

**Oregon Coast Community College**  
Board of Education Budget Hearing  
and Business Meeting Minutes  
Wednesday, June 19, 2019  
OCCC North County Center  
3788 SE High School Drive  
Lincoln City, OR 97367

**Budget Hearing**

A. CALL TO ORDER AND ROLL CALL

Chair Kilduff called the meeting to order at 6:02pm. Board of Education members in attendance: Debbie Kilduff, Nancy Osterlund, Alison Nelson-Robertson, Rich Emery, Cliff Ryer, Jeff Ouderkirk. Excused: Chris Chandler

B. CALL FOR PUBLIC COMMENT ON APPROVED BUDGET.

None.

C. ADJOURNMENT

Chair Kilduff adjourned the meeting at 6:04pm

**Business Meeting**

A. CALL TO ORDER

Chair Kilduff called the business meeting to order at 6:08pm.

a. Board roll call.

See above.

b. Welcome.

Chair Kilduff welcome OCCC staff in attendance, Dan Lara, Joy Gutknecht, Linda Mollino, Dave Price and Robin Gintner, and guests Mr. Osterlund and Mr. Anderson.

c. Approval of Minutes.

Ouderkirk moved and Nelson-Robertson seconded the motion to approve the budget committee meeting minutes of May 22, 2019. All in favor. **MOTION PASSED.**

Ouderkirk moved and Osterlund seconded the motion to approve the Board of Education business meeting minutes of May 22, 2019. All in favor. **MOTION PASSED.**

Emery moved and Ouderkirk seconded the motion to approve the minutes of the executive session on May 22, 2019. All in favor. **MOTION PASSED.**

d. Finalize agenda.

Ryslunge noted there is a correction to the agenda. Section F.e.iii. should read Adopt BP 4040 Library and Learning Support Services.

e. Dana Jenkins, Lincoln County Clerk

Jenkins swore in OCCC re-elected board members, Debbie Kilduff, Jeff Ouderkirk, Cliff Ryer and Nancy Osterlund. Congratulations!

## **B. COMMUNICATIONS**

### a. Written

Ryslinge read a letter (email) from Lincoln County Commissioner Doug Hunt acknowledging the outstanding results of the work done by the Maritime task force on their presentation to the Oregon Workforce and Talent Development Board (formerly Oregon Workforce Investment Board), and a letter from WTDB to Governor Brown sharing the exciting developments that were recognized in the presentation. President Ryslinge presented to the WTDB on behalf of the Maritime Task Force

### b. Public comment on agenda items.

None.

## **C. COLLEGE REPORTS**

### a. OCCC Marketing: Dave Price

The updated and enhanced OCCC website will be launched in two days. A new marketing effort for fall enrollment is underway and Price shared with the board the variety of continuing and new marketing strategies used by the College. These include billboard in Newport, print media, broadcast on the radio, PSA's that are recorded in the College studio and a variety of social media. Price explained the new marketing tool being used called geofencing, it is a digital campaign that sells ads of the college to cell phone that are within the designated area.

Price also hired professional expertise to create five 90 second videos designed to primarily give content all summer long once a week for the College YouTube channel and Face Book pages. Three of five videos were shown to the board.

### b. President's Report

A federal grant submission by the Port of Toledo, LCSD & OCCC for a welding program has been funded. The program will include welding bays at the port and at the Taft school, OCCC will hire faculty and provide curriculum. The grant will pay for equipment for twelve training bays. There has been tremendous interest in the program. There were more than 10,000 views on Face Book, Instagram and Website.

Ryslinge shared final year's enrollment numbers with the board members. 18-19 enrollment was in line with 17-18 final enrollment. Around the state, many colleges continue to see enrollment declines (some in the 15-25% range) since the economy improved, and President Ryslinge is encouraged that we are holding our ground. Emery asked if enrollment in the nursing program that we are teaching for Tillamook count as OCCC enrollment? Director Mollino was asked to reply from the audience, and she noted yes, it is OCCC enrollment for any OCCC courses which includes all the Nursing curriculum. They may still take some prerequisites at TBCC, and that enrollment accrues there. Ryer asked if we know who is showing interest in the welding program? Lara was asked to respond from the audience, he noted that while we are not collecting demographics on facebook hits, etc., we have observed strong interest among Lincoln County 16-24 years who may have dropped out of high school, or completed high school but not completed any post-secondary vocational training. Ryslinge told the board that we will have more data as time goes on.

