

**Oregon Coast Community College**  
Board of Education Business Meeting Minutes  
Wednesday, January 20, 2021  
Meeting ID: 973 4145 8678

**Regular Business Meeting**

**A. CALL TO ORDER**

a. Board roll call.

Chair Osterlund called the business meeting to order at 6:01pm. Roll call was taken— Chris Chandler, Rich Emery, Alison Nelson-Robertson, Nancy Osterlund, Jeff Ouderkirk and Cliff Ryer were in attendance. Debbie Kilduff was excused.

b. Welcome.

Chair Osterlund welcomed OCCC staff in attendance, Crystal Bowman, Robin Gintner, Joy Gutknecht, Dan Lara, Linda Mollino, Andres Oroz, Dave Price, Birgitte Ryslinge and Kathleen Andrews.

c. Approval of Minutes.

Chandler moved, and Ouderkirk seconded the motion to approve the December 16, 2020 Executive Session meeting minutes along with the business 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 updated the board on the Federal Pandemic Relief Funding that was announced the end of December 2020. Various names & acronyms reference the funding, including: the Higher Education Emergency Relief Fund (HEERF), CARES ACT II, and the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA). All refer to a second federal pandemic funding adding to what was disbursed in March of 2020. Good news is the funding is there and will be pushed out to higher education institutions rather quickly. The package includes an amount higher than under CARES I which was about \$14B. The CRRSAA is to be about \$23B with less restrictions. It appears the funds are not restricted to Title IV students giving us more flexibility to be able to serve a much broader selection of students. The challenging part of this is that once again we are tied to PCC and might have to negotiate with them for OCCC's share. Potentially OCCC will receive about \$400K with a minimum about of \$90K going to direct student aid that would need to be expended by the end of 2021. Ryslinge informed the board that she has been working with a representative from AACC the federal equivalent to OCCA to get in contact with the right people to hopefully get the funds delivered directly to OCCC.

Also, on the federal level, Ryslinge shared with the board that Dan Lara and Andres Oroz are working with a Federal grant consultant and leading the effort to determine which if any Title III grants are appropriate for OCCC.

NWCCU Update: Ryslingle reminded the board that the accreditation cycle requires that OCCC engage in a process of mission review, and of the direction of the Board earlier this year on mission review. The Board had reviewed the employee feedback and concluded that the mission is still relevant and captures the purpose of the college. The Board agreed with the feedback noting the mission needs to be updated with a more explicit commitment to equity and directed the president to gather recommendations limited to changing or adding words to that effect. The Equity & Inclusion committee will lead a process to develop equity phrasing to be considered by the Board for inclusion in a revised Mission Statement, tentatively planned to be completed in 2021.

Ryslingle, and VPs Lara and Oroz made a formal presentation to the Tribal Council of the Confederated Tribes of Siletz Indians (CTSI) regarding Native Lands Recognition and other ways the College might build upon existing collaborations with CTSI. The presentation was well received, and the Tribal Council appointed Bud Lane and Robert Kenta to serve on a committee to explore Native Lands recognition statements and other opportunities to strengthen ties. Lara and Oroz shared their commitment to work closely with CTSI to develop relevant academic and student support programming.

b. Vice-President Administration Services Report, Robin Gintner

Gintner told the board the draft of the audit has been received and she is working with the auditors on the management discussion and analysis part of the audit. The deadline submission for the final audit is in February. Gintner is coordinating a date when the auditors will be able to present to the board. Gintner updated the board on the progress of the ERP project. The Finance portion (CNF) of the ERP is expected to go live August 2<sup>nd</sup>. Currently the finance software is in Shark Net, yet student accounts are not in Shark Net, so information is having to be entered manually and then reconciled. Board members congratulated Gintner on a job well done with the ERP project.

**D. BOARD REPORTS**

a. Foundation: Nancy Osterlund

Osterlund shared with the board that a year-end Appeal was sent out in November with a goal of raising \$5K and as of the beginning of January the donations are double the projected goal. The foundation issued their first newsletter called *The Rising Tide*. The newsletter featured a stories about The Yachats Ladies Club and AQS. It also included short reports from Foundation President Adam Springer as well as Birgitte. Nancy also reported that Andi Spirtos successfully achieved gold status for the OCCC Foundation in the GuideStar registry (an organization that recognizes the relative strengths of non-profits). Finally, Pearls will be held virtually on Saturday, March 6<sup>th</sup> and Board members are encouraged to support the event and attend.

b. OCCA Liaison: Rich Emery

No report.

c. Other Board Reports

None.

**E. INFORMATION AND DISCUSSION ITEMS**

a. Update on Census and Zone Review

Ryslingle updated the board on the census and zone review. Information was sent out to board members after the meeting last month. March 31, 2021 is anticipated to be when 2020 census data will be available. Dana Jenkins, Lincoln County Clerk has offered to have county staff support the data analysis process for the board. Another possibility is the research arm of Portland State University which has done zone analysis for community colleges (for a minimal fee). There is a possibility for consortium pricing if multiple Community Colleges agree to use PSU for the zone review process. The first election where there might be a shift in boundaries would be the

May 2023 election. The board can always invite the County Clerk to a board meeting to give a presentation on the zone review process.

b. NWCCU Reporting 2021

The College must submit to NWCCU this spring an Ad Hoc report on progress on Recommendation One, which is to develop a technology infrastructure plan. This report can also reflect the progress on mission review.

**F. ACTION ITEMS**

None.

**G. ANNOUNCEMENT OF FUTURE MEETING** – the Board of Education Business meeting will meet next on Wednesday, February 17, 2021 at 6:00pm via Zoom.

**H. ADJOURNMENT** at 6:36pm.

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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) 867-8532 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:

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Birgitte Ryslinge, PhD  
Clerk of the Board