION

a. New Board Policy, First Read (See page 2 of Agenda)

Ryslinge brought the board up to date on the process and current status of the review of the board policies in relation to the OCCA recommended board policies. Chandler read through the new policies and shared corrections/changes.

- BP 2110 Vacancies on the Board of Education
- BP 2210 Board of Education Officers
- BP 2305 Annual Organizational Meeting
- BP 2315 Closed/Executive Sessions
- BP 2330 Quorum and Voting
- BP 2350 Speakers
- BP 2360 Minutes
- BP 2410 Board Policies and Administrative Procedures
- BP 2431 Selection of the [CEO]
- BP 2432 Administrator in Charge and Acting President
- BP 2435 Evaluation of the [CEO]
- BP 2710 Conflict of Interest
- BP 2715 Code of Ethics/Standards of Practice
- BP 2716 Board of Education Political Activity
- BP 2720 Communications Among Board of Education Members
- BP 2735 Board of Education Member Travel
- BP 2745 Board of Education Self-Evaluation

F. ACTION ITEMS, approval of Board Policies presented in November.

a. Chandler made a motion to Rescind Prior and Approve New or Revised Board Policies, Ouderkirk seconded all in favor. **Motion Passed.**

- BP 1100 The Oregon Coast Community College
- BP 1200 College's Mission (Replaces 110)
- BP 2010 Board of Education Membership (replaces 201)
- BP 2100 Board of Education Elections (replaces 209)
- BP 2200 Board of Education Duties and Responsibilities (replaces 203, maybe 220)
- BP 2310 Regular Meetings of the Board of Education (replaces 210)
- BP 2340 Agendas (Replaces 207)
- BP 2345 Public Participation at Board of Education Meetings (Replaces 206)
- BP 2430 Delegation of Authority to the [CEO] (Replaces 250 and 255)
- BP 2725 Board of Education Member Compensation (Replaces 204)

b. Nelson-Robertson made a motion to Authorize the President to Implement Technical Fixes to update Board Policies, Chandler seconded the motion. All in favor. **Motion Passed.**

G. ANNOUNCEMENT OF FUTURE MEETING: The next regularly scheduled meeting of the OCCC Board of Education will be held 6:00pm Wednesday, January 16, 2018 at Central County Campus, 400 SE College Way, Newport, OR 97366

H. ADJOURNMENT

Kilduff adjourned the meeting at 7:29pm

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

DRAFT