

Oregon Coast Community College Board of Education Meeting
Minutes

Wednesday, March 16, 2016 at 6:00 PM

OCCC North County Center

3788 SE High School Drive, Lincoln City, OR 97367

A. CALL TO ORDER

Chairperson Chris Chandler called the meeting to order at 6:01 PM.

a. BOARD ROLL CALL

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

b. WELCOMES

Chandler welcomed new member Rich Emery to the Board. Emery thanked Chandler and the Board for the opportunity to serve and stated that he expects that the experience will be both interesting and exciting. Ryslinge also welcomed Emery and commented that she is pleased to have a Board so greatly invested in the College.

Chandler then welcomed the new OCCC Director of Advancement, Lucinda Taylor, to the meeting. Ryslinge introduced Taylor who is most recently from Washington and who was hired after an extensive search. Taylor briefly described her work history and educational background and expressed how pleased she is to be at OCCC with its strong leadership and positive trajectory.

Chandler then suggested that all Board members take a moment to provide a self-introduction.

b. INTRODUCTIONS FROM AUDIENCE

c. APPROVAL OF MINUTES

Kilduff proposed and Ryer seconded a motion to approve the minutes of the February 17, 2016 Board of Education meeting. All voted in favor. **MOTION PASSED.**

d. FINALIZE AGENDA

Ryslinge announced that that two of the scheduled reports (CoFO Finance Report and the Board Report) would not be presented, due to absences. Ryslinge relayed a reminder from the absent CoFO that it is time for the Board to reestablish the budget committee. Chandler reminded the Board that each member serves on the Budget Committee and has the additional responsibility of appointing a community member to the Budget Committee. She added that the appointed member is not required to live in the Board member's zone.

Ryslinge added that OCCC staff will contact last year's committee to learn if they are willing to serve again this year.

B. COMMUNICATIONS

a. PUBLIC COMMENT ON AGENDA ITEMS

None.

b. OCCA MARCH DIGEST

For the benefit of the new Board member, Ryslinge explained that the Oregon Community College Association (OCCA) is a state-wide advocacy group for community colleges. The OCCA supports Community College elected Boards. Debbie Kilduff is OCCC's liaison Board member. The OCCA is based in Salem and meets monthly. OCCA's report, The Digest, is released regularly but generally not in the summer.

Ryslinge then drew the Board's attention to the Digest section reporting on First-Year Experience for Oregon Promise Students (House Bill (HB) 4076). Each community college is receiving approximately \$82,000 in one-time funding intended to provide additional student support, particularly to increase services to incoming Oregon Promise students. 202 Lincoln County students have completed the Oregon Promise application. If even half of those full-time students come, Ryslinge commented, the College will be significantly impacted as the number of new students matriculating to OCCC out of high school is usually about 40 each fall.

A Board member asked Ryslinge if OCCC would be able to handle such a significant increase in enrollment. She responded affirmatively, saying that the funding allocation will assist in providing extra advising, tutoring, and other services for the first year of the Oregon Promise program. In order to address the sustainability of the Oregon Promise program beyond the first year, OCCC has applied for additional student support funding (Navigate Grant) and is in conversation with Oregon State University about sharing the cost of an advising position. After a Board member inquiry, there was a brief discussion of "AVID for Higher Education." OCCC will likely not contract with AVID as the College already supports more locally appropriate programming.

c. OCCA 2016 LEGISLATIVE SESSION HIGHLIGHTS

Ryslinge described the OCCA 2016 session highlights document as a good synopsis of what occurred during the short legislative session. One Board member inquired about the community college's statewide ask for facility safety and security needs. Ryslinge responded that the legislature elected not act on the request, explaining that there were too many technical and legal questions left unanswered, especially concerning the appropriateness of the funding mechanism (Article XI-G bonds). The legislature does plan to address the funding request during the 2017 session.