Ryslinge informed the board although the state budget is not final, the community college support fund has settled at \$640.9M and OCCC budgeted \$610M for OCCC the difference is about \$90K in the general fund which is good and close to original community college funding request. This is the closest we've ever been in a long time. The change in funding level from the state has required a modified budget to be approved by the Board, this will be presented later in the meeting. The modification to PERS has passed the legislature and been signed by the Governor. The changes should begin to provide stabilization and moderation in PERS increases, this will not impact the current biennium. Karen Smith, Legal Council to OCCA has summarized the PERS reform bill and Ryslinge provided a handout to the board. Kathy Andrews was asked to post the digital document to the Board minutes page.

Ryslinge provided a variety of operational updates: Going forward, Ryslinge will be dividing her office time between Lincoln City and Newport in order to provide better engagement opportunities with community and staff in north county. (Contact Kathy for weekly schedule). The College will begin summer hours next week – being open from 7:30am-6pm Mon-Thursday. The classified contract was settled this month and is an action item on the agenda for board ratification.

Ryslinge updated the board about the process of independent accreditation and the infrastructure practices that the College will need to do such as taking on the two key functions of financial aid and issuing student transcripts, degrees and certificates. These are functions for which OCCC currently pays PCC via the Educational Services Agreement to perform, and there needs to be investments at the College to take on these complex functions. For Federal Financial Aid, the College will be using a third-party processing service as well as restructuring the current enrollment services position to be the key manager responsible for financial aid compliance. A new position of registrar is needed and is included in the 19-20 budget. Ryslinge also updated the board on the ERP computer systems, with new software being tested which is part of our accreditation process.

#### **D. BOARD REPORTS**

a. Foundation Liaison: Nancy Osterlund

No report, the Foundation will be meeting next Tuesday, and she will have a report next month.

b. OCCA Liaison: Richard Emery

Emery noted most of the OCCA developments relate to the ending of the legislative session, budget and PERS reform, all of which have been addressed by Ryslinge. He noted the general frustration with PERS expenditures.

c. Other Board Reports

None.

#### **E. INFORMATION AND DISCUSSION ITEMS**

a. Update on 2019-20 Approved Budget: Robin Gintner

Gintner informed the board that the budget has been updated with the new level of state

funding, final salary increases for faculty and staff now that their contracts were settled, and changing the new registrar position to full-time.

b. BOE Self-Evaluation results

Ryslingle thanked everyone for completing the self-evaluations. The BOE had received the combined results via email before tonight's meeting. BOE self-evaluations occur every 2-3 years (2014, 2016, 2019) and are typically discussed in greater depth at the annual BOE retreat, which is planned this year for September.

**F. ACTION ITEMS**

a. Ouderkirk moved and Nelson-Robertson seconded the motion to approve the Annual Appointments (F.a. Attachment 1) dated June 19, 2019. All in favor. **MOTION PASSED.**

b. Ouderkirk moved and Nelson-Robertson seconded the motion to approve Budget Resolutions No. 2019-02 and 2019-03. Roll was called. All in favor. **MOTION PASSED.**

c. Ryer moved and Osterlund seconded the motion to approve the President's Evaluation. All in favor. **MOTION PASSED.** Discussion followed, in which Ouderkirk and other board members affirmed their high level of satisfaction with the performance and accomplishments of Ryslingle's 5 years with the College.

d. Ouderkirk moved and Ryer seconded the motion to approve the Board Policies – to rescind BP 300, adopt BP 302, and adopt BP 4040. All in favor. **MOTION PASSED.**

e. Ouderkirk moved and Nelson-Robertson seconded the motion to ratify the Collective Bargaining Agreement between AFT-Oregon Coast United Employees, Local 6020, AFT, AFL-CIO (Classified Unit) and Oregon Coast Community College. All in favor. **MOTION PASSED.**

**G. ANNOUNCEMENT OF FUTURE MEETING** – Wednesday, July 24<sup>th</sup> 6:00pm at the South County Center 3120 Crestline Drive, Waldport, OR 97394

**H. ADJOURNMENT** at 7:14pm.

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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.*

Minutes submitted by: Executive Assistant, Kathleen Andrews

Approved by:



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Birgitte Ryslingle, PhD