

**Oregon Coast Community College**  
Board of Education Business Meeting Minutes  
Wednesday, October 21, 2020

**Meeting ID: 921-9613-0079**

**Regular Business Meeting**

**A. CALL TO ORDER**

a. Board roll call.

Chair Osterlund called the business meeting to order at 6:00pm. Roll call was taken– Chris Chandler, Rich Emery, Debbie Kilduff, Alison Nelson-Robertson, Nancy Osterlund, Jeff Ouder Kirk and Cliff Ryer were in attendance.

b. Welcome.

Chair Osterlund welcomed OCCC staff in attendance, Dan Lara, Robin Gintner, Dave Price, Chris Ousley, Birgitte Ryslinge and Kathleen Andrews. Also, in attendance is Majalise Tolan, Director of Secondary Education with LCSD.

c. Approval of Minutes.

Chandler moved, and Kilduff seconded the motion to approve the September 16, 2020 meeting minutes with corrections. Roll call was taken. All in favor. **Motion Passed.**

d. Finalize agenda.

Agenda complete, no changes.

**B. COMMUNICATIONS**

a. Written

Ryslinge shared with the board that OCCC will be included in the OSU Oral History project of the Oregon Community Colleges. Ryslinge, Jeff Ouder Kirk and Sandy Roumagoux will be interviewed by students from the OSU doctoral program.

b. Public comment on agenda items.

None.

**C. COLLEGE REPORTS**

a. President's Report

Ryslinge shared a picture of her signing the first OCCC diploma. There were three students who earned their certificate in the summer. Two medical assistant students and one AQS certificate. Nancy Osterlund (Board Chair) will also be signing the diplomas. Other news: there is a logo contest with the NASA Space Grant consortium, a national consortium of community colleges. Faculty member Matt Fisher (science) brought the NASA program to OCCC which has been very beneficial to students. Recently the NASA Space Grant and the OCCC Foundation funded Haley Dean's project to study micrometeorites. Ryslinge informed the board that the empty lot in Waldport OR owned by OCCC has been listed for sale with Ocean Equities Real Estate. The business office requested bids from several real estate agencies. The property is being listed for \$190,000 with a 5% real estate contract. Ryslinge reported that enrollment is about 2% down, of all OR colleges only about five have not seen a significant decrease in enrollment. OCCC is

holding steady with their credit enrollment, but community ed was severely impacted by the pandemic. There is significant new enrollment in the Small business management program (a year-long commitment and will show ebbs and flows in enrollment number). The move of the nursing lab from Waldport to Lincoln City has been completed. Medical Assisting program begins in November and the first CNA program to be held in Lincoln City begins in January. Ryslinge updated the board with news about the pandemic. Some limited face to face classes are now taking place and it is good to see cars in the parking lot. The CVRT meets weekly and deals with anything COVID related. From March 2020 till now, pandemic directives came from HECC. Recently HECC has become less involved with directives and the OR Health Authority and OSHA are leading the pandemic directives which makes it easier for the CVRT. Ryslinge shared with the board new data and guidance about face coverings. Ryslinge updated the board that the MOU with TBCC for the nursing program students to be enrolled as OCCC nursing students had been reviewed to be sure OCCC was not incurring costs for the program. Ryslinge reported that negotiations with the faculty union last year called for a review and update of faculty workload – such as how the college deals with the relative weight of teaching labs, on-line or teaching face to face. The formula for considering differences in class workloads is out-of-date and needs to be updated. Lastly Ryslinge shared with the board the College You Tube channel – and suggested they view the videos and maybe even subscribe.

b. LCSD and OCCC Partnership and Alignment Efforts: Dan Lara, VPAA & Majalise Tolan, LCSD.

Chair Osterlund gave Majalise Tolan a message of gratitude on behalf of the board for all the cooperation between the College and LCSD that has been so invaluable to all students. Osterlund expressed the importance of a seamless forward motion in education and the collaboration with LCSD has been truly wonderful. Lara and Tolan shared with the board that their presentation will be outlining the collaborative efforts made between the district and the college. Tolan named the Port of Toledo, Samaritan Health Services, Northwest Org Works and WOU as other partnerships that the district and the college work with and are maintaining during COVID. Lara explained how the executive team from both the district and college meet monthly to focus on education opportunities for high school students and where there might be challenges and where their collective efforts can address these challenges. The district and college have had a memorandum of understanding for a couple years. Lara and Tolan have spent time looking at the areas where there are collective efforts and what each party propose. Early in the year they considered next year's educational offerings for dual credit and reviewed programs and build that into the MOU in time for the budget process for both institutions. Tolan informed the board about the key goals of LCSD and how to prepare their students to transfer to college during Covid. The Waldport OCCC facility will be used as a daycare for school-age children of LCSD essential workers and give these students early exposure to a college facility as they learn to navigate distant learning. Due to the pandemic the welding program was closed, but with some creative collaborating the Port of Toledo was able to hire students over the summer to allow the students to continue their welding training. Lara updated the board with the welding program student enrollment and completion rates, as well as enrollment and completion rates of the rural education teacher pathways project. Lara and Tolan's presentation files will be emailed to board members and will be posted on the board website. A brief discussion took place about the history of the building of the early college program. Ryslinge is delighted that high school students can get college credit by attending their regular HS classes that have been certified for dual credit and at no cost to their families students can also

participate directly in one or two college courses (at the college) a term. Tolan and Ryslinge both agreed that providing multiple dual credit opportunities are good for LCSD high school students and it is a valuable collaborative effort by LCSD & OCCC. Ryslinge and Osterlund asked that Tolan express the Board's gratitude to Dr. Gray for Tolan's attendance at the meeting and the update presentation as well as all the wonderful work the College and LCSD do together.

