

Oregon Coast Community College Board of Education Meeting
Minutes
Wednesday, April 12, 2017 at 6:00pm
OCCC North County Campus
400 SE College Way Newport, OR 97366

A. CALL TO ORDER.

Vice-Chair Nancy Osterlund called the meeting to order at 6:03pm

a. Board Roll Call.

Board of Education members present: Chris Chandler, Richard Emery, Nancy Osterlund (Vice-Chair), Alison Nelson-Robertson. Also present was OCCC President Birgitte Ryslinge. Quorum achieved. Debbie Kilduff (Chair) – excused. Jeff Ouderkirk, and Cliff Ryer absent.

b. Welcomes.

OCCC faculty and staff present: Linda Molino, Robin Gintner, Lucinda Taylor, Cindy Carlson. Guest: Paul Osterlund.

c. Approval of Minutes.

Chandler proposed and Emery seconded a motion to approve the minutes of the March 15, 2017 BOE meeting. The minutes stand approved as corrected. **MOTION PASSED.**

d. Finalize Agenda.

No changes.

B. Communications.

a. Written.

None.

b. Public Comment on Agenda Items

None

C. College Reports.

a. President's Report.

Ryslinge shared highlights of spring events at OCCC. There is a new name for Student Call night – it is now called College Connect. Scholarship Applications are due by May 1st. Scholarship announcements were made at high schools as well as OCCC. Nursing students participated in mock interviews with faculty and staff, preparing the nursing students with real-life job interviewing skills. Spring is time to prepare transfer students for their transition. Monday, April 17 is the All

Oregon Academic Luncheon in Salem and we have two students being honored. OCCC representatives including Chair Kilduff went to the capital in Salem for the two-day Legislative Summit.

Ryslingle reported on several operational improvements. OCCC has a new web-based payroll system. Recently OCCC facilities manager organized Job Corp crews to manage four trees of the surrounding forest that have been deemed hazardous. Three trees came down and the wood is being donated to families in need, some of the wood will be made into benches for the college. One tree was shortened to possibly become a habitat for eagle nesting. The cleared area will be a space for more equipment storage for emergency preparedness.

Ryslingle updated the board on Student Engagement events. OCCC participated in the Hatfield Marine Science Day. OCCC hosted about 300 high school students at our own CTE day. The annual Job Fair took place at OCCC and was a great success. The Office of Academics hosted the STEM Hub meeting at OCCC. Conversations have occurred took with OSU about their new dorms and how OCCC can participate and benefit. A new software product has been contracted to help student services and academics to follow student success. Writing 123 is being offered as a dual credit with Taft HS and Waldport HS. OCCC Geology PT instructor has a new radio show on KYAQ "Conversations about Geology with Gib".

b. CoFO Financial Report

Gintner reported on year-to-date financials, stating that the College is on track for both revenues and expenditures. Spring tuition will be reported in March and April and will bring us to budget projections or better in that area. Expenditures in general fund still under budget. Very little change in the Special Revenue Fund. Debt Service fund remains consistent with the budget. Bookstore continues to swing back and forth with revenue. Purchase of text books will be wrapped up for spring term. Gintner informed the board about OCCC's purchasing of Student Retention software. The contract for software that will provide student coaching, support software, and predictive analytics, was awarded to Aviso Coaching, LLC. \$63,900 funded from CCWD Grant Agreement #16-225, Developmental Education Models. Quotations from 2 other vendors, EAB Marketing and Skyfactor Mapworks, on file in Business Office

D. Board Reports

a. Foundation Report

Osterlund reported the OCCC Foundation is working on 2017-2019 goals. Three work groups have been set up Finance, Board Development and Philanthropy. They are planning a signature event focusing on OCCC programs, faculty and students. This new event would replace Oyster Cloyster as the signature

friend/fund raising event of the college. Start date for the new event is TBD. Scholarship applications will close on May 1st. On Friday, April 14th Thomas Lindsey will be the Williams Lecture Series speaker. \$5,600 was raised by the Oregon Music Teachers Association to fix the Steinway in the OCCC Commons.

b. OCCA Report

None.

E. Information & Discussion Items

a. 2017-18 Budget Development Process.

- i. Ryslinge introduced the 2017-18 OCCC Budget Development Calendar to the board and shared the process used to develop the budget prior to presentation to the budget committee. Ryslinge outlined the process and formula used to distribute funds to Oregon community colleges.
- ii. Budget Committee meeting will be May 17, 2017. Currently all committee positions are filled except for one.

F. Action Items

- a. President's contract renewal –
Nelson-Robertson proposed and Chandler seconded a motion to authorize Compensation Committee consisting of Richard Emery, Debbie Kilduff and Chris Chandler to negotiate contract renewal with President Ryslinge with legal review of final contract by the College attorney. All voted in favor.
MOTION PASSED.

G. Adjournment

Board Member Nancy Osterlund adjourned the meeting at 6:55pm.

The next regularly scheduled meeting of the OCCC Board of Education will be held May 17, 2017, 6:00 PM at the OCCC Central County Center, 400 SE College Way, Newport, OR 97366.

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