C. COLLEGE REPORTS

a. PRESIDENT'S REPORT

Ryslinge discussed the accomplishments of OCCC's two All-Oregon Academic Team (AOAT) Scholars, Miguel Angel Gaspar Marquez and Tomy Perez Torres. The annual recognition event for the state's scholars will be held in Salem on May 3 (Board members are encouraged to attend). Being an AOAT Scholar opens up other scholarship opportunities and both Tomy and Miguel were awarded other funding. Tomy secured an Obendorf Scholarship through Phi Theta Kappa and Miguel was identified as one of the 20 "All-USA Community College Academic Team" scholars and will be recognized at the Phi Theta Kappa Presidents Breakfast held at the American Association of Community Colleges (AACC) Annual Convention in Chicago. Ryslinge added that she would encourage Tomy and Miguel to attend a future Board of Education meeting as their schedules allow.

Ryslinge directed the Board to other news within the report including:

Information on Student Government – a list of OCCC student leaders participating in Associated Student Government (ASG)

Job Fair - held at the Central Campus on April 6, 2016 from 10:00 – 2:00 PM. OCCC staff member Jody Becker has indicated that she expects a great turnout of both employers and job seekers. The job fair is also open to the community.

Bidding Farewell – advisor Barbara Kessel is moving on to a job at Oregon State University after six years at OCCC.

Community Education – *Catch the Wave* is out.

OCCC Advancement - OCCC Foundation is seeking new board members. Ryslinge asked Board of Education members who have suggestions for filling those positions to contact Lucinda Taylor.

SBDC - the Oregon Small Business Development Center Network completed their five-year accreditation process with the America's SBDC (with flying colors).

Aquarium Science – though not a requirement of their program students have been involved in raising fish (corals, clownfish, seahorses).

Health and Human Services – today was the graduation of the CNA Level One class. Five high school students were able to complete the program thanks in part to grant funding provided by the Siletz Tribe. CTE Director Linda Mollino, when invited to, described the CNA program in more detail. She fielded questions from Board members, discussed funding challenges, and highlighted student success and the high rate of students who continue their health education beyond the CNA program.

b. SBDC UPDATE & INTRODUCTION TO THE DIGITAL MEDIA MARKETING STUDIO

Dave Price, SBDC Director, informed the Board of Ron Spisso retirement after 25 years as the Small Business Management Coordinator. He also described how well the SBDC fared under the national accreditation process: for the first time, the SBDC was accredited without any conditions – a rare occurrence in the country - speaking well of all the SBDC centers and staff.

Price displayed the full page ad from the spring issue of *Catch the Wave* announcing a survey that was designed to gather information from community members on their business class/business programming needs. Learning earlier that the community was concerned about Oregon's new minimum wage structure, a new SBSC pilot curriculum was created that addresses the minimum wage rules as well as the importance of interviewing, recruiting, and getting the most of staff throughout the employee life-cycle.

Price then gave the Board members a tour of the new Digital Media Marketing Studio which was funded by the Lincoln County Economic Development Alliance and the Board of Commissioner's Economic Grant Fund. The marketing studio will initially be staffed by student assistants who will work with community business clients with photographic and other services (audio and video recording) needs. Later those student assistants will be trained to certify any clients who wish to use the media studio on their own.

c. CoFO FINANCE REPORT

The CoFO report was tabled until May.

d. STUDENT SUCCESS SPOTLIGHT, 2015 IPEDS RESULTS

Ryslunge told the Board that the Integrated Postsecondary Education Data System (IPEDS) is important to the college overall and important in terms of meeting accreditation standards. OCCC is required to share data about the college nationally as well as with its Board.