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

##### a. Foundation: Nancy Osterlund

Osterlund updated the board on the Student Pandemic Support Fund and its current donation total of approximately \$7,648.00. The Foundation launched an Employee Giving Campaign by Andi Spirtos presenting at the College Council meeting. The Donor Scholar Reception has been cancelled due to the pandemic. In lieu of the reception, a booklet of donors and scholarship recipients will be mailed to donors. Osterlund hopes to have the in-person reception next year. The major gift policy is being reviewed by a committee of the foundation directors. Roby's Furniture and Appliance store donated a love seat to the Community Engagement office. Ryslinge reported to the board that on Mondays the Executive Assistant works in the Community Engagement office to support the Foundation Director. Oregon Coast Bank donated \$2,170 to the Foundation for a scholarship for a welding student. Spirtos has begun to organize a year-end appeal that will go out to all donors.

##### b. OCCA Liaison: Rich Emery

Emery informed the board that he received the annual report on the economic impact of Oregon Community Colleges, if anyone wants a copy, he will send it along. The OCCA annual conference will not be at Sunriver nor Salishan it will be a virtual conference and there is no registration cost, anyone can participate. The conference will be on the morning of Wednesday, November 4<sup>th</sup>, all day Thursday, November 5<sup>th</sup> and in the morning Friday, November 6<sup>th</sup>. Registration is on the OCCA website. Emery reports that Cam Preus the OCCA director has indicated she is going to retire a year from November, and he will be sad to see her retire. Ryslinge shared with the board that the OCCA is working hard to train and empower new board members about public meeting laws and advocacy related to the financial picture during legislative days.

##### c. Other Board Reports

None.

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

##### a. BP3820 Gift Acceptance Policy – First Read

Ryslinge explained that the board has its Gift Acceptance policy that needs to be adopted and meanwhile the Foundation has its Major Gift policy and these two documents should be in alignment. The unifying factor is the template through the OCCA policy service for gift acceptance. That OCCA policy template was sent to board members to review, Ryslinge did more research and found more information about other community colleges and determined the policy needed to recognize that the foundation is doing the fund raising so the updated policy that was sent included fund raising and gift acceptance language.

b. Confirmation of the 2020 Board Retreat.

Ryslinge reminded the board that the retreat will be held Saturday, November 7<sup>th</sup>. Emery shared he might not be able to attend on Saturday. Wednesday, November 11<sup>th</sup> was the next available date – the board agreed to move the retreat from Saturday, November 7<sup>th</sup> to Wednesday, November 11<sup>th</sup> from 6pm-8pm. Ryslinge will send an agenda to board members the week before.

c. Indigenous Peoples Statements & Actions: Concept discussion.

Ryslinge began the discussion about the Indigenous Peoples Statements and Actions. The potential outcome of this topic is that a proposal will come to the board that addresses a statement and action to be approved. Ryslinge will put together a committee of college faculty & staff, community members, and maybe a board member that will convene and create a proposal to bring to the board. Board members agreed that it is important to be inclusive and diverse and this is a positive idea, they also agreed that the board should approach this as seeking an advisory role from a committee to suggest what to consider as the board creates a policy. Osterlund shared that she thinks the message read at the OCCA conference last year was a well scripted version. Ryslinge offered the board might devise questions to present to the committee such as researching the history of the land, providing suggestions and examples of verbiage, where and when might it be used. Ouderkirk referenced the book “*The People Are Dancing Again*” by Charles Wilkinson and shared that the book has insights that would assist in providing information to develop a policy. Ryslinge summarized that she will organize the committee and direct the committee by providing them with guidance from the board. Jeff Ouderkirk volunteered to assist with the guidance. Ryslinge will begin by telling the committee that the board is seeking suggestions for an Indigenous Peoples Statement. Chandler suggested contacting the tribe’s historian. Ryslinge will report about the committee at the next board meeting.

**F. ACTION ITEMS**

a. None.

**G. ANNOUNCEMENT OF FUTURE MEETING** – the Board of Education Business meeting will meet next on Wednesday, November 18, 2020 at 6:00pm via Zoom. The Board Retreat will be held Wednesday, November 11, 2020 from 6pm-8pm.

**H. ADJOURNMENT** at 7:33pm.

---

*OCC 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) 867-8532 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:

---

Birgitte Ryslinge, PhD  
Clerk of the Board