

**Oregon Coast Community College**  
Board of Education Business Meeting Minutes  
Wednesday, April 20, 2022  
Held virtually - Meeting ID: 990-3733-1478

**Regular Business Meeting**

**A. CALL TO ORDER**

a. Board roll call.

Chair Chandler called the business meeting to order at 6:00pm. Roll call was taken. The meeting was held in-person with a virtual option. Board members in attendance were Chris Chandler, Rich Emery, Nancy Osterlund, Jeff Ouderkirk, Debbie Kilduff, Alison Nelson-Robertson, and Zone 6 is vacant.

b. Welcome.

President Ryslinge announced that going forward, the ZOOM chat function will only be visible to the Executive Assistant as assistant to the Board. The Executive Assistant will notify the Board Chair when appropriate, such as requests to make public comment. . This parallels the protocols in place during in-person board meetings.

President Ryslinge welcomed other attendees:

Kathleen Andrews, Executive Assistant

Robin Gintner, VP Administrative Services

Joy Gutknecht, Director of HR

Chris Rogers, Facilities Director

Dan Lara, VP Academic Affairs

Spencer Smith, Director of IT

Andres Oroz, VP Student Affairs

Andi Spirtos, Foundation Development Director

Dave Price, VP Engagement & Entrepreneurship

Marion Mann, PT Faculty Member

c. Approval of Minutes.

Chandler asked for approval of the February 16, 2022, and March 16, 2022, business meeting minutes. Ouderkirk moved to approve, Osterlund seconded the motion. All were in favor. MOTION PASSED.

d. Finalize agenda.

No changes.

**B. COMMUNICATIONS**

a. Written

No written communication.

b. Public comments.

No public comment.

**C. COLLEGE REPORTS**

a. President's Report

President Ryslinge shared a variety of happenings around the college.

- Projected year end enrollment continues to be progressing upward and we anticipate end of the year to be 5-7% above last year, not taking us quite to pre-pandemic but a good trajectory and we are in the minority of community colleges in this position. We have seen strong growth in GED and ESOL.
- All sorts of outreach and retention efforts are in place within Student Affairs.
- College staff, in particular Robin, are engaged in budget development process to be presented to the budget committee next month.

- The nursing program is up for its review from the Oregon State Board of Nursing. Nursing has its own programmatic accreditation from the State Board in addition to being part of the college's NWCCU regional accreditation. Dr. Bowman has a great deal of work to meet the requirements for this accelerated visit in June (originally planned for the Fall).
- A college group attended the OSBA Bonds, Ballots & Buildings the beginning of April, as part of the process to restart planning for a construction bond.
- The OCCA Conference was at Sun River, Dr. Oroz and President Ryslinge attended the conference.
- College staff and students are looking forward to an in-person commencement in June and hope to see everyone there.

#### D. BOARD REPORTS

##### a. Foundation: Nancy Osterlund

- In an effort to fill the BOE Zone 6 vacancy Andrea Spirtos mentioned it to two of the Foundation directors who are in Zone 6, and they will keep a look out for promising candidates.
- April issue of Rising Tide was distributed, please check your email and read it.
- A new scholarship has been created by the Central Coast Fly Fishers, Inc. in honor of Julie & Sener Otrugman, Julie taught at the college for many years and is a published poet. Sener also taught in Community Ed.
- The Foundation Board will meet April 26 at 10am with a presentation on FERPA and will also have a presentation from Student Affairs about a request to augment resources for basic needs. Please let Andi know if you would like to attend.
- Andi is working on updating the acknowledgement wall that has not been updated since 2012.
- The Scholarship committee is reviewing scholarship applications and will be awarding scholarships in May.
- The Foundation will pay for lunch for the College In-Service on April 22<sup>nd</sup>.
- Andi shared a heartfelt story about a donation made by Olive Bridge Fund.

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

- Unfortunately, Rich was unable to attend the OCCA conference in Sun River, but he shared that the highlight was Birgitte being awarded the Howard Cherry Administrator Award. Congratulations was given to Birgitte by the Board.
- Next week is the first evaluation of the new Executive Director who took office on January 1st.
- The final meeting of the year will be Friday, May 6<sup>th</sup> and it is scheduled to be in-person in Salem. He looks forward to seeing the people he hasn't seen in two years.
- President Ryslinge added to the report that another highlight of the conference was that OCCC student Sara Birman was celebrated at the AAOT luncheon. Sara was one of the three student speakers, and presented in a very engaging and confident manner. Debbie Kilduff shared that Sara was one of her students when she was teaching.
- President Ryslinge shared that it was good to see people in person again. There is a student voices podcast called *All In: Student Pathways Forward* by Marc Goldberg that interviews OR community college students and they plan to make their way to every community college. OCCC looks forward to their visit.

- A brief discussion took place about possible place on the coast that could accommodate the conference. President Ryslinge asked that if anyone had any suggestions to let her or Rich know.

c. Other Board Reports

Chris Chandler shared that the Zone Balancing Committee will be meeting possibly in May. Alison has agreed to serve on the committee in Cliff Ryer's place.

**E. Information and Discussion Items**

a. Zone 6 Vacancy update and next steps

President Ryslinge updated the Board on the marketing efforts since the last meeting. There has been one letter of interest that has been shared with them. President Ryslinge asked for direction from the Board on how they want to move forward. It was discussed and decided that the Board would like to extend the deadline to the end of May and look at applicants and perhaps interview in June.

b. Zone 6 Budget Committee member needed.

Chris Chandler shared that either John or Deane Gillette of Seal Rock might be willing to serve on the budget committee she will give their contact information to the Executive Assistant to confirm their availability.

c. Zone balancing process update.

Reported above in D.c. Other Board Reports. Chris Chandler mentioned that the precincts are very unbalanced and that is something that will not easily change and not something the community college can change. Most likely these precincts were created decades ago.

President Ryslinge informed the Board that budget materials will go out with the board packet on Friday, May 13, 2022. If anyone wants a paper copy to be mailed to them, please let the Executive Assistant know.

**President Ryslinge reminded the participants that the OCCC Board of Education will hold an executive session immediately after the adjournment of this business meeting. The executive session is being held pursuant to Oregon revised Statute ORS 192.660(2)(d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations.**

**F. ANNOUNCEMENT OF FUTURE MEETING** – the next Board of Education Business meeting beginning with a Budget Committee meeting will be held on Wednesday, May 18, 2022, at 6:00pm to be held in person at the Newport campus and via Zoom.

**H. ADJOURNMENT** at 7:45pm.

Minutes submitted by: Executive Assistant, Kathleen Andrews

Approved by:

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Birgitte Ryslinge, PhD  
Clerk of the Board

*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.*