

**Oregon Coast Community College Board of Education Meeting**  
**Minutes**  
**Wednesday, June 14, 2017**  
**OCCC North County Campus**  
**3788 SE High School Drive, Lincoln City, OR 97367**

**Budget Hearing**

**A. CALL TO ORDER & ROLL CALL**

Chair Debbie Kilduff called the meeting to order at 6:03pm. Board of Education members present: Chris Chandler, Richard Emery, Debbie Kilduff (Chair), Alison Nelson-Robertson, Nancy Osterlund (Vice-Chair), Jeff Ouderkirk, Cliff Ryer.

**B. CALL FOR PUBLIC COMMENT ON APPROVED BUDGET**

None

**C. ADJOURNMENT**

Chair Debbie Kilduff adjourned the meeting at 6:04pm

**Board of Education Meeting**

**A. CALL TO ORDER**

a. Board Roll Call.

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

b. Welcomes.

OCCC faculty and staff present: Linda Mollino, Dan Lara, Dave Price, Alberto Flores, Robin Gintner. Guest: Paul Osterlund and Dana Jenkins

Dana Jenkins Lincoln County Clerk administered the Oregon Official Oath of Office to re-elected board members Chris Chandler, Richard Emery, and Alison Nelson-Robertson. An OCCC 30<sup>th</sup> Anniversary T-shirt was presented to Dana Jenkins.

c. Approval of Minutes.

Ouderkirk proposed and Nelson-Robertson seconded a motion to approve the minutes of the Budget Committee Appointment minutes, Budget Committee meeting minutes and the Regular Board meeting minutes from May 17, 2017. All in favor. 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.  
Ryslunge informed the board of the number of degrees and certificates being awarded at Commencement on Friday evening, along with specifics about the board's participation in Commencement. Ryslunge continued her report by recapping specific events that have happened over the last month at OCCC including Outreach to Lincoln County sixth graders, the Phi Theta Kappa ceremony, OCCC's invitation to apply for a \$250K grant with the Meyer Memorial Trust, the SBDC's graduation event, Portland Community College visit to OCCC campus with a focus on operations and MOU review. Ryslunge continued with an announcement about North Lincoln Health District's financial support of \$40,005. In addition, Ryslunge gave a brief description of some of the highlights within the Department of Academics and Workforce.
- b. CoFo Financial Report.  
Gintner described the current state of financial affairs for the college including the General Fund is 2.64% above budget, property taxes are 14% above budget, tuition and fees revenue at the end of April is at 13.44% above budget. Expenditures remain under budget by 11%. Grant revenue and expenditures at the end of April were within 3.5% of being an exact offset of one another. The Debt Service Fund was 99.13% executed at the end of April which puts it at almost 16% over budget. Bookstore revenue is slightly under budget. The Bookstore will remain open for the summer at reduced hours. Revenue in the Internal Service Fund is slightly under budget by 4% and expenditures are 55% under budget.

**D. BOARD REPORTS.**

- a. Foundation Liaison: Nancy Osterlund  
Osterlund reported that the Foundation adopted a budget and also set a schedule for future meetings. A new OCCC Foundation board member has been appointed, Billie Jo Smith, Mayor of Toledo. Representative David Gomberg has expressed interest in being on the board and is on the agenda for approval at the next meeting. Foundation Scholarships totaling \$100K were awarded. Recipients will receive awards ranging from \$1,000 to \$3,500 applied to their tuition and fees at OCCC.
- b. OCCA Liaison: Debbie Kilduff  
Ryslunge reported that OCCA staffing is being reviewed and fees to community colleges have gone up a small amount. Ryslunge also informed the board about the bill endorsed by the Oregon Community College Association regarding the transfer of credits between post-secondary institutions. While agreements exist to facilitate transfer between

community colleges and universities, the lack of a common curriculum for the first two years may result in students transferring credits that do not apply to their major. The Bill seeks to establish a foundational curriculum (or curricula) for first year coursework at public post-secondary institutions and to develop unified statewide transfer agreements based on foundational transfer curricula for each major. Ryslinge stated when this happens, it will be one of the most fundamental changes in Oregon higher education in a long time.

#### **E. INFORMATION & DISCUSSION ITEMS**

- a. Update on 2017-2018 Approved Budget: Robin Gintner  
Gintner reported there is nothing to report on the approved budget.
- b. President will be away.  
Ryslinge will be taking an extended vacation June 19-July 28, 2017. Dan Lara will be Administrator in Charge.
- c. 2017-2018 Board Calendar  
Ryslinge asked the board to confirm a retreat date. Saturday, September 30<sup>th</sup> was agreed upon. Ryslinge was reminded by OCCA about the ORS Ch 255-Organizational Meeting requirement that needs to take place in July. Board members agreed to have a phone meeting on Wednesday, July 12<sup>th</sup> at 6:00pm where the board members will approve the Chair and Vice-Chair for 2017-2018.
- d. Leadership Success for 2017-2018  
Kilduff and Osterlund agreed to continue as Chair and Vice-Chair for the next year. Osterlund agreed to continue as the Foundation Liaison. Emery agreed to be OCCA Liaison, although he is unavailable for the July retreat.

#### **F. RECOMMENDATION TO SUSPEND AAS & CERTIFICATE, CRIMINAL JUSTICE**

- a. Ryslinge shared with the board the recommendation to suspend the Criminal Justice AAS and Certificate Programs as outlined in the June 1, 2017 memo from Linda Mollino, Director of Health and Human Services CTE Programming.

#### **G. ACTION ITEMS**

- a. Budget Resolution No. 2017-01 – Adoption of 2017-18 Budget and Appropriations
- b. Budget Resolution No. 2017-02 – Impose and Categorize Taxes for 2017-18

Ouderkirk proposed and Nelson-Robertson seconded a motion to approve Action Items a. and b. above. All voted in favor by roll call. **MOTION PASSED.**

- c. Resolution No. 17-06-01 – Appointment of Legal Counsel for 2017-18
- d. Resolution No. 17-06-02 – Appointment of Auditors for 2017-18
- e. Resolution No. 17-06-03 – Required Approvals for 2017-18

Nelson-Robertson proposed and Ouderkirk seconded a motion to approve Action Items c. through e. above. All in favor. **MOTION PASSED**

f. Approval of OCCC BOE 2017-18 Calendar

Chandler proposed and Nelson-Robertson seconded a motion to approve Action Item f. above as amended. All in favor. **MOTION PASSED**

g. Approval of BOE member Nancy Osterlund to continue as OCCC Representative for OCCC Foundation.

Chandler proposed and Nelson-Robertson seconded a motion to approve Action Item g. above. All in favor. **MOTION PASSED**

h. Approval of BOE member Richard Emery to serve as OCCC Representative for OCCA.

Osterlund proposed and Chandler seconded a motion to approve Action Item h. above. All in favor. **MOTION PASSED**

i. Ratify President's Contract June 1, 2017.

Ouderkirk proposed and Chandler seconded a motion to approve Action Item i. above. All in favor. **MOTION PASSED**

H. The next regularly scheduled meeting of the OCCC Board of Education will be held July 12, 2017 6:00pm by phone. Call-in information will be sent out the week before. Each Board member was presented with an OCCC 30<sup>th</sup> Anniversary t-shirt.

I. **ADJOURNMENT.**

Board Chair Debbie Kilduff adjourned the meeting at 7:14pm

---

*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  
Clerk of the Board