

Oregon Coast Community College Board of Education Meeting  
Minutes

**Wednesday, November 16, 2016 at 6:00 PM**  
OCCC North County Center  
3788 SE High School Drive, Lincoln City, OR 97367

## A. CALL TO ORDER

Chairperson Kilduff called the meeting to order at 6:25 PM (following Executive Session).

### a. Board Roll Call

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

### b. Welcomes

Dan Lara, new OCCC Dean of Academics and Workforce, was asked to say a few words. He told the Board that his childhood career goal of becoming a superhero (with tights and cape) morphed into a career in education where, through teaching and working directly with students, he has had the opportunity to change the world – if not save it. He said how pleased he is to now be a part of the OCCC leadership team and complimented its (and the President's) dynamism.

### c. Approval of Minutes

Osterlund proposed and Nelson-Robertson seconded a motion to approve the minutes of the October 19, 2016 Board of Education meeting. All voted in favor. **MOTION PASSED.**

### d. Finalize Agenda

No changes made.

## B. COMMUNICATIONS

### a. Written

Ryslingle presented a note from the NHS FAN group (*Newport High School Funding Academics Now!*) thanking the College for hosting its fourth Annual Community Spelling Bee in the Newport Commons. The spelling bee is a fundraiser for academic programs at Newport High School, and for the first time, a team of OCCC staff participated. Ryslingle also presented a ½ page Newport News Times newspaper article highlighting OCCC's craps class offered for the first time this fall, and distributed several copies of the Oregon Higher Education Strategic Plan.

### b. Public Comment on Agenda Items

None.

## C. COLLEGE REPORTS

### a. President's Report

**Community Engagement:** The Donor/Scholar Reception was held November 14 and was a great success. Ryslingle thanked Kilduff and Osterlund for attending and mentioned that most of the

Foundation Board was also in attendance. Ryslinge reported that the OCCC Foundation (started in 2000) has now awarded over \$1 million in scholarships and that during the last round of awards, 75% of students who applied were funded at one level or another.

The OCCC Foundation's long-running Williams Lecture Series is scheduled for December 1<sup>st</sup> when Manuel Padilla will present *The Space Between Us: Immigrants, Refugees, and Oregon*. Padilla's presentation is co-sponsored by Oregon Humanities.

The Lincoln County panels of The AIDs Quilt will be on display in the OCCC Library from November 28 through December 1 (World AIDs Day). A 2016 proclamation on World AIDs Day is also scheduled to be adopted by the Lincoln County Commissioners.

Ryslinge also briefly reported on other community events: The 7<sup>th</sup> Annual Community Spelling Bee and Costumepalooza 2016 (staff/faculty potluck/costume party).

**Small Business Development Center:** Ryslinge asked SBDC Director Dave Price to share the center's performance statistics. Price reported that by the end of the year the Center will have spent over 800 hours working with its clients, helping them to increase sales by \$176,000, to launch three new businesses, and to create or retain 59 jobs.

**Community Education:** Ryslinge talked of the success of the new brewing class, and invited the Board to look forward to an enhanced Winter term Community Education lineup which will include more classes scheduled at the Waldport Center.

**Student Success:** OCCC is now a member of the Oregon NASA Space Grant Consortium, a state-wide network of universities, colleges, museums, researchers, etc. Matthew Fisher, OCCC's lead Science faculty was instrumental in helping OCCC and its students gain membership which will bring additional scholarship opportunities and scientific research projects to the campus.

Ryslinge directed the Board to the full President's report for more campus news and activities.

## b. Finance and Operations Report

The CoFO began with the disappointing news of the failure of Oregon Measure 97. She added that this will create challenges for all College budgets. In anticipation of the state process, the CoFO is working on creating scenarios based on: (1) receiving same or similar funding as last year and (2) receiving reduced funding. She mentioned that Budget forums will be scheduled at the point when the state budget picture is clearer.

Auditors came to OCCC to complete their field work, but the books are not yet closed and financial reports for the Board will not be available until the 15-16 audit is complete.

The CoFO added the biggest budget news regards the eventual discontinuation of RogueNet (OCCC's "SharkNet") which is the central application software that handles student information, course information, and financial information, along with all transactions related to those areas. RogueNet was developed by Roque Community College and has been the information system for a five college consortium. The consortium, to which OCCC belongs, will be shopping for a new system, which will be a sizeable investment for the college which we will have to fund ourselves. CCWD, under HECC (Higher Education Coordinating Commission) will assist the consortium with vender recommendations and the RFP process. Ryslinge added that this purchase will be the most significant made by the college over the

next few years and that the CoFO will need to budget for it. The timeline (from selection of vender to implementation) could take up to five years. Kilduff asked if this process will complicate OCCC's efforts toward accreditation. Ryslunge responded no, that the current system will still be in place when we file for the next level of Candidacy, and that the transition to a new system will occur during the candidacy phase. A stronger more robust system (RogueNet has had some challenges) will actually strengthen OCCC's work along the path to independence.