Ryslunge said that IPEDS data is unfortunately an imperfect tool for community colleges because it is based upon full-time fall enrollment of students who have never been to college and those criteria simply do not reflect the typical community college student. In fact, it is through the IPEDS "imperfect" data that community colleges are criticized for poor completion rates. Ryslunge added that despite the problems with the data, her executive team did review OCCC's IPEDS results and as a result will look more closely at potential student achievement gaps (by race/ethnicity) and at the amount of institutional scholarships awarded. Ryslunge assured the Board that there are better datasets available and that OCCC looks forward to implementation of Oregon's D4 System. Additionally, the Voluntary Framework of Accountability (VFA), specifically designed to measure the performance of community colleges, is being adopted by Oregon and community colleges in 32 other states.

D. BOARD REPORTS

A. FOUNDATION LIAISON: ALISON NELSON-ROBERTSON

The Foundation Liaison report was not presented.

B. OCCC LIAISON: DEBBIE KILDUFF

Kilduff provided a synopsis of the OCCC monthly meeting that she attended with President Ryslunge:

Legislative Session –much of what was discussed is encapsulated in the OCCA's 2016 legislative session highlights document that was reviewed earlier in the agenda. Kilduff added that the OCCA liaison to the Legislature, John Wykoff, reported that the legislative session was short, contentious and primarily concerned with a discussion of the proposed tiered increases to the Oregon minimum wage.

GISS @ Bend, OR – the Advanced Governance Institute for Student Success (GISS) will be held June 28-30. All Board members are encouraged to attend.

Poverty Task Force – a presentation about offered services and challenges was heard. It was reported that rural districts require more services than urban (rural numbers of needy are low but the need is greater).

OCCA office realignment – the OCCA office is small staff wear many hats. Some duties will be shifting to other people.

Oregon Promise – one third of the seniors in the state applied by the March 1 deadline (18,000 applications).

Ballot Initiative – there is a ballot initiative that would bring significant new revenue to education if approved. If it doesn't pass then the revenue forecast and rising costs (salaries/PERS/health care) would put colleges in a "cut scenario," Ryslinge mentioned that College staff cannot perform political advocacy, but Boards can (as a whole) take a position if inclined.

E. INFORMATION AND DISCUSSION ITEMS

A. CAPITAL CONSTRUCTION PROPOSAL UPDATE

Ryslinge reminded the Board of OCCC's opportunity to apply for state Article XI-G Bonds for Capital Construction projects. Each community college can submit a project proposal and if awarded, 50% of the cost of the new facility will be paid by the bond. Not all ranked proposals will receive funding. After receiving the Board's blessing last month, Ryslinge began working on a proposal (a due-diligence report) that is due March 25th. She has consulted with the architects who designed the current OCCC facilities, the Newport City Manager, City Planner, and other community members. She reminded the Board that submitting a proposal ensures that OCCC is put on the list for ranking. If at a later date the Board decides not to proceed it is an easy matter to be removed from the list. If OCCC receives funding it will have six years to raise the match and build the facility. When asked about how the match will be raised, Ryslinge anticipated some mix of matching funding; a small local bond, a capital campaign with the OCCC Foundation, and federal funding.

Since Lincoln County has a whole-host of workforce needs that OCCC is not yet meeting, the College is in need of additional CTE focused facilities. The College does not yet provide as much career, technical, and workforce education as similarly situated community colleges. OCCC is losing local students to Linn Benton, Lane, and other schools that offer programming that we do not. Ryslinge then described OCCC's Capital Construction project (the Resiliency Education Center) in some detail including potential educational programming and an explanation of the proposed building's secondary design function in disaster response and shelter. In regard to the potential programming, there will be time after the proposal is submitted to do additional research and to seek more input from the community and potential employers.

Ryslinge then discussed plans for additional parking as the architects have estimated that OCCC will need an additional 42 spaces for the new building. A Board member asked Ryslinge to address the 2015 request from South Beach Church (SBC) to share OCCC's parking lot. To provide background to the new Board member, Ryslinge explained that a section in the college land purchase contract includes a reciprocal easement that basically indicates that if from time to time adjacent users want or need to use OCCC parking they can as long it does not interfere with the operations of the college. There is also an easement surrounding the accommodation of trails through college land. Ryslinge further explained that the South Beach Church was considering purchasing land and relocating to an area near the college. The church previously submitted a formal request to the OCCC Board of Education to "operationalize the existing easement." The Board denied the proposal, but in discussion agreed to consider a revised proposal if they chose to make one.

