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May 2, 2018

Dr. Birgitte Ryslinge
President
Oregon Coast Community College
400 S.E. College Way
Newport, OR 97366

Dear President Ryslinge:

As you know, Oregon Coast Community College will be reviewed by the Northwest Commission on Colleges and Universities during its June 27-29, 2018, meeting to be held at the Woodmark Hotel, 1200 Carillon Point, Kirkland, Washington, (telephone number 425-822-3700).

Oregon Coast Community College is scheduled to be considered by the Commission on Thursday, June 28, at 11:00 a.m. Our process requires the President to meet with the Commission to discuss the review. You are welcome to bring other institutional representatives with you. We would appreciate knowing the names and titles of the other representatives as soon as possible.

You will have an opportunity to review a copy of the Evaluation Committee Report to correct errors of fact before the final report is prepared and distributed. If you wish to respond in writing to the evaluation report prior to the meeting, please feel free to do so. Such a response is entirely optional. For planning purposes, we ask that you *notify* us by Friday, June 1, whether or not you intend to provide a written response. In order for the Commission members to review an institution's written response prior to the meeting, this office will need to receive an electronic copy of the response in Adobe Acrobat format by June 6 (emailed to reports@nwccu.org).

To facilitate your institution's evaluative review and your time with us, let me share with you the Commission's procedures for your scheduled session. At the outset, the chair or a representative of the evaluation committee will give a brief oral review of the Evaluation Committee Report to the Commission. Then you will be invited into the meeting room with your team. The chair of the evaluation committee will introduce you and ask you to introduce anyone who accompanies you. The Commission chair will invite you to comment on the Evaluation Committee Report

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and the evaluation visit. *While we want you to have sufficient time to respond, it will be helpful if you can limit your comments to approximately 5-7 minutes.* The Commissioners will appreciate your honoring this time frame. After your remarks, the Commission chair will introduce two Commission members who have been assigned as review specialists for your institution. On behalf of the Commission, they will ask questions of you, your colleague(s) and the evaluation committee chair based on information included in the documents. Time permitting, other Commission members may also ask questions. The Commission usually spends about one hour considering each institution.

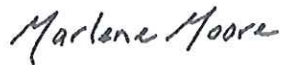
Following the question-and-answer period, you and other institutional officials in attendance will be excused, and the Commission will deliberate in closed session and then take action on the accreditation status of the institution. Following the meeting you will be notified in writing of the Commission's action.

Prior to the June meeting, I would be pleased to talk with you and answer any questions you may have about the meeting. Please contact my executive assistant (ruthb@nwccu.org) and provide several times when you would be available for a brief phone call.

If you plan to travel by air, the nearest airport is Seattle-Tacoma International Airport. Surface transportation from the airport to the Woodmark Hotel is available from Shuttle Express (www.shuttleexpress.com or 425-981-7000).

We look forward to meeting with you on June 28. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely yours,



Marlene Moore
President

MM:rb