#### **D. STUDENT SUCCESS**

Linda Mollino, Director of Health and Human Services narrated a photo-heavy PowerPoint presentation highlighting the activities and successes of the Health and Human Services programs. She shared the following data:

##### **OCCC Nursing Assistant Program**

- Graduates: 92
- OSBN Certification: 88%
- Employment: 85%
  - Avamere Rehabilitation Center of Newport; SPCH; SNLH and GSRMC; and out of area
- Moved onto OCCC Nursing Program: 14
- Moved onto the OCCC Medical Assistant Program: 2

##### **Emergency Management Services (EMS) Program (2003-2016)**

- Graduates 2003-2012: 75
- Graduates since 2013: 30
- Certification: State and National
- Employment: Part and Full Time: Local Rural Fire Districts; Pacific West Ambulance; and Samaritan Health System (Emergency Room Technician)
- Plans: Advanced Emergency Technician Certification Winter 2016

Mollino also discussed the future of OCCC's nursing program. Although she described it as a very solid and successful program as is, Mollino and her staff are exploring the process of transitioning to a new curriculum in order to meet the membership requirements of the Oregon Consortium of Nursing Education (OCNE). Joining the OCNE will open even more doors for OCCC nursing students (OHSU in particular) as they move on towards bachelor degrees (BSN programs) and advanced nursing degrees.

Also brought to the Board's attention was the aging of the OCCC Nursing faculty at OCCC and throughout Oregon. Mollino commented that most of her faculty (including herself) will be eligible to retire in the next five years. The hiring of nursing graduate Shari Miller to a clinical instructor position while she completes her BSN program, is a move in the right direction, but additional staffing will need to be considered before too long.

Due to the high number of homeless youth in Lincoln County (approximately 900 between the ages of 8-18) Mollino stressed the great importance of OCCC partnering with the Lincoln Co. School District and The School Project in the annual Hygiene Drive. SNO (Student Nursing Organization) raised 1,578 pounds of essential supplies this year.

Mollino also updated the Board on the Medical and Nursing Assistant programs and mentioned that the newly approved Advance EMT (Emergency Medical Technician) program will start this winter and spring to the delight of our students (and local Fire Chiefs). EMT classes will be held in Newport, Lincoln City, and Waldport.

## E. BOARD REPORTS

### a. Foundation Update

Osterlund added her impressions of the OCCC Foundation's Donor/Scholar event and then informed the Board that the next regular meeting of the OCCCF will be November 29<sup>th</sup>. With Foundation membership currently standing at 9 members, Ryslinge encouraged the Board to assist Director of Advancement, Lucinda Taylor, with the recruitment of additional Foundation Board members.

### b. OCCA & Conference Debrief

Kilduff, Osterlund, and Ryslinge provided the Board with a brief recap of the events of the OCCA Annual Conference. Emery, who was not able to attend, asked for the date of next year's OCCA conference. Kilduff answered that the Annual Conference is usually scheduled the first week in November.

## F. INFORMATION AND DISCUSSION ITEMS

### a. CCSF Funding Formula, Growth Management Component

Ryslinge updated the Board on her progress chairing a small Oregon President's Council (OPC) workgroup wanting to persuade the HECC (Higher Education Coordinating Commission) to revise the Community College Funding Formula by removing the 5% growth cap from smaller colleges (below 1100 FTE), which at this time is OCCC and Tillamook Bay CC. This is of great importance to OCCC, as the Strategic Framework (Big 5) calls for OCCC to double in enrollment to reach 1000 FTE.

### b. Budget Outlook 17-19 Biennium

Because Measure 97 did not pass, it is projected that Community College budgets will receive an 8% funding reduction due in part to the increase in cost drivers (PERS, healthcare, the new Minimum Wage, and the new mandatory overtime policy). With careful spending, Ryslinge is confident that the 8% reduction can be absorbed within the OCCC budget without effecting staffing or other strategic forward movement. Money, however, should continue to be spent on generating enrollment. OCCC needs to maintain and grow its enrollment (as state funding is based on enrollment) in order to serve more community need and be more stable fiscally.

The next regularly scheduled meeting of the OCCC Board of Education will be held October 19, 6:00 PM at the OCCC Central County Center, 400 SE College Way, Newport, OR 97366.

## G. ACTIONS ITEMS

None.

## **H. ANNOUNCEMENT OF FUTURE MEETINGS**

The next regularly scheduled meeting of the OCCC Board of Education will be held December 14, 6:00 PM at the OCCC Central County Center, 400 SE College Way, Newport, OR 97366.

## **I. ADJOURNMENT**

Chairperson Kilduff adjourned the meeting at 7:25 PM.

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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.*