

**Oregon Coast Community College**  
Board of Education Business Meeting Minutes  
Wednesday, November 18, 2020  
Meeting ID: 954-6859-4537

**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, Nancy Osterlund, Jeff Ouderkirk and Cliff Ryer were in attendance. Alison Nelson-Robertson was excused.

b. Welcome.

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

c. Approval of Minutes.

Kilduff moved, and Emery seconded the motion to approve the October 21, 2020 meeting minutes. Roll call was taken. All in favor. **Motion Passed.**

d. Finalize agenda.

Agenda complete, no changes.

**B. COMMUNICATIONS**

a. Written

None.

b. Public comment on agenda items.

None.

**C. COLLEGE REPORTS**

a. President's Report

Ryslinge gave an enrollment update, noting that both the current pandemic and change over to new student information system have impacted actual enrollment and a temporary decrease in the ability to access comparisons . The data we do have past from Fall 2019 – Fall 2020 showed a drop in FTE from 149 to 135 a 9.3% decline. Further evaluation is being done to find out the impact of the decline to programs and the student make-up of the decline. The decline in enrollment across the state is approaching 20%. Due to Community Education coming to a halt in the Spring because of COVID, OCCC's student head count shows almost a 50% decrease as seen in a report that went out statewide. Ryslinge also described to the board how the College is responding to the two-week "Freeze" by further restricting on-site activities and working

remotely as much as possible. The College experienced its first on-site positive COVID diagnosis, all persons in contact were notified and the case was reported to the Lincoln County Public Health. LCPH deemed the risk for spread to be low due to minimal interactions and adherence to safety protocols (masks, distancing, cleanings, etc.) and consequently took no further action. The OCCC-SBDC has proved to be an important resource for businesses small and large in Lincoln County. SBDC now sends a regular email to Lincoln County businesses with information that helps businesses sort through all the available resources. The recent email was opened by 630 businesses in Lincoln County. Ryslinge continued her report by announcing Winter term registration opened today and students are registering through the new student portal (with manual support from staff to registration provided in the background. Ryslinge thanked Student Affairs and enrollment services for all the positive progress with the new system. Ryslinge reported on the Oregon Economic Forecast that was better than expected considering in the spring a 20% short fall was predicted. The most recent projection is a 3-4% increase in revenue. Ryslinge answered questions about statewide enrollment from the board members.

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

##### a. Foundation: Nancy Osterlund

Osterlund shared with the board that 30% of employees have signed up to give since the Employee Giving campaign launched on October 19<sup>th</sup>. Andrea Spirtos will send a Year End Appeal holiday card to over 700 current and past donors. Oregon Coast Bank sent a donation for a welding scholarship. The Board of Directors approved the application of a new member, Sandi Williams, a well-known (in Lincoln County) educator whose career included k-12 teacher and school administrator. The foundation will be sending a newsletter out quarterly next year. In lieu of the Donor & Scholar reception, a very nice booklet with student scholarship information was sent to over 200 donors. More information to come about Pearls 2021.

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

Emery informed the board there has not been an OCCA meeting since last month. The next meeting is December 4<sup>th</sup>.

##### c. Other Board Reports

None.

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

##### a. Revised BP5140 Disabled Student Programs and Services 1<sup>st</sup> Read.

Ryslinge reminded the board that they adopted BP 5140 in January 2020. Interim VP of Student Affairs Chris Ousley reviewed the policy and noted a discrepancy in that the College does not provide, nor is required to provide rehabilitation counseling. The edit to the policy is to remove the wording "rehabilitation counseling" from the policy.

Chandler moved to approve BP 5140 & BP 3820 as presented, Ouderkirk seconded. Roll call for motion approval was taken. All in favor. MOTION passed.

#### **F. ACTION ITEMS**

a. Approval of BP3820 Gift Acceptance Policy (see E.a. above).

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 6:34pm.

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Minutes submitted by: Executive Assistant, Kathleen Andrews

Approved by:



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Birgitte Ryslinge, PhD  
Clerk of the Board