Although OCCC has not yet received a new proposal. Ryslinge remains in communication with the Church. In hopes of bringing closure to the issue, Ryslinge will encourage SBC to advance a final proposal to the Board by its April meeting. Board discussion ensued, and revealed concerns about increased traffic on Harborton, the incompatible needs of SBC for 150 parking spaces with OCCC plans for significant growth.

B. STUDENT FEE INCREASE FOR 2016-17

After the Board's go-ahead last month, Ryslinge reported that she and her staff developed a proposal to increase student fees for 2016-17. To gain student input to the proposal two fee forums were held on the Newport campus. The times and dates of the forums were identified by ASG advisor Will Quillian for their potential to bring in a sizable group of students and were advertised widely. Ryslinge reported that there were approximately 10 students at each event.

Ryslinge directed the Board member to a copy of the handout that was distributed at the forums. The proposed fee increase is 15 dollars per credit (up from \$7). The handout includes a description of the direct benefits the fee increase will bring students. Ryslinge provided the Board with a synopsis of her conversation with the forum participants. She had explained that the state subsidizes about half the cost of a student's education via the Community College Student Support Fund, the other half comes from tuition and fees. She had reported that the last OCCC tuition increase was in 2011 when state budget for community colleges dropped from 500 million to 395 million dollars. Since that time, OCCC has been working to improve services to students (tutoring center currently grant-funded, individualized placement testing (so students may progress through requirements faster), technology (new online learning platform, Office 365 with student email).

A Board member said that he would like to see 5 - 10 years' worth of economic projections that would include a breakdown of the rising cost of PERS and other expected increases so it would be easier to understand/justify why an increase in fees/tuition is necessary. He would like to know how the absence of raising fees would affect the longevity/financial health of the institution. Ryslinge responded that when last year's budget was developed, projections were made that demonstrated the college's structural deficit. In an effort to cut costs, a review of all OCCC contracts was made, positions were reviewed and the number of administrators was reduced while investment was made on ground level people doing front-line services.

Ryslinge finished by saying that this is the time of year when colleges and universities must make decisions about tuition and fees in order to meet publishing deadlines that effect student aid and before the OCCC budget conversations for 2016-17 can begin. She said that a resolution will need to come out of the next Board meeting and that unless asked to revised the proposal or do something different, the fees proposed tonight will be the resolution next month.

C. RESOLVE APRIL BOARD MEETING (APRIL 19 OR 20)

A discussion of when best to hold the April Board meeting was held. A quorum will be needed in order to make a decision on the Student Fee resolution. Kilduff proposed and Emery seconded a motion to move the date of the April Board of Education to April 27, 2016. All voted in favor.

MOTION PASSED.

D. BOARD INTERACTION ON PCC VISIT TO OCCC (MARCH 31)

Ryslinge informed the Board that leaders from Portland Community College would be visiting to provide staff support and transition advice (as OCCC staff works towards independent accreditation) and to renew the intergovernmental service agreement that expires at the end of the fiscal year (June 30). The renewed agreement will carry OCCC through the next phases of the accreditation process. As this visit is felt to be an important, high-level event requiring Board participation, Ryslinge asked Board members to indicate whether they could commit to attending either the breakfast or the evening reception on Thursday March 31.

Ryslinge directed the Board's attention to the "Upcoming Events" section on the agenda and asked Board members to contact her if interested in attending the events.

F. ADJOURNMENT

Chairperson Chandler adjourned the meeting at 8:27 PM.

The next regularly scheduled meeting of the OCCC Board of Education will be held April 27, 6:00 PM at the OCCC Central Campus, 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